

# Troop 993 Policies and Procedures

## A Handbook for Scouts and Parents

Revision B – 01/2009



**The Adventure Begins**

**Maricopa, Arizona**  
**Chartered By**  
**The Rotary Club of Maricopa**  
**[www.troop993.net](http://www.troop993.net)**

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# Troop 993 Policies and Procedures

## A Handbook for Scouts and Parents

Revision B – 12/2008

The purpose of this handbook is to assist scouts and their families learn some of the guidelines and procedures that will help our troop remain successful through the years and enhanced each scout's enjoyment of the program. Any questions or concerns should be directed to the Troop Committee Chairman or the Scoutmaster.

### **Mission Aims**

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

<b>Scouting is a Values Based Program</b>
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### **Character Development**

To build self-reliance, self-discipline, self-confidence, self-respect and Citizenship Training to foster love of community, country, god and world, along with a commitment of service to others and an understanding of democratic principles.

### **Mental and Physical Fitness**

To develop physical, mental, emotional, and moral fitness that will stay with a Scout for the rest of his life.

### **The Methods of Scouting**

- Ideals
- Patrol Method
- Outdoors Programs
- Advancement
- Adult Association
- Personal Growth
- Leadership Development
- Uniform

# I. Scout Troop 993

## A. Meetings

The Troop meetings are an opportunity for the Troop to assemble as a group to reinforce the aims of Scouting, to plan the Troop's outdoor activities, and to implement the Troop's Program. At the meetings, matters of importance will be announced, the Scouts can have their Scoutmaster's conference or their board of review for advancement, scout skills will be taught and reinforced, and Patrols will have time to perform planning for activities as needed. In addition, various activities such as merit badge classes and skill training could occur.

### 1. Regular meetings.

Scout Troop 993 currently meets every Thursday from 7:00 to 8:30 in the multipurpose facility of Santa Rosa Elementary School, Santa Rosa Pkwy, Rancho El Dorado, Maricopa, AZ 85238. Scouts and parents will be notified if the regular scout meeting will be held at another location (e.g., to work on a merit badge, summer break, etc.). If there is a change in a meeting or activity with very little notice, the troop leadership will do our best to notify everyone in a timely manner. For up to date information, please be sure to visit our website at: [www.troop993.net](http://www.troop993.net).

Troop meetings are open to all parents. Meetings begin promptly at 7:00 p.m. Scouts should bring their Boy Scout Handbook to every meeting.

All Scouts are expected to attend Troop meetings on a regular basis. Attendance will be taken by the Patrol Leader and will be referred to when a Scout applies for rank advancement or is considered for Scout honorary programs such as Order of the Arrow. In order to be considered for an honor Scouting program, a Scout must attend at least 60% of the Troop meetings. This requirement is a threshold standard for consideration against other, more subjective criteria relating to the Scout Oath and Law. Scouts may be marked, present but not in uniform, if not in their **FULL** Uniform.

No Scoutmaster's conference or Boards of Review will be given if a Scout is not in full Class A Uniform or does not have his handbook with him. See the Troop Uniform policy for more information.

Scouts who cause disruptions during the meetings will be separated from their peers. If the problem persists, their parents will be called and they will be asked to leave.

### 2. Advancement opportunity sessions.

Special advancement opportunities are held periodically. These sessions are designed to allow Scouts to work on advancements that cannot be done easily at home. For Scouts who are not yet First Class, we have Adult Leaders that can help them complete some of the advancement requirements. For Scouts who have already achieved the First Class rank, we invite them to make arrangements with a merit badge counselor to work on merit badges. Note that some merit badges are **REQUIRED** for the next rank, whereas the remainders are optional. It makes sense to be certain a Scout has earned his required merit badges before pursuing optional ones. These special advancement sessions are only for those who want to work on advancement, and are not part of

regular troop meetings. These meetings do not count for attendance - they are optional, but are encouraged for all Scouts seeking to advance.

