

# Troop 27 Handbook

*Revised May 23, 2016*

## TROOP LEADERSHIP

**Scoutmaster:** Don Grebner, [don.grebner@msstate.edu](mailto:don.grebner@msstate.edu)

**Assistant Scoutmasters:** John Ball, Kelson Bohna, Ron Bohna, Eric Collins, Artis Ford, Joan Fuentes, James Hill, Paul Huddleston, Robert LaFrance, Muthu Nagarajan, and Becky Smith

**Unit Commissioner:** Brice Stubbs

## TROOP COMMITTEE

**Chairman:** Andy Claude ([fahjah43@gmail.com](mailto:fahjah43@gmail.com))

**Secretary:** Tawny McLeon ([Tmccleon@gmail.com](mailto:Tmccleon@gmail.com)) & Eric Collins ([eric.m.collins@gmail.com](mailto:eric.m.collins@gmail.com))

**Treasurer:** Robert LaFrance ([Robert.LaFrance@PACCAR.com](mailto:Robert.LaFrance@PACCAR.com))/Diane Claude ([dclaude@GARAN.COM](mailto:dclaude@GARAN.COM))

**Advancement Chair:** Muthukumar “Muthu” Nagarajan ([muthu@camgian.com](mailto:muthu@camgian.com))

**Fund Raising Coordinator:** Joan Fuentes ([pjfuentes@msn.com](mailto:pjfuentes@msn.com))

**Charter Organization Representative:** Don Jackson ([dcj4@msstate.edu](mailto:dcj4@msstate.edu))

**Training Coordinator:** Becky Smith ([becky.smith@msstate.edu](mailto:becky.smith@msstate.edu)), 662-617-5243

**Outdoor Coordinator:** Paul Huddleston ([paul.huddleston@gmail.com](mailto:paul.huddleston@gmail.com))

**Quartermaster:** Mike Shaw ([mdshaw05@hotmail.com](mailto:mdshaw05@hotmail.com))

**Webmaster:** Eric Collins

## BRIEF HISTORY

Sir Robert Stephenson Smythe Baden-Powell started Boy Scouts in England in 1908. It was brought to the United States in 1910 by William Boyce, a Chicago publisher.

Troop 27 was formed about 1928. Troop 27 has impacted the lives of many area youth through leadership development and character building. Troop 27 is known for its commitment to development of its youth through diversity, high adventure, and community service.

## SCOUT OATH

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

## SCOUT LAW

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

## TROOP 27 CALENDAR

Meetings are typically held on Monday nights from 7:00 to 8:30 at Trinity Presbyterian Church, August through May. No weekly meetings are held during June & July. Special meetings for those going on a summer trip are called during this time as needed. Monday's after a campout are normally an off day for Scout meetings and when the Troop committee (see below) meets.

## TROOP 27 COMMUNICATION

- The Scoutmaster sends out a weekly email and updates as needed.
- Parents and guardians (not Scouts) use "WhatsApp Messenger" communication chat. This App is connected to FaceBook. Messaging through WhatsApp replaces SMS text messages. You can send pictures and multimedia. Install this App on your mobile or computer through <https://whatsapp.com/dl/> or through the App Store. Contact Muthu Nagarajan ([muthu@camgian.com](mailto:muthu@camgian.com) or 662-312-1574) to be added. WhatsApp is free and advertisement-free for the first year. It is 99 cents/year to get no advertisements after the first year.

## TROOP WEBSITE

- Our troop website is <http://www.starkvilletroop27.org/>. Contact Eric Collins ([eric.m.collins@gmail.com](mailto:eric.m.collins@gmail.com)) with an update.
- Please send your pictures! There are two ways to do this. You can email pictures to [StarkvilleTroop27@gmail.com](mailto:StarkvilleTroop27@gmail.com) or share a link to your stored pictures or albums (from Google Photos/Google Drive, DropBox, Apple iCloud, Microsoft Cloud, FaceBook, Instagram, etc.) with [StarkvilleTroop27@gmail.com](mailto:StarkvilleTroop27@gmail.com).

