



Troop Handbook

A Guide for Parents & Scouts

www.troop243.com

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Welcome to Boy Scout Troop 243

We would like to take the opportunity to welcome you to the Troop 243 Scouting family. With this handbook, we hope to provide you with answers to common questions, give guidelines as to what is expected from the Junior Leadership, Adult leadership, and Parents, and to outline how the Troop operates. Please use this as a quick-start to Scouting.

One of the most important concepts to understand about Scouting is that it is a program run by the Scouts. The Patrol Leaders' Council (PLC) decides activities that the Scouts do. The PLC is like the executive board of a company making all the program decisions. They decide what topics should be covered at the meetings and where they want to camp each month.

Our Troop holds weekly meetings every Wednesday evening from 7:00 to 8:30 PM in the Community Center of St. John Paul II Catholic Church on the Goldsmith Lane campus. The following is a sample of a weekly troop meeting plan:

6:45 - 7:00	Setup, preparation
7:00 - 7:05	Opening ceremony
7:05 - 7:40	Skill instruction (i.e. knot tying, first aid) and advancement
7:40 - 8:00	Patrol Meetings
8:00 - 8:25	Games based on skills learned and other games
8:25 - 8:30	Announcements and closing
8:30 - 8:45	Clean up

The Troop holds a monthly camping trip. Each summer, the Troop attends a week-long summer camp at a camp determined by the PLC and ASM's. In addition, for boys who are 14 or have finished the eighth grade, the troop sends a contingent to one of the scout high-adventure bases including:

- National Jamboree, held at Bechtel Summit Center, near Beckley, W. Va. approximately every 4 years. Features more than 40,000 participants from all over the world.
- Philmont Scout Reservation, near Cimarron NM. Scouts attending will backpack through the high mountains of Northern New Mexico.
- Florida Sea Base, Islamorada, FL in the Florida Keys. Scouts attending will have the opportunity to sail, fish, Scuba and snorkel in the ocean waters off the Florida coast.
- Northern Tier, Canada. Scouts attending will explore the beauty of nature on a wilderness canoe trip in the area first opened by the fur traders of long ago.

In addition to meetings and weekend outings the Troop performs a variety of service projects. The Troop assists with spreading mulch each spring at St. John Paul II parish, our sponsor. Of course we participate in Scouting's "Scouting for Food". We try to offer an ambitious program, and as you can see, we think we live up to that.

Mission of Troop 243

“The mission of Boy Scout Troop 243 is to prepare young men to make ethical choices based on the values in the Scout Oath and Law and to develop skilled leaders who encourage others to do the same.”

As with most organizations, the Troop has a purpose or mission statement that outlines who and what we are as an organization. As you can see, our mission is simple but challenging. It is modeled after the mission of the national Boy Scouts of America (BSA). We endeavor to develop young men who are physically, mentally, and emotionally fit; who have a high degree of self-reliance as evidenced in such qualities as initiative, courage, and resourcefulness; have personal values based on religious concepts; have the desire and skills to help others; who understand the principles of the American social, economic, and governmental systems; who are knowledgeable about and take pride in their American heritage and understand our nation’s role in the world; who have a keen respect for the basic rights of all people; and who are prepared to participate in and give leadership to the American society.

The best definition of Scouting is found in the three points of the Boy Scout Oath that are symbolized by the three fingers of the Scout Sign. Each point of this oath defines one of the fundamental duties of a Scout:

Duty to God: Scouting is not a religious organization. Scouts are, however, encouraged to understand and live up to their own convictions, and to respect the beliefs of others. All major religious groups offer awards for Scouts.

Duty to Other People: The Scout Law elaborates the kinds of things we should do to fulfill our duty to others. Be trustworthy, loyal, and helpful for example. As Scouts grow and master the basic skills of Scouting, they are expected to put this knowledge back into the Troop by serving as a junior leader. The higher awards also contain service project requirements.

Duty to Self: We promise to keep ourselves in good shape physically, mentally, and morally. Many of our activities have a physical orientation. Much of the work we do to earn badges helps us to develop mentally. Some of the badges, and most other parts of our program, encourage moral development.

Boy Scouting also provides for growth of moral strength and character, teaches citizenship, and enhances the development of physical, mental and emotional fitness. This is all done in the spirit of fun and adventure.

The Scout Law, Scout Oath, Scout Motto and Scout Slogan summarize the above expectations of the Scouts and what we as adults strive to teach them. They are the personal behavioral guides and standards to which a boy commits himself when he becomes a Boy Scout. They are as follows:

SCOUT LAW	SCOUT OATH
<p>A Scout is:</p> <p>Trustworthy</p> <p>Loyal</p> <p>Helpful</p> <p>Friendly</p> <p>Courteous</p> <p>Kind</p> <p>Obedient</p> <p>Cheerful</p> <p>Thrifty</p> <p>Brave</p> <p>Clean</p> <p>Reverent</p>	<p>On my honor I will do my best</p> <p>To do my duty to God and my country</p> <p>and to obey the Scout Law;</p> <p>To help other people at all times;</p> <p>To keep myself physically strong,</p> <p>mentally awake, and morally straight.</p>

Scout Motto Be prepared

Scout Slogan Do a good turn daily

Please take a few minutes to read Chapter 1 of your son's Boy Scout Handbook.

Since 1910, these principles have been taught in an atmosphere of recreation and fun which allows young people to develop self confidence, leadership and moral character. More and more men, trained as Scouts, are taking their places in today's world as responsible adult leaders. Men who earned badges as Scouts, sit on the Supreme Court and in the chambers of Congress. Others hold important offices in our government, business and industry. Most of the members of congress were Scouts, as well as most of the astronauts who have walked on the moon. The long list of famous scouts includes:

President John F. Kennedy	Boy Scout	Neil A. Armstrong, First person to set foot on the Moon	Eagle Scout
President Gerald Ford	Eagle Scout	Steven Spielberg, Film Director	Eagle Scout
J. Willard Marriott, Jr. President of Marriott Corporation	Eagle Scout	William C. Devries, M.D.; Transplanted First Artificial Heart	Eagle Scout
Sam M. Walton Chairman/CEO, Wal-Mart	Eagle Scout	Barber B. Conable, Jr. President, World Bank	Eagle Scout

The Boy Scouts of America is the largest youth oriented organization in the United States. More than 4 million boys and leaders are currently registered in the Boy Scouts of America.

We want to provide a solid program where Scouts can learn, develop, and most importantly, have fun! The only way such a program can be achieved is through challenging the Scouts. The goals are attainable through the presence of a solid Scouting program.

Aims and Methods of Scouting

The aims of the Scouting program are to build character, foster citizenship, and develop fitness. These aims are achieved through a series of Scouting methods that consist of ideals, patrol method, outdoors, advancement, personal growth, adult association, leadership development, and uniform.

The ideals of Scouting are found in the Scout Oath, Law, Motto, and Slogan. All Scouts are expected to live by these ideals. The patrol method develops leadership and teamwork abilities in a small group setting before it is applied on a larger Troop setting. The outdoors is the key setting where the aims and methods are achieved. Weekend camping establishes self-reliance as the Scouts learn to work together and survive on their own.

Advancement creates a challenge to all Scouts by providing them with a series of obstacles to overcome. Furthermore, it provides a rewarded sense of accomplishment for the Scouts hard work and determination. Personal growth is developed as Scouts provide service, advance, and develop a plan for the Scouting years. All these activities provide an opportunity for the Scouts to grow as individuals and members of their community and religious organizations.

Adult association provides role models for the Scouts to observe and also creates setting where adults and boys work together to achieve common goals and have fun while doing so. Leadership development is formed as each Scout assumes a Junior Leader position. The development starts with patrol positions on a smaller level, and fully develops as Scouts assume Troop junior leader positions that are essential to the operation of the entire Troop. Remember, your sons as leaders, run the Troop. Finally, the uniform gives Scouts an identity.

Troop Organization

Scout Leadership Positions

The Troop is organized into a series of patrols consisting of anywhere from five to ten boys. Each Patrol has a Patrol Leader and an appointed Patrol Staff that helps the Patrol operate as a unit. Each patrol elects a patrol leader that acts as the head of the patrol. The Patrol Leader is responsible for appointing an assistant patrol leader, patrol scribe, quartermaster and grubmaster. Each patrol represents a portion of the entire Troop.

In addition to the patrols, there are additional positions that aid in the functioning of the Troop. Semiannually, the Troop elects a Senior Patrol Leader (SPL) who is responsible for the overall success of the Troop. He appoints one or more Assistant Senior Patrol Leader(s) who train the Troop Staff and is responsible for taking over in the SPL's absence.