### **3. Court of Honor.**

A Troop Court of Honor is held periodically to recognize and award each scout's achievements during the preceding months. A Court of Honor is a more formal meeting; scouts are expected to be in full Class A uniform. **Because this is a family event, parents and family members are strongly encouraged to attend to support their sons and learn more about upcoming troop events.**

## **B. Troop Outings**

Three quarters of SCOUTING is OUTING. In addition to our regular meetings Troop 993 attempts to have special activities every month to enhance each scout's learning experiences and to utilize and enjoy previous skills learned. Predominantly, outings are our monthly campouts. Additional activities in addition to, or in lieu of campouts may include; hikes, District or Council events, & Summer Camp. All activities are based on troop leadership, scout and parent input.

Troop members may also participate in District & Council competitions, community service projects and Eagle Scout projects on a regular basis.

## **C. Patrol System (Boy Led Troop)**

### **1. Patrols**

Troop 993 operates on a patrol system. Patrols are the building blocks of a Boy Scout Troop. Each patrol is comprised of up to 10 scouts. Each scout belongs to a specific patrol and wears its particular patrol emblem on his uniform. Each patrol has a name for itself and develops a patrol cheer, a patrol flag and other things that give that patrol its own identity. The Scouts also plan their participation in Troop campouts as patrols when they tent, cook, and eat as patrols. Patrols are encouraged to operate as independent units for most of their activities (e.g., camping trips, summer camp). Patrol meetings, in addition to regular troop meetings, are encouraged.

The members of each patrol elect one of their own to serve as their Patrol Leader. Troop 993 conducts elections twice a year for the purpose of electing Patrol Leaders and other junior leaders for the Troop such as Senior Patrol Leader. Becoming a Patrol Leader is often a Scout's first opportunity to develop practical leadership skills. His responsibilities include taking a leading role in planning and conducting the patrol's participation in Troop activities, encouraging other patrol members to complete advancement requirements, representing the patrol as a member of the Patrol Leaders' Council, and being sure that the Patrol arrives at Troop Campouts with the appropriate equipment and groceries. The patrol may also elect other leaders such as an Assistant Patrol Leader and Patrol Quartermaster.

A scout desiring to change from one patrol to another may only do so with the approval of the Patrol Leaders' Council and the Scoutmaster.

A “New Scout” patrol is organized and run under the supervision and guidance of the Troop Guide. Once the Troop Guide has instilled the basic values and requirements of scouting to the new scouts, they may form into a typical patrol, run by their own patrol leader (see above).

## **2. Patrol Leaders’s Council**

Troop 993 is a “boy led Troop”. Leadership is one of the methods of Scouting. Every boy will have an opportunity to participate in both shared and total leadership. Understanding the concepts of leadership helps the boy accept the leadership of others and helps him to grow into a more responsible adult. One way in which Troop 993 implements the “boy led Troop” concept is through the Patrol Leaders’ Council. The Patrol Leaders’ Council consists of the Senior Patrol Leader and the Assistant Senior Patrol Leaders, and the Patrol Leaders or their Assistant Patrol Leader, and the Troop Scribe. Under the supervision of the Scoutmaster, the Patrol Leaders’ Council plans and runs the Troop’s Program and activities and gives long-range direction with an annual program planning meeting that lays out the Troop’s calendar for the coming year. In Troop 993 the PLC meets the first Thursday of each month. During these meetings the Patrol Leaders’ Council reviews and evaluates the Troop’s most recent activity, plans the next month’s activity, and plans the Troop meetings for the next month.

## **D. Boy Leadership Positions**

### **1. Senior Patrol Leader:**

The Senior Patrol Leader (SPL) is the top boy leader in the troop. He is elected by the members of the Troop. He leads the patrol leaders' council and, in consultation with the Scoutmaster, appoints other junior leaders and assigns specific responsibilities as needed.

### **2. Assistant Senior Patrol Leader:**

The Assistant Senior Patrol Leader (ASPL) fills in for the SPL in his absence. He is also responsible for training and giving direction to the quartermaster, scribe, historian, librarian and instructors. He is appointed by the SPL.

### **3. Junior Assistant Scoutmaster:**

Serves in the capacity of an assistant Scoutmaster. He must be at least 16 years old and not yet 18. He must be at least the rank of Life. He is appointed by the Scoutmaster because of his leadership skills.