## TROOP ORGANIZATION

**Sponsorship.** Trinity Presbyterian Church, Starkville, MS holds the charter for Troop 27.

**Troop Committee.** The Committee is composed of parents and adults interested in Troop 27. The Committee is similar to a board of directors. It has two major responsibilities: support of the troop program and administration of troop activities. The Committee is headed by a Committee Chairman with sub-committee chairs heading up areas of responsibilities such as Secretary, Treasurer, Advancement, Outdoor Activities, Equipment, Fundraising, Membership, Training, Chaplain, Chartered Org Rep, and others as needed. Adult leaders work in sub-committees in order to allow the Scoutmaster and his assistants to have more time to build relationships with the boys. Parents are invited and encouraged to join the Committee and are often called on to help in fund-raising projects, board of reviews, special events, etc. Parents are asked to participate in the Troop Committee training offered.

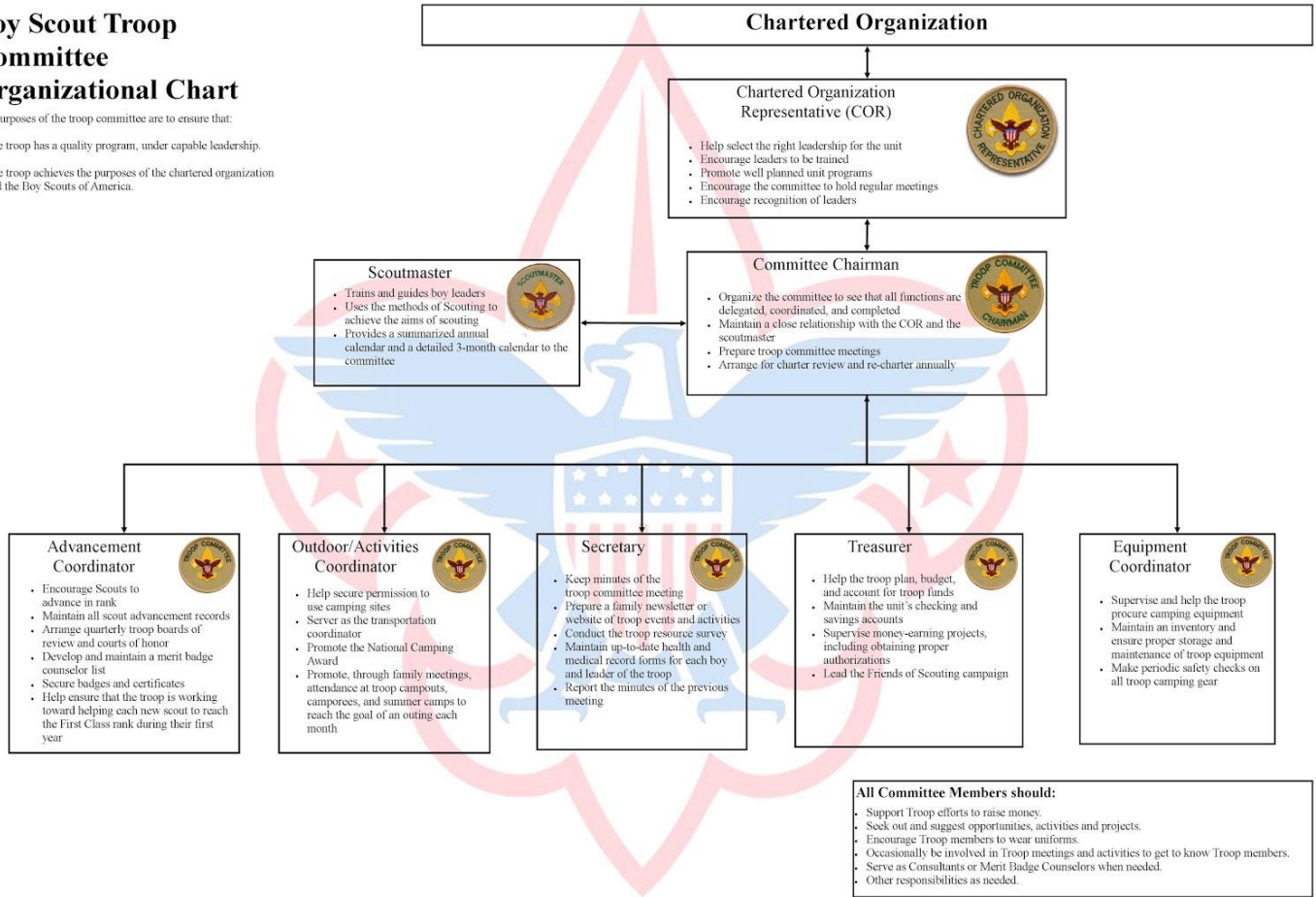