In addition, the ASMs appoint Troop Guide(s) who is responsible for guiding the New Scouts through their first Scouting year and to help new scouts earn First Class by the end of their first year.

The Troop Junior Leaders, as with the Patrol Leaders, have a Troop Staff. The Staff consists of members in the patrols that also assume a Troop Junior Leader position. The Troop Staff consists of a Troop Scribe(s), Quartermaster(s), Historian, and Chaplain's Aide. As with the Patrol Staff, each member of the Troop Staff has their own position to help with the functioning and operation of the Troop. The following are descriptions of Troop Junior Leader Positions:

- **Senior Patrol Leader:** Runs all Troop meetings, events, activities, annual program planning conference, and Patrol Leaders' Council meetings. He also appoints Troop Junior Leaders and assists in their training and assignment of duties.
- **Assistant Senior Patrol Leader(s):** Helps the Senior Patrol Leader run all Troop activities. In the absence of the SPL, the Assistant takes over. He helps train and supervise the Troop Scribe, Quartermaster, Historian, Librarian, and Chaplain Aide.
- **Troop Guide:** Trains, guides, and monitors new scouts progress through their first Scouting year. He supervises and assists the new Scout Patrol Leader in making Patrol decisions. Helps new Scouts earn First Class in their first year.
- **Patrol Leader:** Guides and represents the Patrol on the Patrol Leaders' Council and on all Patrol activities. Appoints an Assistant Patrol Leader and other Patrol positions. Knows the advancement needs and outing interests of all Scouts and works to satisfy those needs and interests.
- **Scribe:** Attends and keeps logs on the Patrol Leader's Council meetings and records troop meeting attendance and advancement records. Collects permission slips and money for various troop activities.

- **Troop Quartermaster:** Maintains records on Troop and Patrol equipment. Oversees the maintenance of the Troop Equipment Garage. Issues all equipment needed for weekend outings. The Troop Quartermaster assists with equipment loadings prior to camp outs.
- **Historian:** Gathers pictures and facts about past Troop activities and keeps them in a historical scrapbooks and photo albums.
- **Chaplain Aide:** Plans and leads religious services at Troop outings and meetings. Encourages all Scouts to take part in the religious emblems program.

The Troop staff is responsible for carrying out the Troop program plan. But who plans the Troop activities? The Patrol Leaders' Council (PLC) is in essence the executive board of the Troop. **They make the decisions!**

Patrol Leaders Council

The Patrol Leaders' Council (PLC) is made up of the Senior Patrol Leader and his assistant(s), the Patrol Leader from each Patrol and the Troop Guide. At each PLC meeting, the scouts plan the monthly meetings and the activities on the monthly outing. Planning the monthly meetings entails a pre-opening activity, opening ceremony, skill session, game, patrol-meeting topic, inter-patrol activity, and closing ceremony. The PLC will usually plan the meetings for the month based on a monthly program feature that was decided upon in August at our Planning Conference.

In addition, the PLC plans the monthly outing that reflects the skills that were taught during the meetings of the previous month. The outing provides the Scouts with an Outdoor experience in which they can have hands-on practice with the skills they learned during the month. The PLC is *ultimately responsible* for developing the program of the Troop. Without their hard work, there would be chaos.

The Patrol Method

Finally, one point worth mentioning again is the notion in Scouting of "The Patrol Method." Lord Baden-Powell, the founder of Boy Scouting, realized that boys tend to hang out in natural "gangs". Every Boy Scout Troop is made up of these natural gangs, or patrols, that are groupings of five to eight boys. Each patrol elects its own leader. The patrol leaders, with an elected senior patrol leader as their head, form the core of troop leadership – the patrol leaders' council. It is the council's job to plan and run the Troop program. Each Patrol Leader represents his Patrol on the council, and interprets to his patrol the plans and decisions of the council. Patrols have time to meet during each Troop Meeting. During the second week of each month, the Patrols also have their own meetings, elect their own officers, and plan and carry out their patrol activities.

The Scoutmaster Handbook suggests that the foregoing paragraph best summarizes the Scouting movement. The Patrol method has been proven to be very successful in fostering four important points amongst the members of the patrols.

- First, they promote friendship by grouping friends together.
- Second, the small size allows each Scout to get involved because he is needed in helping the Patrol function.
- Third, the Patrol Method develops responsibility as each member of the Patrol takes on a leadership position within the patrol.
- Fourth, the Patrol Method introduces a democratic process to decision making.

Troop Elections

There are only two Troop positions that require an election process: the Senior Patrol Leader and Patrol Leaders for each Patrol. Elections will be held twice each year. Most years, the election of the Senior Patrol Leader will occur in July/January and he will take office at the Court of Honor held in August/February. However, the Scoutmaster upon consultation with the Patrol Leaders' Council may change the timing of the election process in accord with the needs of the troop. The entire Troop votes in this election.

The Senior Patrol Leader then appoints his Staff, with the approval of the Scoutmaster, consisting of an Assistant Senior Patrol Leader(s), Troop Instructor, Troop Guide, Scribe, Quartermaster, Historian, and Chaplain Aide.

Patrol Leader elections are generally held in July and January. Only those members within a particular Patrol will vote for their Patrol Leader. A Patrol may vote for a new Patrol leader as often during the year as the Patrol members desire. The Patrol Leader then appoints his Staff, with approval of the Senior Patrol Leader, consisting of Assistant Patrol Leader, Scribe, Quartermaster, Grubmaster and Cheermaster.

All votes in Troop and Patrol elections are cast by silent ballot with the winner being that individual with the most votes. In the event of a tie, a run-off will be held that same evening to determine the winner. All Troop Junior Leader positions, both those that are elected and those that are appointed, will generally run for either a six-month or one-year term starting and ending with the Court of Honor held in August and February. As stated earlier, the Scoutmaster, upon consultation with the Patrol Leader's Council may change the timing or frequency of the election process in accord with the needs of the troop.

Adult Leadership Positions

The adult organization of Troop 243 consists of two key segments; the Troop Committee and Program.

Troop Committee

The committee meets monthly on the first Monday of each month at 8:00 p.m. The committee supports the Scoutmaster in delivering a quality Troop Program and ensures that necessary resources are available. The Troop committee consists of:

- Committee Chair
- Chartered Organization Representative
- Secretary
- Treasurer
- Advancement Chair
- Bus Chair
- Others as needed

The Committee Chairperson oversees the entire Troop committee. The Chartered Organization Representative is responsible for working with both the Troop and the Church our chartered organization, our sponsor of the Troop. The Secretary is responsible for the minutes of every committee meeting and any correspondence, letters of donations, etc. that are issued. The Treasurer is responsible for overseeing the financial details of the Troop and for keeping records and tabs on the Troop budget. The Advancement chair is responsible for keeping track of all the advancement records for all Scouts. The Troop Bus Chairperson is responsible for the licensing and training of drivers for the Troop Bus and the maintenance, licensing and insurance for the Troop Bus.

Scoutmaster & Assistants

While the Troop committee represents the behind the scenes operations of the Troop, the Scoutmaster and his Assistants are responsible for overseeing the program and operations of the Troop. According to the Boy Scouts of America, the Scoutmaster is responsible for training and guiding Scout leaders to run their Troop, work with and through the Assistant Scoutmasters to bring the Scouting program to the Troop, help the Scouts to develop by challenging them and encouraging them to learn new things, guide the Scouts in planning the Troop program, help the Troop committee to recruit new Assistant Scoutmasters, and to conduct Scoutmaster Conferences. The Scoutmaster has several Assistants to help him develop the Scouting program.

Adult Leadership Responsibilities

Troop 243 is very fortunate to have a solid group of adult leadership working to provide the Scouting program to all members of the Troop. Adult leaders with Troop 243, are primarily responsible for achieving two major goals: 1) Training and guidance of the Scouts consistent with the Aims and Objectives of the BSA; 2) Providing a safe outdoor program to all Scouts. Assuming these two key responsibilities are satisfied, the adult leaders provide the Scouts with the tools to actually deliver the Scouting program to themselves and their fellow Scouts.

The Troop is always seeking new adult leaders. Any parents interested in getting involved as an adult leader should speak with the Scoutmaster or the Committee Chairperson for an application.

Troop Policies & Procedures

Attendance & Active Membership

- 1) A Scout should maintain a 50% attendance at all troop meetings.
- 2) A Scout should attend 50% outdoor camping activities to remain active. Due to the length of the activity summer camp counts as 2 activities. Thus there are 12 activities a year.
- 3) The troop scribe will notify the Senior Patrol Leader (SPL) and Scoutmaster of the lack of attendance. The Scoutmaster will notify the scout of the movement to an inactive role after concurring with the Senior Patrol Leader. The Scoutmaster makes the decision on moving the scout to the inactive role.
- 4) All dues must be current with the troop.