### **4. Patrol Leaders:**

The Patrol Leaders (PL) are responsible for giving leadership to the members of their patrols. He is elected by the members of his Patrol. They are their patrol's representation on the patrol leaders' council. The PL is also responsible for holding monthly patrol meetings outside of the regular troop meetings.

### **5. Assistant Patrol Leaders:**

Assistant patrol leaders help the PL run the patrol and fill in for him in his absence. He is appointed by his Patrol Leader.

## **6. Troop Scribe:**

Serves as the Troop Secretary and maintains the attendance records for the troop.

## **7. Troop Librarian:**

Maintains a library of all troop owned publications. He checks out merit badge books to Scouts on request and assures their return or replacement.

## **8. Troop Historian:**

Keeps a historical record or scrapbook of Troop activities. He collects and maintains Troop memorabilia and information on former troop members.

## **9. Troop Guide:**

Advisor and guide to the new Scouts and parents. He helps the new Scouts with rank advancements and keeps track of their advancement. He is appointed by the Scoutmaster.

## **10. Den Chief:**

Works with Cub Scouts, Webelos Scouts, and den leaders in the various Cub Scout packs.

## **11. Chaplains Aide:**

Works with the troop chaplain to meet the religious needs of Scouts in the Troop. He also works to promote the religious emblem's program.

## **12. Order of the Arrow Representative:**

Serves as a communication link between the Lodge or chapter and the Troop. Encourages Arrowmen in the Troop to be active participants in the Lodge/Chapter activities and to seal their membership in the Order by becoming Brotherhood members. Helps coordinate Troop OA elections.

## **13. Quartermaster:**

Responsible for the troop/patrol equipment and sees that it is in good working order. He maintains the patrol box and tents on campouts, and inspects them on their return. He is also responsible for the loading and the unloading of the Troop trailers and any private trucks used to transport equipment.

## **E. Communications System**

Troop 993 expects its scouts to assume certain responsibilities for communications as they develop into adults, including:

1. Listening to announcements and taking notes to ensure that they are aware of upcoming activities, changes in the published troop calendar, and other pertinent information.
2. Notifying their Patrol Leader 24 hours in advance or as soon as possible if they are unable to attend a regular scout meeting or function.

3. Contacting their Patrol Leader or another patrol member to receive updated information about what was discussed when they were unable to attend a regular troop meeting.
4. Monitor and check the troop website ([www.troop993.net](http://www.troop993.net)) for last minute changes and updated information.

Communication outside of a regular troop meeting is by telephone and/or email from the Troop Leadership and/or the Senior Patrol Leader to each Patrol Leader, and subsequently, to each member. In addition, each scout can access a roster of names, addresses, telephone numbers, and e-mail addresses for each Boy Scout and adult member of the troop on the troop website ([www.troop993.net](http://www.troop993.net)). If a scout has questions about a meeting or an outing, he should first contact his Patrol Leader.

## F. Clothing and Equipment

The official Scout Handbook and uniform items are available at the BSA Grand Canyon Council's Scout Shops located in Phoenix & Mesa. A map with directions and contact information is included elsewhere in this handbook.

### 1. Scout Handbook.

All scouts are required to have an official Scout Handbook. A scout's initial Handbook is provided by the Troop.

### 2. Scout Uniform. (See Appendix)

The uniform defines a boy's participation in Scouting. It generates a sense of belonging and equality. The Boy Scouts are not a militaristic organization. All scouts are required to wear the basic Class A or Class B scout uniform to all scouting activities. The Scoutmaster, and the event determine the basis for which uniform is to be worn.

The Class A uniform includes official BSA:

- a. Shirt
- b. Pants (w/integral Belt and Buckle)
- c. Neckerchief and slide (Neckerchief is supplied by troop upon completion of first overnight campout)
- d. Proper shirt insignia
- e. Socks
- f. Hat

The Class B uniform includes:

- a. Troop 993 Red T-Shirt with logo
- b. BSA Pants (w/integral Belt and Buckle)

### 3. Camping gear (see Appendix)

All scouts are required to have the proper camping gear labeled with the scout's name or distinctive pattern on hard to mark items. Tents and other major camping gear are provided by the troop.