## ADULT LEADERSHIP

The adults working most closely with the boys are the Scoutmaster and Assistant Scoutmasters, Troop Committee Members, and parents. The main job of the Scoutmaster is to run the Scouting program in order to develop relationships with the Scouts and their parents. There are many things that must be taken care of by other adult leaders so that the Scoutmaster and Assistants can be effective in helping each Scout grow and develop. We welcome adults who are willing and able to support the troop. There are many different levels of involvement as including, Assistant Scout Master, Committee member, or campout planner and chaperone.

# Boy Scout Troop Committee Organizational Chart

The purposes of the troop committee are to ensure that:

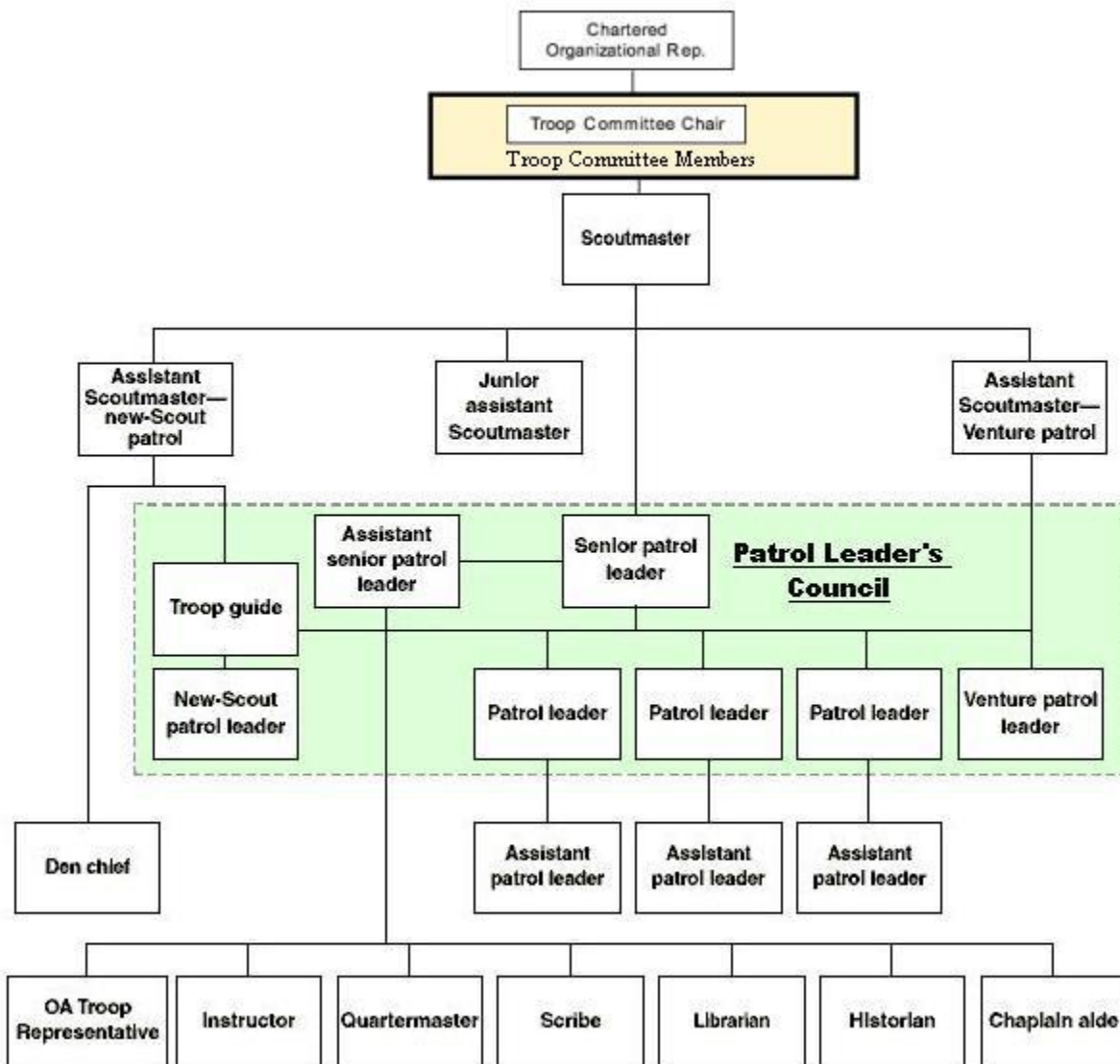
- The troop has a quality program, under capable leadership.
- The troop achieves the purposes of the chartered organization and the Boy Scouts of America.