What you can do if inactive – How to rejoin the Troop

The scout can reapply for active status. Thus he will fall under the guidelines of rejoining the troop again. In addition, you must participate in a Scoutmaster conference to be reinstated.

What a scout cannot do if inactive

- 1) A scout cannot advance in rank.
- 2) A scout cannot hold any troop or patrol leadership position.
- 3) A scout cannot attend any campouts, without approval of the SPL and Scoutmaster.
- 4) A scout cannot attend any special events, without approval of the SPL and the Scoutmaster.

Troop Discipline Policy

While we anticipate no problems with inappropriate behavior, it is still necessary to have a discipline policy, and more importantly, let all the Scouts and their parents know about such a policy. Behavior problems are first to be dealt with by the Patrol Leader (PL).

In the event that the PL is having a problem with a patrol member and it cannot be resolved, he should report it to the Senior Patrol Leader. If a behavior problem becomes uncontrollable, the Scoutmaster or an Assistant will step in to determine the appropriate discipline in conjunction with the Senior Patrol Leader.

In the “Guide to Safe Scouting”, the Hazing and Initiations section is clear, concise, and complete. It says, “All forms of hazing, initiations, ridicule, inappropriate teasing are prohibited and should not be allowed.”

Some examples of hazing include:

Verbal harassment

Verbal abuse

Physical harassment

Physical abuse

Teasing or picking on someone

Dropping tents on Scouts

Giving an unfair portion of work to someone just because they are new

Taking advantage of someone because they do not know enough about the program to know better

Making a group of new Scouts do an unnecessary task because they are new

Inappropriate behavior and/or hazing may result in suspension from a Troop game, additional Troop chores, and so on. Any major behavioral problems that occur will result in any of the following actions:

- 1) Parental contact and pick-up from the meeting or outing;
- 2) No participation in Troop meetings or outings;
- 3) Delaying rank advancement because a Scouts inappropriate behavior does not demonstrate the last requirement of living by the Scout Oath and Law.
- 4) Repeated behavioral problems may result in suspension or dismissal from the troop

We hope that we will not have to use these disciplinary actions. However, it is important for all Scouts and parents to know what courses of action will be taken for the good of each scout and the troop as a whole.

Code of Conduct

In Scouting, the only rules are the Scout Oath and Law. All Scouts are expected to live by the Scout Oath and Law. Those ideals should dictate all Scouts' behavior. Any behavior that goes against the Scout Oath and Law disgraces the Scout, his parents, the adult leaders, and the Troop.

Every year, each scout and their parents will be asked to sign a Code of Conduct. This agreement outlines the basic rules contained in the Scout Oath and Law and forms the basis of conduct at troop meetings, outings and other events

Advancement Procedures

After joining the Troop the new member attains the rank of Scout. From there, he continues through a series of advancement ranks that focus on learning and testing his experiences. Skill requirements focus on the 3 points of the Scout Oath (Duty to God and Country, Duty to Others, and Duty to Self). Please review your son's Scout Handbook for the requirements of each rank. As the Scout acquires and demonstrates these skills, he moves up through a series of ranks (Tenderfoot, Second Class, First Class, Star, Life, and Eagle). The higher he climbs the more challenging his tasks -- and the more rewarding.

As the Scout completes the rank requirements, he immediately receives peer recognition and support by being presented with his rank advancement at the end of the Troop meeting. At the next Court of Honor, this same Scout will be recognized in front of all of the Troop families, and will have the honor of presenting a lapel pin of his rank to his parent.

Scoutmaster Conference

The scoutmaster or an assistant scoutmaster will talk to the scout reviewing his progress in rank and relationship in the troop. The Scoutmaster will have the opportunity to reflect on what the Scout has accomplished and discuss his Scouting career in general, and how to approach the challenge that lies ahead.

Board of Review

After completing the requirements for a rank, including a meeting with the Scoutmaster or Assistant Scoutmasters, the scout is presented to a Board of Review. The Board consists of

three to six adults, at least two of whom are registered members of the troop committee, who review the Scout's progress and recommend him for advancement if warranted. The Board of Review may not include the Scoutmaster, Assistant Scoutmasters, or family members of the Scout. They do not re-test the scout on skills he has learned. It is the scout's responsibility to request scheduling of the Board of Review from the Advancement Chairman. A scout must be in full uniform in order to participate in a Board of Review.

Court of Honor

Once every three months, the Troop gets together for a special program geared to honoring all scouts who have advanced. In addition to recognizing advancement, the Court of Honor also is a chance for the scouts to show off their newly learned skills. Information regarding upcoming outings and meetings are presented at this time. It is highly recommended that parents be in attendance at these important meetings.

Advancement is an important part of every Scout's career. The Troop has adopted an advancement policy that will insure that all Scouts are knowledgeable in the given requirements needed for advancement. The process consists of skill instruction, demonstration and practice, and a testing period.

Advancement Policy

Advancement sets a pattern of setting positive goals and reaching them throughout life. Even though it's not one of the primary aims of Scouting, advancement is a natural byproduct when your Scouting experience is acquainting you with the BSA ideals, the patrol method, the outdoors, association with adults, personal growth, leadership development, and the Scout uniform. It's easy to advance by following these four basic steps:

1. Learning
2. Testing
3. Review
4. Recognition

Rank Advancement

The requirements for the ranks of Tenderfoot through First Class prepare a scout to take full advantage of all that Scouting has to offer. Star, Life, and Eagle requirements focus on service to others and developing leadership skills.

Requirements for each rank are outlined in the Boy Scout Handbook. A scout can work on advancement requirements with his parents or other family members, with other Scouts and with adult Scout leaders. This can be done on his own, in patrol and troop meetings, and during other troop functions such as campouts. Until a scout reaches the rank of First Class, a reasonable goal would be to try to complete at least one rank requirement at each week.

Scout skills cannot be mastered by performing them just once. A scout will have many opportunities to practice each skill, and he will be thoroughly tested on each requirement before it is "signed off". In addition, he should expect to practice each skill repeatedly, even after it has been signed off. As a scout makes progress, he will also have opportunities to teach these skills to less experienced Scouts, which will further reinforce his knowledge and skill.

As a scout completes each requirement, he will be tested and signed off in the back section of his Scout Handbook (pp. 438 - 449) by the Scoutmaster or by someone he designates. This person may be an Assistant Scoutmaster, a Troop Committee Member, or another, more experienced, Scout. (In Boy Scout troops, leaders, rather than parents, sign off advancement requirements.) In order to avoid the appearance of impropriety, in most troops, troop leaders will not normally sign off rank requirements for their own sons. Infrequent exceptions may be made in the case of a leader who is teaching skills to several Scouts at once at a patrol or troop meeting or other Scouting function, but every effort should be made to have another leader sign off the instructing leader's sons if possible.) No scout with a negative scout account balance will be allowed to advance.

It's up to each scout to take advantage of the advancement opportunities available to him, and to take the initiative to ask for someone to test him when he is ready. The scout is responsible for keeping his own personal advancement record in his Scout Handbook. He should also record service hours, campouts attended, troop activities, and leadership positions in the handbook. This information should also be communicated to the troop scribe.

A scout must earn the ranks in order, but may complete any requirement for Tenderfoot through First Class at any time. (For example, he may complete a First Class requirement before finishing your Tenderfoot requirements, but he must earn Tenderfoot rank before he can earn the Second Class and First Class ranks.)

Each scout will be meeting regularly with the Scoutmaster to reflect on his activity in the troop and understanding and practice of the ideals of Scouting. This Scoutmaster conference is also used to discuss goals and accomplishments and is required for each rank advancement.

A scout does not have to wait until he has completed the requirements for a rank in order to ask for a Scoutmaster conference. He may talk with the Scoutmaster at any time that is convenient to both. However, for a Scoutmaster conference to count toward rank advancement it must take place after all other requirements are complete and before the Board of Review. At this required conference, the Scoutmaster will also help you determine whether or not a scout is ready to go before the Board of Review.

After this Scoutmaster conference, a scout should arrange for a Board of Review following the procedures the troop advancement chair establishes. Boards of Review for all ranks except Eagle Scout are normally held upon request of the scout. (Eagle Scout Boards of Review are arranged through the District Advancement Committee and may have other members.)

The purpose of the Board of Review is not to retest a scout but rather to ensure that he has completed all of the requirements, to determine the quality of his troop experience, and to encourage him to advance toward the next rank. Sometimes he will meet with a Board of Review even when he is not ready for the next rank, in order to check progress and to see how things are going for in the troop and in your patrol. The troop Advancement Chair may schedule a scout for such a Board of Review when (s)he feels that an extended period has passed since your last Board of Review.