### 4. Scouts and adults are not permitted the following items on outings:

- a. Sheath knives.
- b. Matches and pocket knives unless the Scout has earned and is carrying his "Tot'n Chip" & "Firem'n Chit" cards.

- c. Hunting equipment (e.g., firearms, ammunition, or archery equipment) unless working toward a merit badge that requires such equipment and it has been approved by the leader in charge of said outing.
- d. Fireworks.
- e. Radios or electronic games (including iPods, cell phones, game-boys, etc.).
- f. Excessive amounts of snack food or candy.
- g. Alcoholic beverages.
- h. Drugs of any kind. Parents must give the outing leader required prescription and nonprescription drugs prior to departure. The scout's name and written instructions must be included. Medicines should be in original containers.

## G. Advancement

The Boy Scout advancement program is an integral part of the learning and internal growth experience. Each scout is encouraged to set attainable rank advancement and leadership goals. All scouts are expected to fulfill the requirements to progress to their next scout rank within a reasonable time. Any scout encountering difficulty in attaining his goals should discuss specific problems with the Scoutmaster and troop leadership.

In general, the following items apply to a scouts' advancement:

- It's Fun
- It Offers Adventure
- It Provides Recognition of Skills Learned
- It is Non-Competitive
- It Promotes Development of Physical Fitness, Character, and Citizenship

### Steps Repeated for Each Rank

- A Scout Learns
  - On Outings, at his own pace
- A Scout is Tested.
  - By Scoutmasters or Troop Guides
- A Scout is Reviewed.
  - By Scoutmasters then Board of Review
- A Scout is Recognized.
  - At Troop Meetings and Courts of Honor
- Advancement Happens predominantly during Outings
- From Joining to First Class will take about a year.
- Assistant Scoutmaster for New Scouts Helps Scouts Track Their Own Advancement (different than in Cub Scouts)
- Scouts Progress at Different Speeds
- Scouts Progress is recorded in the Rank Advancement pages found in the section prior to the index of his Boy Scout Handbook.
- From 1st Class to Star will usually take 4-6 months
- From Star to Life will usually take 1 year
- From Life to Eagle will usually take 2 years
- Can it happen faster? Sure, but remember advancement is not an aim of Scouting; it is simply one of 8 methods to achieve that Aim.

### Beyond Eagle Scout

- Eagle Palms
- Troop Leadership

## How Merit Badges Work

You can learn about sports, crafts, science, trades, business, and future careers as you earn merit badges. There are more than 100 merit badges. Any Boy Scout may earn any merit badge at any time. You don't need to have had rank advancement to be eligible.

**Pick a Subject.** Talk to your Scoutmaster about your interests. Read the requirements of the merit badges you think might interest you. Pick one to earn. Your Scoutmaster will give you the name of a person from a list of counselors. These counselors have special knowledge in their merit badge subjects and are interested in helping you.

**Scout Buddy System.** *You must have another person with you at each meeting with the merit badge counselor.* This person can be another Scout, your parents or guardian, a brother or sister or other relative, or a friend.

**Call the Counselor.** Get a signed merit badge application from your Scoutmaster. Get in touch with the merit badge counselor and tell him or her that you want to earn the merit badge. The counselor may ask to meet you to explain what is expected of you and to start helping you meet the requirements.

When you know what is expected, start to learn and do the things required. Ask your counselor to help you learn the things you need to know or do. You should read the merit badge pamphlet on the subject. Many troops and school or public libraries have them.

**Show Your Stuff.** When you are ready, call the counselor again to make an appointment to meet the requirements. When you go take along the things you have made to meet the requirements. If they are too big to move, take pictures or have an adult tell in writing what you have done. The counselor will ask you to do each requirement to make sure that you know your stuff and have done or can do the things required.

**Get the Badge.** When the counselor is satisfied that you have met each requirement, he or she will sign your application. Give the signed application to your Scoutmaster so that your merit badge emblem can be secured for you.