## BOY LEADERSHIP

A Scout troop is working properly when most of its activities are led by the Scouts with guidance of the adult leaders. The Senior Patrol Leader (SPL) is the Scout responsible for running the troop operation. He works directly with the Scoutmaster to implement most aspects within the troop. The SPL has a Scout who helps him, the Assistant Senior Patrol Leader (ASPL). The SPL and ASPL must have, at least, the rank of 1<sup>st</sup> class. They are elected by fellow scouts with approval of the Scoutmaster, Committee Chair and Assistant Scoutmasters and maintain their position for a six month period.

**Patrol Leaders (PL).** The boys are divided into patrols of approximately 8 boys. Each patrol elects a member of their patrol as Patrol Leader. The Patrol Leader is responsible for the day-to-day operation of the Patrol.



## BOY LEADERSHIP (cont'd.)

**Troop Guide.** New boys crossing over into Boy Scouts are assigned a Troop Guide to mentor them in the ways of the troop and to work with them on advancements during their first year. This is an older Scout of 1<sup>st</sup> Class rank or higher.

**Patrol Leaders Council (PLC).** This is made up of SPL, ASPL PLs, APLs and other troop leaders. The Scoutmaster and the Assistant Scoutmasters work closely with the PLC to plan and implement the troop's program. The Scoutmaster forwards proposed plans for the troop program to the Troop Committee for final approval.

**Additional Leadership Positions.** Scouts have the opportunity to also hold the troop position of Chaplain Aide, Scribe, Historian, Den Chief, Librarian, Quartermaster, Order of the Arrow Representative, or Instructor. These positions teach responsibility while helping the troop function more efficiently. The ASPL gives direction to these positions.

## **ADVANCEMENT**

Advancements presents a Scout with a series of challenges in a fun and educational manner. Four steps to advancement: 1. Scout learns, 2. Scout is tested, 3. Scout is reviewed, and 4. Scout is recognized. The journey through advancement produces the opportunities to practice the skills acquired to help the Scout grow in self-reliance and self-confidence.

Basic Scout-craft skills are covered in the first three ranks: Tenderfoot, 2<sup>nd</sup> Class, and 1<sup>st</sup> Class. The ranks of Star, Life and Eagle represent advanced skills, service, and leadership. Rank requirements are “signed off” by an adult. Typically this is done by adult leaders who are not the scout’s parent. Parents can help with advancing their scout, but signing a scout off on rank requirement or merit badge has to be done by adult leaders or approved counselors. Most instruction is done in patrols, summer camps, weekend trips, or at troop meetings.