A scout needs to have his Boy Scout Handbook and should be in Class A uniform when appearing for a Scoutmaster Conference or a Board of Review. At the beginning of the review, the chair of the board will bring him into the room and introduce him to the board. During the review the board will discuss his development along the trail to Eagle, ask

questions about skills that were required for the particular rank, and evaluate the scout in terms of troop activities and readiness for the next rank. It is also a time for a scout to ask any questions he might have and to give feedback to the troop committee about activities and his Scouting experience in the troop and patrol. At the end of the review the scout will be asked to leave the room while the board discusses your qualifications. The board will then call him back into the room and inform him either that he has been approved for the next rank or what additional actions he must take to qualify.

After passing the Board of Review, he will be recognized in front of the troop as soon as possible. He will receive his new rank patch shortly after, usually at the troop meeting. He will be formally recognized for rank advancements, merit badges and other achievements in front of family and friends during a ceremony at a Court of Honor. At this time he will be presented with a wallet-sized certificate card and a rank pin ("mother's pin"). His parents, other family members, and friends are encouraged to attend all Courts of Honor.

After reaching the rank of Life Scout, a scout will meet with one of the adult leaders in the troop. This adult leader will become a mentor to help him attain the rank of Eagle Scout. At this meeting, he will receive the Life to Eagle packet and discuss ideas and suggestions for an Eagle Service Project. This project must conform to special guidelines that have been outlined by the Boy Scouts of America. The Scoutmaster, troop Advancement Chair, and a representative of your District Advancement Committee, as well as the benefiting organization, must approve the project before he begins to carry it out.

Merit Badges

The goal of the merit badge program is to expand a Scout's areas of interest and to encourage the Scout to meet and work with adults in a chosen subject. Earning merit badges allows a Scout to explore many fields, round out skills, and introduces him to subjects that will perhaps become lifelong interests or a rewarding career.

There are 13 required merit badges: (1) First Aid, (2) Citizenship in the Community, (3) Citizenship in the Nation, (4) Citizenship in the World, (5) Communication, (6) Cooking, (7) Personal Fitness, (8) Emergency Preparedness OR Lifesaving, (9) Environmental Science OR Sustainability, (10) Personal Management, (11) Swimming OR Hiking OR Cycling, (12) Camping, and (13) Family Life.

There are more than 100 merit badges for a scout to choose from. He may earn any merit badge at any time, with Scoutmaster approval. A scout should not wait for someone to tell him when and which merit badge to work on. He doesn't need to reach a certain rank in order to be eligible. However, he should concentrate on achieving the rank of First Class before devoting a lot of time to working on merit badges.

The Troop attempts to offer many of the Merit Badges during Troop meetings. However, it is recommended that each scout earn at least one Merit Badge (in addition to those at summer camp) from a counselor outside of the Troop. The Scoutmaster can help scouts find and contact a qualified Merit Badge counselor. Parents are also encouraged to volunteer to serve as a Merit Badge counselor in those areas that he/she may have expertise, knowledge or interest.

A scout should not become overwhelmed by trying to complete too many badges at one time. We recommend that he actively work on no more than two at one time until he reaches the rank of First Class, and no more than five at one time thereafter.

Scouts can find information about merit badge requirements in the appropriate merit badge pamphlets and in the current year's Boy Scout Requirements book. The Troop Librarian maintains a library that consists of Merit Badge books and other important Scouting resources. All books can be signed out by Scouts through the Troop Librarian. Fees will be issued on books that are not returned. In addition, the Troop has a buy back policy where it will buy back Merit Badge books purchased by a Scout for \$1.00 after the Scout has earned the badge. This serves two purposes: 1) reducing costs, and 2) constantly updating the Troop Library with newer versions of pamphlets. All of Merit Badge pamphlets are available from the Scout Shop or Council Trading Post.

Here are the steps for earning a merit badge:

1. The scout requests a blue merit badge card from the Advancement Chair or Scoutmaster. He fills in the name, address, name of the merit badge, and asks the Scoutmaster to sign it. Then he obtains the name and phone number of a qualified counselor from the Advancement Chair or Scoutmaster.
2. The scout then contacts the counselor to set up an appointment (unless the badge is being offered through the troop meetings). This can be at any place that is suitable to both. Meet with the counselor. The counselor will explain the requirements for the merit badge and help him get started.
3. The scout then works on the badge requirements until completed. He then meets with the counselor whenever necessary. He must complete the stated requirements and satisfy the standards of each merit badge. The merit badge counselor may encourage him to do more than the requirements state but he or she may not require it. The scout (not the counselor, Scoutmaster, or Advancement Chairman) should keep the merit badge card until it is completed and the counselor has signed the card. If the card is lost, the will have to start the badge over unless the counselor is willing and able to vouch for what is already completed.

If the scout changes counselors for any reason, it is up to the new counselor whether or not he or she will accept the work done with the previous counselor. Normally the new counselor will ask you a few questions, and if the counselor is satisfied that the work was done that was signed off, he or she will accept it.

4. After the merit badge is completed and the counselor signs the merit badge card, he or she will keep the Counselor's section and return the rest of the card to the scout. He should give the rest of the card to the Advancement Chair, who will keep the troop section.

The scout will receive the merit badge shortly after the blue card is turned in. Your wallet-sized certificate card will be presented to you at the next Court of Honor.

5. Scouting's "Barriers to Abuse" policy states that there must be two registered adults present for all Scouting activities and meetings. This includes merit badge counseling. However, the parent or legal guardian of the Scout may serve as the second adult. This parent or legal guardian does not have to be a registered leader.

Advancement Record-keeping

Advancement records are kept in three places — the Council office, the troop Advancement Chair (assisted by the Troop Scribes), and by the scout. The Council office keeps records supplied to them by the troop Advancement Chair (assisted by the Troop Scribes), who also maintains troop advancement information on a computer. Scouts will receive three kinds of documents that need to be **KEPT IN A SAFE PLACE UNTIL AFTER HE TURNS 18!** (or receives the Eagle Scout Award, whichever is later)! These documents are: The Boy Scout Handbook with requirements signed off; scout's portion of completed blue merit badge cards; and the wallet-sized certificate cards for rank advancement and merit badge completion. The scout should make sure all of them are signed or initialed by the appropriate Scout leader. All of the cards are the same size and can be safely kept in plastic protector pages that are designed for baseball and other sports cards. **IT IS VERY IMPORTANT THAT HE KEEPS THESE DOCUMENTS IN A SAFE PLACE AND DOES NOT LOSE THEM!!!** If it should happen that there is a discrepancy or missing records, the personal records are the most important ally in proving what was completed and when.

Finances

Troop 243 is committed to delivering an outstanding program, providing every Scout with great opportunities to learn, have fun and receive recognition as he advances to Eagle Scout. This policy addresses how the troop and Scouts will be able to pay for these costs.

Troop Program Costs

On an annual basis, the Troop Committee approves a budget, based on historical costs and expected program costs for the year. As of January 1, 2019, the estimated cost per Scout to fund the troop program is summarized in the table below. The budgeted costs are based on a troop size of approximately 30 Scouts.

\$95	Re-chartering, registration, Insurance, Boys Life, includes cost of adult leaders
\$36	Advancement & recognition (Rank, other Awards, Merit Badges)
\$38	Training (youth and adult)
\$52	Equipment, Program, and Misc. Supplies
\$53	Weekend Campout Food
\$57	Bus - Insurance, Fuel, Maintenance (Bus is funded by Kroger Gift Card proceeds and aluminum cans)
\$331	Total

Troop Fundraising Policy -3/14/2023

This policy is based upon the guidelines of the BSA, the Roman Catholic Archdiocese of Louisville (our chartered organization), and the IRS.

The IRS does not allow any funds raised by charitable organizations to directly benefit any of its individual members, even if those funds can only be used for the costs of participating in the activities of that organization. All money raised by a charitable organization must benefit the entire organization.

In 2015, scout units chartered to parishes of the Archdiocese of Louisville became more closely connected with the church. The Archdiocese has published guidelines for the finances of scout units. Among other things, the funds of scout units sponsored by Catholic parishes must be held in accounts controlled by the parish, and money earned by scout units are subject to the “cathedraticum” tax (which supports the Archdiocese). These policies also prohibit distributing fundraising profits into individual scout accounts. However, they allow the troop to organize fundraisers to reduce the cost of a particular activity, provided that all scouts participating in the activity benefit equally:

All fundraising done by the organization has to benefit all registered parish Boy Scouts. The organization cannot take the funds raised by one parent or scout and reduce only that particular parent's fee, nor one particular scout's fee for a trip or related activity. Even though one parent may work harder and be more successful at raising funds for a trip than other parents, the funds raised for the trip must be put together and reduce the total cost of the trip or related activity for everyone.