**Requirements.** You are expected to meet the requirements as they are stated—no more and no less. You are expected to do exactly what is stated in the requirements. If it says "show or demonstrate," that is what you must do. Just telling about it isn't enough. The same thing holds true for such words as "make," "list," "in the field," and "collect," "identify," and "label."

From — [Boy Scout Requirements](#)

## **Awards Presentation**

Awards for advancement, achievements, or special situations will be distributed as follows:

1. The actual badge or patch will be awarded to the scout at the earliest opportunity following the fulfillment of all requirements.
2. Formal recognition and written certificates will be given at the next Court of Honor to all scouts who have earned advancement, achievements, merit badges, or other honors since the last Court of Honor.

Scouts are required to keep track of merit badge and rank cards and any other documentation presented to them.

## II. Troop 993 Policies

### A. Rules of Conduct

In the interest of the safety of all scouts, as well as the enjoyment and successful learning experience of the scouting program, common sense and good conduct is required at all times. To that end, the following rules will be strictly enforced:

1. No tree climbing without specific leader permission.
2. No participating in waterfront activities without proper supervision and BSA required qualifications.
3. No throwing of objects except as part of an organized activity.
4. No use of cutting tools or matches without successful completion of “Tot’n Chip” card (scouts).
5. No food in tents (scouts and adults).
6. No flames in tents (scouts and adults).
7. No use of matches lighters, spark producing materials, etc. associated with fires without successful completion of “Firem’n Chit” card (scouts).
8. No foul, derogatory, inappropriate, or offensive language or inappropriate behavior will be tolerated (scouts and adults).
9. No hazing, initiations, gauntlets, etc.
10. Scouting maintains a duty to one’s religion and/or God, regardless of their specific beliefs. There will be no discrimination based on one’s religion.

In addition to the above rules of conduct, additional rules will be in place for parents or guardians wishing to participate in troop functions and outings (when permissible).

1. No interference with the Scoutmaster or Assistant Scoutmasters during their instruction of the boys. Provisions will be made for alternate areas for convening during troop meetings and functions so as not to interfere with the scouting program being taught.
2. Parents/Guardians wishing to participate in campouts may do so, however must adhere to the above rules and also participate in the “Adult Patrol.” The “Adult Patrol” will be a loosely organized group, aided and observed by the Scoutmaster (or other outing leader), and:
  - Need NOT be a registered leader with the troop.
  - Abide by the rules of conduct above.
  - Pay for their camping fees (food)
  - Participate AND help with the campout duties (cooking, cleaning, firewood, etc.) – no “free loading.”
  - Not interfere or distract their child during their instruction periods. Scheduled interaction, free time, meals and campfires are typically the best times to interact with the boys on a campout.

Scouts are expected to abide by the Scout Oath and the Scout Law as well as any other special rules established by the Boy Scouts of America or Troop 993 and its leaders. Typically, minor disruptions will be handled by the offender's Patrol Leader. If during a troop activity a scout or adult does not follow these rules or threatens the health or safety or intentionally offends any member of the troop, the leader in charge may take immediate action including but not limited to immediate separation of the offender from that activity. The offender may be reinstated either by the leader in charge of the specific activity or by requesting reinstatement through the Patrol Leaders' Council (if a scout) or the Troop Committee (if an adult). If the same scout or adult is involved in multiple incidents, that person may be subject to further action, up to and including expulsion from the troop membership, after deliberation by the Troop Committee.

All instances involving the boys, the scouting program, and disciplinary action is ultimately the responsibility of the Scoutmaster. The Scoutmaster may utilize various forms of discipline in his efforts (additional duties, Scoutmaster conferences, parent attendance for future activities, etc.). The Scoutmaster may, at his discretion, refer any disciplinary problems to the Troop Committee.

All instances involving disciplinary action or any other aspects of the organization (administration, finance, adults, etc.) is the ultimate responsibility of the Troop Committee. The Troop Committee Chairman is the final authority regarding committee issues.

In extreme circumstances, matters may be escalated to first, our Charter Organization Representative, and then the Grand Canyon Council, Picacho Peak District Executive.