The outdoor program provides the opportunity to try out new skills. Merit Badges are considered to be advanced study in various areas. The program is designed to allow Scouts to interact with experts in their given fields. Merit Badges receive the most attention after a Scout’s 1<sup>st</sup> Class rank is earned, but Scouts of any rank are allowed to earn them.

Parents are urged to become Merit Badge Counselors in their field of expertise. All counselors must fill out an adult application form, and take youth protection training. No fee is required to register as an adult leader.

Summer Camp offers each Scout the chance to pass requirements; especially in areas like aquatics, that are not easily covered in the troop’s regular meetings. Summer Camp also allows scouts to complete merit badges including those required for Scouts to advance toward higher ranks.

Active participation in troop activities is how Scouts benefit from the program and advance in rank. Troop 27 strives to have Scouts participate in 75 percent of activities. A Scout who is dropped his “active” status must re-apply for membership.

## **TROOP FUNDING**

Troop 27's financial support comes primarily from the following sources:

- Grounds keeping contract for Trinity Presbyterian Church. The contract amount is \$1,500 per season. Scouts are expected to participate in a fall & spring cleanup to fulfill this agreement. (See Trinity Grounds Cleaning Below)
- Trinity Presbyterian Church pays the troop’s annual charter fee & insurance. This amounts to approximately \$75 per year.
- In January of each year Scouts pay yearly dues of \$50. Dues can be paid in two installments and are prorated for Scouts joining after January. The dues pay for expenses such as; a Troop T-shirt, a scout book, transportation, advancement badges, equipment, badges of office, literature, etc. Most campouts require a small additional fee to cover meals, transportation, & activity or outfitter fees. Fees will vary according to trips or events.
- Troop fund raising activities, such as popcorn sales, are an important contribution to the annual budget.

**Scout Accounts.** Scouts have the opportunity to earn money for their scouting accounts to spend on Troop activities and scout-related expenses. Money can be earned by volunteering to help with grounds maintenance over the summer at Trinity or other fundraising activities. Money raised by scouts is divided evenly among those scouts who participated in the fundraising events and is deposited in their “Scout account” and can be used to pay for activity fees, summer camp, uniforms, etc.

***Trinity Grounds Cleaning.*** Twice a year the entire Troop helps spruce up the Trinity Presbyterian Church grounds; the Saturday before Easter and late in the fall before winter. Every spring, summer and early fall Scouts sign up for weekly duties to mow and clean the church grounds, therefore, multiple scouts have the opportunity to get involved and earn money. A parent is required to be present when the Scout is taking his turn mowing the church and the parent may assist his/her Scout with the work. We usually require 3 scouts plus their parents at this event.

## **UNIFORMS**

All Scouts are required to wear Class "A" uniforms (official scout shirt with appropriate patches, scout pants, & Scout socks) on the first Monday of the month. They are allowed to wear Class "B" uniforms (a Scouting T-shirt and casual pants) for the remainder monthly meetings. During meetings when the troop holds official ceremonies, such as Court of Honor, (achievements are awarded to scouts and adult leaders), Scoutmaster Conferences, and Board Reviews, scouts are required to wear their Class "A" uniforms including a neckerchief and merit badge sashes,.. Anytime Troop 27 travels as group, performs service work, or is seen as a unit in public both the scouts and adult leaders wear their Class "A" uniforms. Reeds sells Boy Scout uniforms locally.

## **ACADEMICS**

Troop 27 values academic development. No troop meetings or camp-outs are scheduled before or during nine weeks tests. This allows the Scouts time to study as well as not be tired when they take their tests. According to BSA requirements, Scouts must maintain a good academic standard in school.