<https://www.archlou.org/wp-content/uploads/2013/08/Guideline-of-Parish-Sponsored-Boy-Scout-Packs-and-Troops.pdf>

Troop Fundraisers

Subject to change at any time (at the discretion of the Troop Committee), the troop offers the fundraisers listed below. In early 2020, the Troop Committee decided to divide fundraising equally, based on the following percentages:

43% towards dues reduction

25% towards the next summer camp

32% towards the next high adventure trip.

NOTE: The Troop Committee can change this percentage, based on the current needs / activities of the Troop.

Here is a list of our traditional fundraising activities, with proceeds being divided using these percentages:

Pancake Breakfast (in the fall, on a Sunday morning)

Mardi Gras Dinner (held on a Saturday, before Ash Wednesday)

University of Louisville Football game parking

Council Camp Card Sales

Other Fundraisers

The Troop would like to limit our fundraising efforts to the list, above. We have held spaghetti dinners, car washes, popcorn or other product sales. Unless designated otherwise, by the Troop Committee, other fundraising will be divided using the same percentage, above.

Bus Fundraisers

Proceeds from the following fundraisers will be devoted to maintaining the bus, which is registered in the name of St. John Paul II parish, but paid for and maintained by Troop 243.

Aluminum Can Trailers (one at St. John Paul II, one at St. Bartholomew)
Kroger Community Rewards

Tarp Setups:

Any member of Troop 243 can borrow a tarp from the Troop, at no cost. If the Tarp or poles are damaged, they should reimburse the troop for the cost of the necessary repairs. Occasionally, outside groups request the use of Troop tarps for an event. The Troop will recruit scouts to setup and take down the tarps. 80% of any payment is divided up among the scouts who do the work. These funds will be deposited into the participating scouts' scout account. 20% of the payment is retained by the Troop to cover the cost of maintaining the Tarps.

Eagle project fundraising:

A scout working on their eagle project is required to use the "Eagle Scout Project Workbook". If the scout plans to do fundraising, there is an "Eagle Scout Service Project Fundraising Application" section that must be completed and approved by the organization benefiting from their project, our Scoutmaster and the designated council approver. The troop will not contribute funds towards an eagle scout project.

Troop Outing Costs

Troop outings will be structured so that the Scouts who attend will cover all of the costs associated with their attendance including food, camping and special event fees, etc. The costs of registered adult leaders attending the outing (Scoutmaster, Assistant Scoutmasters, and committee members) will be included in the price that each Scout pays who attends that outing. All adult leaders pay any extra fees for summer camp, high-adventure trips, canoe rental, extra patches, attraction admission, and t-shirts. Parents who attend an outing, but are not registered leaders of the Troop will be charged for their cost of attendance. When possible, the troop will cover the costs of the scoutmaster for normal troop activities like weekend campouts, camporees, and summer camp, but not for high adventure trips.

Any scout who signs up for an outing and does not attend will be responsible for the expenses incurred by the troop on his behalf for that outing. If the scout gives the troop notice that he will not attend, the troop will try to avoid whatever expenses it can related to that scout. For example, if food for the outing has not yet been purchased when the scout gives notice, the scout will not be charged for food. But if food has already been purchased, the scout will be

charged for his share, whether he is there to eat it or not. Special event fees that are refundable, or can be cancelled, will not be charged to a scout who does not attend. But special event fees due based on scout signing up, which cannot be cancelled or cannot be refunded will be charged to the scout. If a fee is only partially refundable, the scout will be responsible for the non-refundable part.

Adult leaders who sign up for an outing and do not attend will be responsible for any nonrefundable fees or unavoidable expenses which adult leaders normally pay out of their own pocket on outings of that kind. For example, an adult leader who signed up to attend a high adventure trek but does not attend (for any reason) will be responsible for any non-refundable fees due or paid to the high adventure base.

Other Costs

Each Scout needs to provide his own uniform and personal camping equipment. He must also pay for any outings he wants to participate in. A limited number of "experienced" uniforms are available from the troop (we encourage families to donate outgrown uniforms). These are available to our scouts free of charge on a first-come, first-served basis.

Scout Accounts

As a convenience to scout families, the troop treasurer can maintain a "scout account" in the scout's name. Families can deposit funds into their scout's account to be applied towards dues, troop outings, and other scout related expenses. If a scout leaves the troop, any funds deposited by the family could be refunded, applied towards a relative in the troop or donated to the Brandon Tong Fund.

Before a scout can use their scout account, they must have a sufficient balance. If there is insufficient funds, the Scout must pay for dues and other activities from his own funds. The troop cannot loan scouts money, nor allow their balance to go negative. Scouts cannot participate in outings or other events unless their share of the cost is paid in full.

Hardships / Brandon Tong Fund

An endowment fund has been established in honor of Brandon Tong to assist families who cannot afford to fully pay for the costs of being a member of Troop 243. The troop committee will work with the family to ensure they can continue to actively participate in the program. For hardships, please contact the Scoutmaster or the Troop Committee chair. Any request and assistance will be treated with complete privacy.

Training Policy

Scout Training

Troop 243 offers an annual Junior Leader Training Conference for all members of the Patrol Leaders' Council and other Scouts wishing to serve in a Troop leadership position. The training is designed to give each participant the tools to become effective leaders. The Training Conference is customized to the needs of the current Troop Junior Leaders.

In addition, the Troop strongly encourages those who wish to serve in the positions of Senior Patrol Leader, Assistant Senior Patrol Leader or Patrol Leader attend the Junior Leader Training Course conducted by the Lincoln Heritage Council each summer.

Adult Training

Every boy deserves a trained leader! Parents who want to become more involved with their son can join as a registered adult leader and spend quality time with him as he approaches maturity. You can obtain an application form from the Committee Chair or Scoutmaster. Please complete this form and return to them.

To become a registered leader you must complete the "Youth Protection" training online at: <https://my.scouting.org>

After completing Youth Protection Training, you should then complete either the online "Scouts BSA – Scoutmaster Training" for Scoutmasters and Assistant Scoutmasters, or the "Scouts BSA – Troop Committee Training" for Troop Committee Members.

S11 Introduction to Outdoor Leader Skills (IOLS) is an outdoor classroom training required for Scoutmasters and Assistant Scoutmasters to be classified as Position Trained

The Archdiocese of Louisville has its own training for maintaining a safe environment for scouts. Every leader must complete the Archdiocese training.

Travel Policy

When traveling to and from outings in the Troop Bus, all Scouts are to remain seated with hands, arms, heads, etc inside the bus. At the present time, the Troop Bus is not equipped with seat belts. When riding in other vehicles such as parent's cars and vans, Scouts are to wear seat belts at all times. All Scouts are instructed to leave vehicles cleaner than they found them. Any disruptive behavior will not be tolerated. If any Scout behaves in such a way that is disruptive to the driver, his parents will be called to come pick him up when we arrive at the campsite. Each Boy Scout's parent or guardian must sign a permission slip before boarding a troop bus.

Uniform Policy

The Scout uniform represents an important part of whom we are and should be worn with pride by all Scouts at all Scouting functions.

Class A uniforms consist of a Scout shirt with proper insignia, Scout pants or shorts, a Scout belt, Scout socks when wearing scout shorts, hiking boots or casual shoes and a Scout Handbook. Open toe shoes, sandals or flip-flops are not part of the Class A uniform. On formal occasions such as a Court of Honor, the Troop Neckerchief and Merit Badge sash is also to be worn. Remember, a class A uniform must be worn at all Boards of Review. A board will be canceled if a scout is not properly uniformed.

Class B uniform is considered more of an activity uniform and consists of a Troop T-shirt in the place of the Class A shirt. All other parts of the uniform remain the same.

Scouts should attend each Troop meeting in a Class A uniform. Periodic uniform inspections will be held. Uniform requirements for Troop Outings will be decided on an individual outing basis and will be announced on the permission slips. However, whenever traveling, Scouts are required to wear the full uniform. If a Scout chooses to arrive for an outing and is not wearing his full uniform, he will not be allowed to attend the outing.

While boys are scout age, their bodies change rapidly. Repeated purchase of uniforms can become very expensive. In attempt to ease this expense, and in an effort to include all interested boys, the Troop Committee operates an experienced "Uniform Closet". Scouts who have outgrown their uniform pieces are encouraged to donate them to the uniform closet for use by other scouts. Scouts who need uniform pieces are encouraged to check the uniform closet for supplies they may need. Any scout who needs financial assistance in purchasing a uniform should contact the Scoutmaster or the Troop Committee person who is in charge of the uniform closet.