## **B. Safety and Health**

### **1. Safety.**

The safety of every member of Troop 993 is of the utmost importance. There are times however, when troop members will participate in activities of greater than average risk. When a parent signs any activity permission slip, the parent should fully understand the scope of the activity and seek any clarification needed in advance from the leader in charge.

These permission slips authorize the adult leader in charge to seek medical assistance should a Scout become seriously injured or ill on the outing. BSA's Guide to Safe Scouting defines "serious" as, "1. Any period of unconsciousness; 2. Any hospital inpatient admission; or 3. Any surgical intervention beyond suturing skin or setting simple fractures".

In addition to these situations, in the event of any injury likely to require follow-up medical attention, the adult in charge of the activity will notify the scout's parents at his/her earliest possible convenience and an accident report will be completed and filed with the Troop Committee. An Accident and Sickness Claim Form for BSA's Supplemental insurance will also be provided by the troop committee chairman.

### **2. Health.**

In order to attend activities, outings and council camp as a troop, every scout/scouter must have a BSA medical form completed and updated every year. Specific instructions, including special activities requiring additional clearance will be made available on an as needed basis. Forms will be distributed in a timely manner and the update deadline is one week before the first day of summer camp each year.

## **C. The Cost of Scouting**

### **1. Scout Dues.**

Each scout is expected to pay annual dues which helps fund the troop's monthly & annual scouting expenses. The Troop Committee annually reviews and sets the dues amount for the year in September. Dues are the responsibility of each scout and must be current or participation in troop activity may be denied.

Troop 993 operates on a calendar year schedule. Therefore dues will be requested and expected in January each year, which corresponds to the Troops' annual Charter renewal with the Boy Scouts of America.

Annual dues are currently set at \$60 per year. For new scouts the annual dues are based on a prorated amount of \$5/month (based on a January start)

In addition to annual dues all newly registered scouts will be assessed a \$15 initial registration fee.

### **2. Scout Accounts**

The purpose of these savings accounts is to allow each Scout the opportunity to earn money to be used toward any Scout-related expense. The Treasurer will maintain the accounts for each Scout and will upon request provide a statement to each Scout to show the current balance.

### **3. Fundraising Activities.**

Troop 993 desires all boys to be able to participate in the scouting program regardless of their personal financial situation; therefore, various fundraising projects are a regular part of troop activities.

The troops' fundraising activities not only provide the funds necessary to operate and equip the troop, they also provide a percentage of qualifying fundraising efforts' profits to go directly into participating scouts' individual scout accounts.

By a scout's active participation in the troop's fundraising activities, it is not beyond reason to expect a scout to earn sufficient credit to cover an entire year's scouting expense (campout food costs, summer camp, etc.).

Current fundraising activities include:

- a. Hot Dog & Polish Sausage sales at city events.
- b. Clean-ups
- c. Annual BSA Popcorn sales
- d. Other activities to be determined (& in conjunction with Rotary Club activities)

### **4. Fundraising Splits**

When any active scout and/or their family members (regardless of number) attend and support troop fundraising efforts, proceeds of the effort will be distributed among the

participants in a method consistent with the hour or hours totaled by all youth scout participants. Currently, 60% of the profits are divided by the scouts, 30% goes to the troop, and 10% is divided by the participating families and deposited into the scout's account.

Example

- a. Boy 1 & 2 work 1 hour = 2 boy hours
- b. Boy 3 & 4 work 2 hours = 4 boy hours
- c. Boy 5 & 6 work 3 hours = 6 boy hours
- d. Boy 7 & 8 work 4 hours = 8 boy hours
- e. Boy 9 works 10 hours = 10 boy hours
- f. Boy 1,3,5,7,9 = Each have family members help in any capacity or duration
- g. Troop / Boy / Family Account Split: = 60%-Scout / 30%-Troop / 10%-Family
- h. The effort proceeds totaled: = \$100
- i. The total hours of boy participation: = 30 boy hours
- j. Total Scout Share: =  $\$60 \div 30 = \$2/\text{boy-hour}$

Therefore:

- k. Boy 1 & 2 earn = \$2 each
- l. Boy 3 & 4 earn = \$4 each
- m. Boy 5 & 6 earn = \$6 each
- n. Boy 7 & 8 earn = \$8 each
- o. Boy 9 earns = \$20
- p. Total Family participation: = 5 families -  $\$10 \div 5 \text{ families} = \$2/\text{boy share}$
- q. Boy 1,3,5,7,9 earn = 1 additional \$2 share each

Therefore the grand total of the proceeds for each scout would be:

- r. Boy 1 =  $\$2 + \$2 = \$4$  total
- s. Boy 2 = \$2 total
- t. Boy 3 =  $\$4 + \$2 = \$6$  total
- u. Boy 4 = \$4 total
- v. Boy 5 =  $\$6 + \$2 = \$8$  total
- w. Boy 6 = \$6 total
- x. Boy 7 =  $\$8 + \$2 = \$10$  total
- y. Boy 8 = \$8 total
- z. Boy 9 =  $\$20 + \$2 = \$22$  total

This equation will be utilized in all troop fundraising efforts. Youth are required to ensure they accurately account for their time on sign-in/out sheets provided for all events by the event coordinator(s). Failure to account for one's time BEFORE the proceeds are credited to the scout accounts may result in forfeiture of the scouts' credit.

Boy hours will be rounded to the nearest whole or half hour.

Sign-ups for fundraisers will be posted approximately 3 – 4 weeks prior to the event at troop meetings. Each scout must first choose only 1 time slot at this time, to allow all scouts the opportunity to earn scout money. Scouts not able to attend these troop meetings are permitted to request a time slot by email. Approximately 2 weeks prior to the event the signup sheet will be opened for multiple shifts until all time slots are full.

## **5. Food Costs.**

Each patrol plans its own menu for an outing and one or more scouts from the patrol purchases the food. The scout(s) purchasing the food (grubmasters) are also responsible to ensure campout/food costs, currently \$15/scout, are collected in a timely manner before the function. Extenuating circumstances requiring additional funds, or assistance shall be discussed with the Scoutmaster, or leader in charge of the outing prior to the function.

## **6. Fuel Reimbursement and Campout Fuel Surcharge.**

### General Drivers

1. Available for trips totaling over 100 miles (round trip).
2. Drivers are entitled to the fuel stipend, however may return all or part if they so choose.
3. Mileage will be estimated using a computer-mapping program for each trip. Santa Rosa Elementary School will be used as the starting point.
4. The closest proximity landmark or location recognized by the mapping program will be used for the destination if the actual destination is not recognized (i.e.: Vekol Valley camping sites are not).
5. Fuel stipends will be distributed to eligible drivers at the beginning of each trip, in cash.
6. Fuel stipends shall not exceed actual costs. If a driver does not require the full amount of the stipend for the trip, they are requested to return the excess funds.
7. The fuel stipend will be paid out on a graduated scale
  - a. 100-150 miles \$20.00
  - b. 151-200 miles \$25.00
  - c. 201-250 miles \$30.00
  - d. 251-300 miles \$35.00
  - e. 301-350 miles \$40.00
  - f. 351-400 miles \$45.00
  - g. 401 and more \$50.00

Drivers hauling equipment (troop trailer or other)

Add 25% to the "General Drivers" payment schedule.

In order to help defray the cost of transportation to and from campouts each scout will be assessed a \$5 fuel charge will be added to the cost of the campouts greater than 100 miles roundtrip. Any excess funds collected or returned will be deposited into a separate "fuel account" with the troop treasurer.

## **7. Financial Assistance.**

Any scout who is unable to be fully involved in scouting because of financial difficulty is encouraged to seek financial assistance through the Troop Committee. All such requests will be handled in complete confidence and on a case by case basis.

Scouts requesting scholarship funds for joining the troop and its activities and scouts requesting camperships funds for Summer Camp are required to demonstrate "Scout Spirit" by means of:

- Participating in as many troop activities as possible
- Participating in troop fundraising efforts
- Demonstrating to the Scoutmaster his scout spirit (involvement and active participation at troop meetings and activities, behavior, etc.)

The Scoutmaster and Troop Committee, or their designees, will be responsible to review each scout's application for financial assistance. This will include a review of their participation history in troop sponsored events and their overall "Scout Spirit" during the course of the prior year. The Scout's parents/guardian will be notified in writing of any decision regarding financial assistance.