## **SERVICE**

Service is a keystone of the Scouting movement and is required for advancement in all ranks. Service to others defines the Scout's duties and to "do a good turn daily." The Troop participates each year in "Scouting for Food", and assists Trinity Presbyterian Church in community service efforts. Additionally, each year Troop 27 adopts a family for Christmas. The Scouts select items they would like to donate to a needy family, wrap them during our last meeting in December, and deliver them the week before Christmas. In February we participate in the national Scout Sunday by helping with the service at Trinity Presbyterian Church as a show of gratitude for their active involvement being our charter organization. Other service projects, like those for Eagle Scout advancement, involving the troop are planned and developed throughout the year.

## **RELIGIOUS ACTIVITIES**

The 12<sup>th</sup> point of the Scout Law says "A Scout is Reverent." Non-denominational devotional and church services are conducted any time Troop 27 is away for a weekend or for a long-term camp. Scouts are encouraged to exercise their faith, exchange ideas, and work on Religious Awards or Merit Badges sponsored by the BSA or their particular religious organization. A belief in God is essential to Troop 27's program.

## **DISCIPLINE**

The Scout Law imposes discipline on each Scout and sets forth a code of conduct. Good manners are essential for Troop 27 Scouts. The use of polite words (please, thank you, yes sir, no ma'am) is required as is the proper form of address for adults. Proper behavior is expected at all functions. Disobedience, fighting, swearing, use of crude language, and the use of alcohol and drugs are forbidden.

Troop 27's believes a Scout is a Scout at ALL times. Our Boy Scouts are expected to treat their fellow scouts and adult leaders properly at school and activities outside of scouting.

## Troop 27 Discipline Policy

### I. Purpose

The purpose of enforcing this policy is to provide Scouts with a safe, polite, respectful and motivational environment during all BSA activities and to ensure fair treatment of all Scouts in the BSA Troop 27 program.

### II. Articles

#### II. a) Enforcement

This discipline policy will be enforced by:

1. All BSA27 Adult Troop Leadership: Scoutmaster, Assistant Scoutmasters, Troop Committee Members, any Adult Leadership for any BSA27 Activities
2. All BSA27 Scout (Youth) Leadership: Senior Patrol Leader (SPL), Assistant Senior Patrol Leader (ASPL), Patrol Leaders (PLs)

Any of those named above are authorized to start the disciplinary actions described below. Note that both an Adult and Scout (youth) leader must be present to conduct a Discipline Sheet review with a Scout who has violated the Discipline Policy.

#### II. a) Behavior Standards

Scouts are expected and required to behave according to the Scout Law and Scout Oath at all times. Scouts are expected to show respect for the Scout uniform, the Boy Scouts of America, and BSA Troop 27 by paying special attention to their conduct when wearing the Scout uniform. Some of the expectations for behavior are:

1. Pay attention during troop meetings. No talking, joking around, restlessness, etc. while someone else is talking during the meeting.
2. Show respect for all. Treat them the way you would like to be treated.
3. Carry out assigned tasks in a helpful and cheerful manner. Complete the tasks to the best of your ability and without delay.
4. Whatever the activity is, look for ways that you can help either the leaders or the other Scouts.

#### II. b) Unacceptable behavior

The examples given below are not a complete list of unacceptable behavior but serve as a guideline for setting behavior expectations. Scouters (adult leaders) and Scout leaders (Senior Patrol Leader (SPL), Assistant Senior Patrol Leader (ASPL), and Patrol Leaders (PLs)) should exercise common judgment and universal rules of decency to decide what kind of behavior is not in concert with the Scout spirit and standards.