Equipment Policy

Troop 243 owns a substantial amount of camping equipment that over the years has been donated or purchased with Troop funds. As a result, we have a very strict policy regarding all camping equipment. Any equipment in a Patrol Box is the responsibility of the Patrol.

Each August, a starting inventory will be taken by the troop and patrol quartermasters and periodic inspections will be held throughout the year. Any equipment that is lost on weekend outings becomes the responsibility of the entire Patrol to replace. If equipment is damaged, through no fault of any Patrol member, the Troop will replace the equipment. However, if any equipment is damaged through fooling around or direct abuse, it becomes the Patrol's responsibility to replace.

Periodically, Patrol members will take equipment home after weekend outings in order to clean the equipment. *All Patrol equipment taken home must be returned the following Wednesday.* If equipment is not returned the following Wednesday a fine will be placed on the Patrol Members on a pro-rata basis. Please understand that the reason we are so strict about equipment is that often it goes home with a Scout and doesn't return in time for the next outing.

Personal/Family use of Troop Equipment.

Personal use of troop equipment is normally not allowed. The exception to this would be Troop, District, or Council sponsored activities that individual scouts or leaders might be participating in on their own (Such as – Order of the Arrow Ordeal, Junior Leader Training, Jamborees, High Adventure Trips, Adult Leader Training, Woodbadge, etc.). Some troop equipment may be available for rental. This should be arranged through the Troop Quartermaster or Quartermaster Advisor.

Troop & Patrol Assets

Troop 243 is currently fully equipped with five operational Patrols. In addition the Troop has another fully equipped Patrol Box for use by the adult leaders. All equipment is stored in the Troop garage in individual Patrol boxes. Each Patrol is outfitted with the necessary equipment for a weekend camping trip. All Troop equipment is purchased with funds generated during fund-raisers.

Each Patrol Box contains approximately \$1000 in camping equipment. All Scouts are expected to treat Troop equipment as if it were their own personal equipment. Each Patrol is equipped with the following equipment:

Cost	Description	Estimated Replacement
	• 3 Tents	\$200 each
	• 1 Patrol Table	\$ 30
	• 1 Double Burner Propane Stove	\$ 60
	• 1 Propane Lantern	\$ 25
	• 1 Propane tank	\$ 50
	• 1 Cook Kits	\$ 75
	• 1 Griddle	\$ 25
	• 1 Dutch Ovens	\$ 75
	• 1 Chef Utensil Kits	\$ 30
	• 3 Wash Basins	\$ 10
	• 1 Patrol Water Jug	\$ 20
	• 2 Coolers	\$ 30

In addition to individual Patrol equipment, the Troop also has other equipment that is available to the Patrols if requested. The following is a list of other Troop equipment:

- Rope
- Stakes
- Ax Yard Equipment: Bow Saws, Hatchets, 3/4 Ax and Sharpening Tools.
- Troop First Aid Kit
- Klondike Derby Sleds
- Backpacking Stove

Troop Outings and Activities

Troop 243 is fortunate to be very active in the outdoors. The Troop holds on average 10 weekend outings per year. In addition, we have Troop day hikes, patrol outings or other activities throughout the year.

Our camping trips normally run from Friday to Sunday. Scouts are expected at the Scout Equipment Garage at St. John Paul II's Hikes Lane campus by 5:30 PM for a 6:00 PM departure, unless otherwise noted on the permission slip. We usually arrive home by 10:30 AM Sunday so Catholic scouts may attend the 11 Mass at St. John Paul II.

All Scouts are asked to eat dinner on Friday evening before arriving at St. John Paul II's Hikes Lane Campus. We normally have a cracker barrel snack after setting up the campsite. However, that snack may not occur until after 10:00 p.m. The Patrols will plan Breakfast, Lunch, Dinner on Saturday, and Breakfast on Sunday.

Permission Slips

Permission slips and money for all Troop activities are due back on the designated date. No exceptions will be made on permission slip deadlines unless a parent or Scout has notified the Scoutmaster or Outdoor Chairperson in advance of the deadline. If for any reason a Scout is unable to attend an activity after payment has been made, the Troop will refund whatever portion of the cost that *has not been committed* to site fees, food, or registration fees.

Personal Equipment Recommendations

Scouts are responsible for their own personal equipment. In order to help those that are just purchasing equipment, the Troop has the following recommendations on specific equipment. While we do not recommend going out and purchasing all the equipment at one time, the list is intended to provide parents with specific types of equipment that we have found to be more usable or appropriate for camping trips. Most camping gear can be purchased at a 10% discount by showing the Scout membership card at Dick's Sporting Goods, and Quest Outdoors.

1. New Scouts are strongly encouraged to have a Junior size **external frame backpack**. Some of the outings done by the Troop will use backpacks. Backpacks can range in price from \$75 to \$125 for Junior packs, but offer a great way to consolidate and store all personal gear. We recommend that a waterproof pack cover be purchased at the same time. As an alternative, a lightweight duffel bag would be sufficient for trips when the troop is not backpacking.
2. Sleeping Bags are necessary for all camping trips. The Troop recommends a **three season mummy bag** rated for 15° to 20°F weather. Sleeping bags can get a little expensive. Most mummy bags will run anywhere between \$100 and up. If you have an adequate sleeping bag currently, do not purchase a new one, consider purchasing a better quality at a later date if your son really enjoys Scouting.
3. **Hiking boots** are a must on all outdoor Scouting activities. Again, inexpensive hiking boots are more than sufficient for the average growing Scout. As your son stops growing, you may wish to purchase better quality, more expensive boots. Canvas shoes are not appropriate for most campouts since they become uncomfortable when wet and promote the forming of blisters. Along with a good pair of boots, we recommend that the Scout purchase sock liners and either synthetic or wool socks. Socks and sock liners are available at the Scout Shop and sporting goods stores.
4. Rain gear is a must on all camping trips. One thing we have learned is that \$0.99 rain ponchos are worth exactly what you pay for them. Consider purchasing a **Rain Suit (Jacket and Pants)**. Ideally, these would be waterproof and breathable. A complete suit can cost approximately \$100 and up, but will last for years to come.
5. **Pocket Knives** are used by Scouts after they earn their Totin' Chip card, which shows they have been trained in the use of knives and other ax yard equipment. Please do not

spend \$65 on a Swiss Army Knife - it will only get lost. Most Scouting pocketknives run under \$20 and are more than adequate for your son's use.

6. Flashlights should be carried by all Scouts. The best buy on flashlights are the **mini-mag-lites** that come with a carrying holster – approximately \$10. These are lightweight, and give off a lot of light. Another good buy are the L.E.D. headlamps – approximately \$20. There is no need for a 6 cell, 4ft flashlight on camping trips.
7. **Compasses** are important on some camping trips and something every Scout should eventually have. As with the pocketknives, there is no need for elaborate compasses. Silva makes an excellent compass that costs around \$12.
8. **Foam Pads** are extremely important for a good night's sleep. Closed cell pads are inexpensive and more than adequate for some. The 48-inch pads cost about \$15. For some, a more comfortable rest is achieved by using a self-inflating mattress pad. These can run from \$40 and up.
9. **Water bottles** are necessary on all backpacking trips and most camping trips where water is limited. The Troop recommends that each Scout has two 1 quart water bottles.
10. A Scout is clean. All Scouts should have a **small toiletry kit** containing travel size toothpaste, deodorant, soap, toothbrush, and towel. All toiletries can be kept in a small zip-lock bag.
11. Every Scout should carry a small first aid kit with him. Requirement 6b for Second Class requires that all Scouts make a personal **First Aid kit**. Again, use a zip-lock bag or old Band-Aid container for storing supplies. The Scout Handbook suggests items that should be placed in the personal First Aid kit.

The above list represents specific, suggested equipment for camping trips. While every Scout should eventually have the equipment, please do not go out and purchase all the equipment at one time. Ask around, you would be surprised at how many people might have some of the equipment you could borrow.

The above items represent suggested items that you might want to consider purchasing for your son's future Scouting adventures. Many of the items will last a lifetime and are a good investment if your son enjoys camping and the outdoors. The following list is a personal equipment checklist of all items that should be brought on a camping trip. In addition, the Scout Handbook also has clothing and equipment checklists that should be reviewed for all camping trips.

- ⇒ Backpack or duffel bag
- ⇒ Sleeping Bag
- ⇒ Foam Sleeping Pad or self-inflating mattress
- ⇒ Scout Handbook
- ⇒ Scout Outdoor Essentials:
 - Pocketknife (Totin' Chip Required)
 - Personal First Aid Kit
 - At least one change of Clothes
 - Several extra pairs of socks
 - Towel
 - Rain Gear
 - Water Bottle(s)
 - Flashlight or headlamp
 - Notebook and Pencil
 - Matches and Fire Starters (Saw Dust, Lint, Candles) in zip-lock bags
- ⇒ Warm-Weather Clothing
 - Short-sleeve shirt
 - T-shirts
 - Hiking shorts
 - Long pants
 - Sweater or warm jacket
 - Socks and underwear
 - Hiking Boots
 - Cap or Hat
 - Bandannas
- ⇒ Cold-Weather Clothing
 - Long-sleeve shirt
 - Wool shirt
 - Long pants
 - Wool sweater
 - Polypropylene long underwear
 - Wool socks and sock liners
 - Insulated Coat
 - Wool Cap
 - Boots
- ⇒ Toiletry Kit
- ⇒ Extras
 - Watch
 - Compass
 - Camera
 - Insect Repellent
 - Sun Protection
 - Sunglasses
 - Swimsuit

Troop Campout Routine

Preparations for all campouts begin several weeks in advance when permission slips and money are due. Around the same time, Patrols will plan their Patrol Menu and Grocery List during the Troop meeting or Patrol meeting. After the menu is planned and approved, the Patrol may go shopping. Most patrols usually go the Thursday before the camping trip.

Patrols know to plan a food menu based on \$15 per person. NOTE: The scout does NOT need to purchase ice. We can obtain ice from the parish ice machine.

When Scouts go shopping, purchase butter, ketchup; mustard, and mayonnaise in squeeze bottles, if it is not already in the Patrol Box. Also, make sure your Patrol has dish soap, brillo pads, and garbage bags, paper towels, toilet paper, etc. All money spent on shopping will be reimbursed with a receipt. NOTE: We generally keep a supply of paper towels in our scout garage.

On the Wednesday before we go camping, during the Patrol meeting, the Patrol Quartermaster is responsible for gathering all the equipment needed by the Patrol for the weekend and signing out that equipment with the Troop Quartermaster. While the Quartermaster is in the Troop garage, the rest of the Patrol should work on completing the Patrol Duty Roster that outlines each Patrol member's responsibilities on the weekend.

On Friday, the Troop should assemble at the Equipment Garage in the parking lot at 5:30 p.m., unless otherwise indicated. The Quartermaster will take over and insure that all equipment is properly loaded into the truck and other vehicles. The Patrol Grubmaster should pack the Patrol coolers with their Patrol's food. Any meats or other items that could bleed or get water logged should be packed in zip-lock storage bags. Ice for coolers can be obtained from the parish ice machine. Ice in coolers should be kept as clean as possible so that it can be used for drinks also. At 6:00 PM, we usually depart for the campsite. When we arrive at the campsite, the Senior Patrol Leader and an adult leader will check into the site. At this time, all Patrol and Troop equipment gets moved into the site before personal gear. Patrol leaders are then responsible for picking out a patrol site and setting up camp for the weekend.

On Sunday morning, all personal gear should be packed before the Patrol eats breakfast. Tents should be aired out, cleaned, and dried (if possible) before being packed away. The Troop Quartermaster must inspect all tents before they get packed. All Patrol equipment should be properly packed and loaded onto the truck and other vehicles under the Quartermasters' direction.

When we arrive back at the Troop Garage, no Scout leaves until all equipment is properly stored, unless previous arrangements have been made with an adult leader. Again, the Quartermaster is in charge of seeing that all Patrol and Troop equipment is signed back in and properly stored. Any equipment that is dirty must be taken home by a patrol member provided that it is marked down on the Equipment Checkout sheet. That equipment must be returned the following Wednesday regardless of whether the Scout taking home the equipment is present at the meeting. **No Exceptions!** After all the equipment is signed in and properly stored, the Senior Patrol Leader will dismiss the Scouts.

Youth Protection

Child abuse is a major problem affecting our society. Each year more than 2 million cases of suspected child abuse are reported. This means that 1 percent of American children are experiencing physical abuse, 1 percent are experiencing sexual abuse, and 2 to 5 percent are experiencing emotional maltreatment or some form of neglect. Because of the significance of

this social problem, The Boy Scouts of America has declared child abuse as one of the "unacceptables" to receive special attention by those involved in the Scouting program.

The BSA has developed a five-point plan to combat child abuse and to improve the environment in which young people live. The key elements of this strategy include the following points:

- Training Scouting volunteers, parents and Scouts themselves to aid in the detection and prevention of child abuse.
- Establishing leader-selection procedures to prevent individuals with a history of child-abuse from entering the BSA leadership ranks.
- Establishing policies that minimize the opportunities for child abuse to occur in the program of the Boy Scouts of America.
- Encouraging Scouts to report improper behavior in order to identify offenders quickly.
- Swiftly removing and reporting alleged offenders.

Parents guide

The Boy Scouts of America has developed materials for use in the Scouting program that provide essential information to members and their families. A detachable booklet in the front of The Boy Scout Handbook, "How to Protect Your Child from Child Abuse and Drug Abuse: A Parents Guide," provides information to help families to increase self-protection skills.

This guide is also available online at:

<https://www.scouting.org/training/youth-protection/parents-guides/>

Troop 243 and the Youth Protection Program

Troop 243 is committed to following all guidelines of the Youth Protection program. All registered adult volunteers are required to complete Youth Protection Training. In addition, the troop conducts an annual Youth Protection Training session that is age-appropriate for all Scouts and their parents. Any suspected offenses of the Youth protection program must be reported to the Committee Chairman, the Scoutmaster or the Council Executive. All incidents reported to the Committee Chairman or the Scoutmaster will be reported to the Council Executive. All reports are taken seriously and appropriate action is taken to ensure the safety of the youth.

Parental Responsibilities

As we work on providing a Scouting program for your son, there is a lot of hard work and time that goes into planning such a program. The role of parents within Troop 243 is to be supportive of the Troop's efforts and to provide the atmosphere Scouts need to learn and excel. Parents are expected to:

1. Be sure your son arrives on time for each meeting and outing and is picked up promptly. Scouts should arrive for the meeting between 6:45 and 7:00 p.m. They will be ready for pick up between 8:30 and 8:45 p.m. Drop off and pick up times for outings are listed on the permission slip.
2. Make sure that your son wears his uniform and brings his Scout Handbook to each meeting and outing.

3. Review the Troop 243 annual calendar with your son when he receives it in August or September. Mark the important dates on your own calendar so the whole family knows what is happening and when.
4. Participate in outings as much as possible. On these outings, ALL parents are adult leaders (not just those in uniform).
5. Read the Scout's handbook and understand the aims and methods of Scouting. Parents should attend an informal Boy Scout Fast Start Leadership Training and Youth Protection Training organized by the Troop Committee. Contact the Troop Committee Chair for information.
6. Actively follow their Scout's progress (or lack thereof) and offer encouragement and a push when needed. Troop Adult Leaders are available for consultation whenever necessary.
7. Show support to both the individual Scout and the Troop by attending all Troop Courts of Honor especially the annual family picnic and anniversary celebration, usually held at the August Court of Honor.
8. Assist in the Troop's annual Flower Sale. All such assistance lowers the cost of the program we offer to the Scouts and enables the Scout to be "thrifty" and "pay his own way".
9. Sign up as a Counselor for relevant Merit Badges. Most, if not all, badges earned outside of summer camp are through counselors directly affiliated with Troop 243. This makes it easier and more comfortable for the Scout, but does not restrict him from making arrangements with counselors outside of the Troop.
10. Participate in the monthly Troop Committee and Assistant Scoutmaster meetings. These are open to all parents.
11. Consider becoming a uniformed leader, or a regular member of the Troop Committee (Treasurer, Quartermaster, Advancement, etc.).
12. Be consistent with the Scout Oath and Law at home, as Scouting is a lifestyle and not limited to meetings and outings.

We encourage that all parents to get involved. Remember, Scouting is a family oriented organization. Periodically, we announce special needs, if you are available and able, please contact us. Attached to this handbook is a Resource Survey that we are asking all parents to complete so we can learn a little more about you and what resources you might be able to make available to the Troop. Please return to the Troop Resource Survey with your son to the next meeting. If you have any questions about serving the Troop in some position, please talk to one of the adults at any time. We look forward to working with you in the near future.

Thank you for your support of your son in Scouting!

TROOP RESOURCE SURVEY

Scouting is for adults as well as youth. We invite you to share your skills and interests so the best possible program can be developed for the Scouts in this troop. In making this survey, the committee wishes to find ways you can enjoy using your talents to help our Scouts. Your cooperation is greatly appreciated.

Welcome to the Scout family of Troop No. 243 in the Lincoln Heritage Council.

Please return this survey to Frank Hulsman or Jay Groves

Are you currently registered with the Boy Scouts of America? Yes ☐ No ☐

(Please print.)