### Minor Offenses:

1. Talking without permission during “Signs up” time.
2. Restless behavior during “Signs up” time.
3. Disrespect to fellow scouts and adult leaders shown by words (taunting, ridiculing, teasing, back talking...) or action (pushing, tripping, poking, using improper signs or body language....).
4. Repeated disruption of meetings and/or planning sessions by obvious pointless comments or suggestions.
5. Failure to show respect to the flag of USA, BSA and State of Mississippi during meeting opening and other formal ceremonies.
6. Failure to carry out tasks assigned by designated troop leaders (Scouters, SPL, ASPL, PL)
7. Horsing around during activities requiring Scout cooperation and working together (like breaking camp, preparing meals, and other camping activities)

### Serious offenses:

1. Use or promoting use of any drugs and alcohol among the Scouts.
2. Any fighting or other violence in which someone is injured.
3. Endangering others and/or yourself by careless and reckless behavior or by deliberately disobeying orders.
4. Use of profanity.
5. Any threatening behavior involving a weapon (knife, hatchet, axe, etc.)
6. Possession of a firearm at any Scouting activity.

### II. c) Consequences of misbehaving

1. 1<sup>st</sup> Misdemeanor (during meeting, activity, etc.):
  - a. Verbal Warning
2. 2<sup>nd</sup> Misdemeanor (during meeting, activity, etc.):
  - a. Time Out from Current Activity
  - b. One adult and one scout leader will accompany the misbehaving scout and review the importance of following behavior standards with him.
3. 3<sup>rd</sup> Misdemeanor (during meeting, activity, etc.)
  - a. Offending Scout is dismissed from the current activity.
  - b. One adult and one scout leader take the Scout aside and fill out a Discipline Sheet. Offending Scout, Adult Leader, and Scout Leader sign the sheet.
  - c. Parent/guardian is notified.
  - d. Parent/guardian will be asked to pick up the Scout from the current activity. If this is not possible, attempts will be made to remove the Scout from the current activity while following BSA guidelines. If it is not possible to remove the Scout from the current activity, he will be excluded from the next activity of the same general type.



4. If Scout is dismissed from 2 activities in a 1-month period:
  - a. Disciplinary Hearing will be held within 30 days, attended by:
    - i. Troop Leadership: Scoutmaster, Assistant Scoutmaster (at least 1), Troop Committee Member (at least 1)
    - ii. Offending Scout
    - iii. Scout's Parent/guardian
  - b. Troop Leadership will review the Discipline Sheets with the offending Scout and his parent/guardian.
  - c. Troop Leadership will decide disciplinary action for the offending Scout. Examples of disciplinary action (suggested, not mandatory nor all-inclusive):
    - i. Exclusion of the Scout from selected BSA27 activities as determined by the Troop Leadership.
    - ii. Re-dedication to the Scout Oath and Scout Law through writing an essay and reviewing with a Board of Review.
    - iii. Writing a letter of apology to the troop and/or other Scouts/families who were affected by the misbehavior.
    - iv. Suspension from BSA27 for a set period of time.
    - v. Expulsion from BSA27.
5. Any Serious offense will be sanctioned by immediate dismissal of the scout from the current activity or meeting. Scout's parent/guardian will be contacted and asked to come and pick the offending scout up, if practicable. Scout will be excluded from any Troop 27 activity until the Disciplinary Hearing described in #4 above will decide on his further participation in BSA27.
6. Some situations may require direct, immediate action to stop offending behavior so that the BSA27 activity may continue for the other Scouts participating. Examples of allowed immediate actions are:
  - a. Timeout – quiet time in a designated place away from the remainder of the group for a specified time
  - b. Separation of Scouts participating in offending behavior (for example Scouts might be assigned to different groups, work crews, etc.)
  - c. Talking to the Scout, following BSA guidelines for 2-deep leadership.

Examples of actions which are not suitable for BSA27 troop discipline are:

1. physically striking the Scout
  2. assignment of extra work duties (like "KP" duty or dishwashing)
  3. forcing the Scout to do physical activity (like pushups, chinups, running, etc.)
7. Record-Keeping: The Scoutmaster and Assistant Scoutmasters will keep all Discipline Sheets on file for 6 months after the offense. Discipline Sheets will be destroyed when the date of the offense is more than 6 months old.