Name _____ Phone _____

Street address _____ Email _____

City _____ State _____ Zip _____

Home phone _____ Mobile phone _____

Business phone _____ Email address _____

1. What is your favorite hobby? _____ Occupation _____

2. In what sports do you take an active part? _____

3. Would you be willing to assist the troop leaders and committee members occasionally? _____

4. Please check the areas in which you would be willing to help:

General Activities

- ☐ Campouts
- ☐ Hikes
- ☐ Outdoor activities
- ☐ Troop meetings
- ☐ Swimming supervision
- ☐ Accounting
- ☐ Web management/design
- ☐ Drawing/art
- ☐ Transportation of Scouts on bus
- ☐ Transportation of equipment
- ☐ Other _____

(please print)

Special Program Assistance

- ☐ I can participate in boards of review.
- ☐ I have a minivan or _____ truck.
- ☐ I have a workshop.
- ☐ I have family camping gear.
- ☐ I have access to camping property.
- ☐ I can make contacts for special trips and activities.
- ☐ I can help with troop equipment.
- ☐ Other _____

(please print)

5. Please check any Scouting skills you would be willing to teach:

- ☐ Rope work (knots and lashings)
- ☐ Outdoor cooking
- ☐ First aid
- ☐ Star study
- ☐ Map, compass, and GPS use
- ☐ Conservation
- ☐ Aquatics
- ☐ Knife and ax handling
- ☐ Citizenship
- ☐ Camping

Check the merit badges on the other side of this sheet that you are willing to help the Scouts earn.



MERIT BADGES

Check the merit badges that you can help the Scouts earn.

- | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| <input type="checkbox"/> American Business | <input type="checkbox"/> American Culture | <input type="checkbox"/> American Heritage | <input type="checkbox"/> American Labor | <input type="checkbox"/> American Science | <input type="checkbox"/> Americanism | <input type="checkbox"/> Archaeology | <input type="checkbox"/> Archery | <input type="checkbox"/> Architecture | <input type="checkbox"/> Art | <input type="checkbox"/> Astronomy | <input type="checkbox"/> Athletics | <input type="checkbox"/> Automobile Maintenance | <input type="checkbox"/> Aviation | <input type="checkbox"/> Backpacking | <input type="checkbox"/> Botany | <input type="checkbox"/> Bird Study | <input type="checkbox"/> Bugling | <input type="checkbox"/> Camping | <input type="checkbox"/> Canoeing | <input type="checkbox"/> Chemistry | <input type="checkbox"/> Chess | <input type="checkbox"/> Citizenship in the Community | <input type="checkbox"/> Citizenship in the Nation | <input type="checkbox"/> Citizenship in the World | <input type="checkbox"/> Climbing | <input type="checkbox"/> Coin Collecting | <input type="checkbox"/> Collections | <input type="checkbox"/> Communication | <input type="checkbox"/> Composite Materials | <input type="checkbox"/> Cooking | <input type="checkbox"/> Crime Prevention | <input type="checkbox"/> Cycling | <input type="checkbox"/> Dendrology | <input type="checkbox"/> Digital Technology | <input type="checkbox"/> Disabilities Awareness | <input type="checkbox"/> Dog Care | <input type="checkbox"/> Drafting | <input type="checkbox"/> Electricity | <input type="checkbox"/> Electronics | <input type="checkbox"/> Emergency Preparedness | <input type="checkbox"/> Energy | <input type="checkbox"/> Engineering | <input type="checkbox"/> Entrepreneurship | <input type="checkbox"/> Environmental Science | <input type="checkbox"/> Exploration | <input type="checkbox"/> Family Life | <input type="checkbox"/> Farm Mechanics | <input type="checkbox"/> Firefighting | <input type="checkbox"/> Fire Safety | <input type="checkbox"/> First Aid | <input type="checkbox"/> Fish and Wildlife Management | <input type="checkbox"/> Fishing | <input type="checkbox"/> Fly Fishing | <input type="checkbox"/> Forestry | <input type="checkbox"/> Game Design | <input type="checkbox"/> Gardening | <input type="checkbox"/> Genealogy | <input type="checkbox"/> Geocaching | <input type="checkbox"/> Geology | <input type="checkbox"/> Golf | <input type="checkbox"/> Graphic Arts | <input type="checkbox"/> Hiking | <input type="checkbox"/> Home Repairs | <input type="checkbox"/> Horsemanship | <input type="checkbox"/> Indian Lore | <input type="checkbox"/> Insect Study | <input type="checkbox"/> Jeweling | <input type="checkbox"/> Journalism | <input type="checkbox"/> Kayaking | <input type="checkbox"/> Landscapes Architecture | <input type="checkbox"/> Law | <input type="checkbox"/> Leatherwork | <input type="checkbox"/> Lifesaving | <input type="checkbox"/> Mammal Study | <input type="checkbox"/> Medicine | <input type="checkbox"/> Metalwork | <input type="checkbox"/> Mining in Society | <input type="checkbox"/> Model Design and Building | <input type="checkbox"/> Motorboating | <input type="checkbox"/> Motorcycling | <input type="checkbox"/> Music | <input type="checkbox"/> Nature | <input type="checkbox"/> Nuclear Science | <input type="checkbox"/> Oceanography | <input type="checkbox"/> Croquet | <input type="checkbox"/> Painting | <input type="checkbox"/> Personal Fitness | <input type="checkbox"/> Personal Management | <input type="checkbox"/> Pets | <input type="checkbox"/> Photography | <input type="checkbox"/> Pottery | <input type="checkbox"/> Progression | <input type="checkbox"/> Public Health | <input type="checkbox"/> Public Speaking | <input type="checkbox"/> Pulp and Paper | <input type="checkbox"/> Radio | <input type="checkbox"/> Railroad | <input type="checkbox"/> Reading | <input type="checkbox"/> Reptile and Amphibian Study | <input type="checkbox"/> Rifle Shooting | <input type="checkbox"/> Robotics | <input type="checkbox"/> Rowing | <input type="checkbox"/> Safety | <input type="checkbox"/> Seamanship | <input type="checkbox"/> Scholarship | <input type="checkbox"/> Scouting Heritage | <input type="checkbox"/> Scuba Diving | <input type="checkbox"/> Sculpture | <input type="checkbox"/> Search and Rescue | <input type="checkbox"/> Shotgun Shooting | <input type="checkbox"/> Signs, Signals, and Codes | <input type="checkbox"/> Skiing | <input type="checkbox"/> Small Boat Sailing | <input type="checkbox"/> Snow Sports | <input type="checkbox"/> Soil and Water Conservation | <input type="checkbox"/> Space Exploration | <input type="checkbox"/> Sports | <input type="checkbox"/> Stamp Collecting | <input type="checkbox"/> Surveying | <input type="checkbox"/> Sustainability | <input type="checkbox"/> Swimming | <input type="checkbox"/> Textiles | <input type="checkbox"/> Theater | <input type="checkbox"/> Traffic Safety | <input type="checkbox"/> Truck Transportation | <input type="checkbox"/> Veterinary Medicine | <input type="checkbox"/> Water Sports | <input type="checkbox"/> Weather | <input type="checkbox"/> Welding | <input type="checkbox"/> Wilderness | <input type="checkbox"/> Wilderness Survival | <input type="checkbox"/> Wood Carving | <input type="checkbox"/> Woodwork |
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Other skills and activities I could assist in for the older-Scout program:

- | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| <input type="checkbox"/> Backpacking | <input type="checkbox"/> Bowfishing | <input type="checkbox"/> Canoeing | <input type="checkbox"/> Canyoning | <input type="checkbox"/> Cross-country skiing | <input type="checkbox"/> Cycling | <input type="checkbox"/> Downhill skiing | <input type="checkbox"/> Fishing | <input type="checkbox"/> Freestyle Skiing | <input type="checkbox"/> Golf | <input type="checkbox"/> Hockey | <input type="checkbox"/> Kayaking | <input type="checkbox"/> Mechanics | <input type="checkbox"/> Mountain man | <input type="checkbox"/> Orienteering | <input type="checkbox"/> Rafting | <input type="checkbox"/> Rappel | <input type="checkbox"/> Sailing | <input type="checkbox"/> Scuba diving | <input type="checkbox"/> Shooting sports | <input type="checkbox"/> Snow-yacht sailing | <input type="checkbox"/> Snow camping | <input type="checkbox"/> Soccer | <input type="checkbox"/> Spoken word | <input type="checkbox"/> Survival | <input type="checkbox"/> Swimming | <input type="checkbox"/> Tennis | <input type="checkbox"/> Microphotography | <input type="checkbox"/> Volleyball | <input type="checkbox"/> Wilderness canoeing | <input type="checkbox"/> Windsurfing |
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