## **D. Damage to Troop Equipment and Property**

Troop 993 provides camping equipment (e.g., tents, cooking gear) for the use and enjoyment of all scouts (and adults) in the troop. Each scout is expected to use and care for troop equipment and property as if it were his own. Deliberate or negligent damage to troop equipment will be cause for the scout to be held fully responsible for the repair, replacement, or reimbursement of any damaged item(s).

## E. Permission Slips

Permission slips must be turned in **prior** to participation in each special outing or event. Permission slips must be signed by a parent or guardian and will normally be collected prior to the outing. The permission slip form is available in the Forms, Files, & Downloads section on our Troop Website ([www.troop993.net](http://www.troop993.net)) and in Appendix VII of this handbook.

### III. Troop 993 Parent Involvement

#### A. Troop Committee

The Troop Committee supports the Troop program as developed by the Scoutmaster and the Scouts. It is the governing body of the Troop and is responsible for making policy and providing the resources necessary for the Troop program to happen. The Committee carries out the policies and regulations of the Boy Scouts of America, provides adequate meeting facilities, is responsible for the Troop finances, is responsible for Troop property, supports the outdoor program, and supports the Scoutmaster with whatever assistance is needed for the Troop to function. The Troop Committee should include, but is not limited to, the following positions:

**Chartered Organization Representative:** Serves as a liaison between the Troop and the chartered organization. Secures a Troop Committee Chairperson and encourages training. Maintains a close liaison with the Troop Committee Chair.

**Committee Chairperson:** Organize the committee to see that all functions are delegated, coordinated, and completed. Call, preside over, and promote attendance at monthly Troop Committee meetings. Secure parents and other adults to serve in leadership positions.

**Scoutmaster:** The Scoutmaster is the adult leader responsible for the image and program of the troop. The Scoutmaster and his or her assistant Scoutmasters work directly with the Scouts. The duties of the Scoutmaster include:

Work with other adult leaders to bring Scouting to boys.

Use the methods of scouting to achieve the aims of Scouting.

**Assistant Scoutmasters:** Assistant Scoutmasters are recruited by the Scoutmaster and approved by the troop committee to assist the Scoutmaster in the operation of the troop. Assistant Scoutmasters are assigned program tasks by the Scoutmaster and provide guidance to the boy leadership. He or she also provides the required two deep leadership (two adult leaders present at every Boy Scout activity).

**Secretary:** Keeps minutes of committee meetings and any other troop or parent meetings.

**Treasurer:** Handles all Troop funds. Pays all bills and maintains the Troop checking and Scout accounts.

**Advancement/Records Chair:** Maintains all Scout and Adult Troop membership records. Monitors individual advancement and encourages Scouts to advance in rank. Maintains an in-house merit badge counselor list. Works with the Troop's Boy Leadership to maintain attendance records. Prepares for Courts of Honor.

**Outdoor/Camping Coordinator:** Plans and coordinates Troop camping activities. Secures camping facilities and is responsible for obtaining Tour Permits for Troop 993's activities.

**Chaplain:** Provides opportunities for Scouts to grow in their duty to God and their fellow Scouts. Provides a spiritual tone for Troop meetings and activities. Gives guidance to the Chaplain's Aides.

At the discretion of the Committee Chair, an ad-hoc committee can be formed to investigate or address a specific issue. The ad-hoc committee is to report to the full committee with any report or recommendation for the committee's consideration.

The Troop Committee, with the Scoutmaster, Assistant Scoutmasters, and other Scouters meets monthly to discuss and plan the upcoming events. The meetings are open to any parent of a Scout in Troop 993 and parents are encouraged to attend Committee meetings, to voice options and offer suggestions. Parents are also welcome and encouraged to become uniformed adult leaders in the Troop.

All registered adult leaders of the Troop are asked to complete the Youth Protection, Fast Start, and New Leaders Essentials Training offered by the BSA. In addition, Troop 993 requires the position of Scoutmaster to complete Scoutmaster Specific and Outdoor Leadership Skills and the position of Committee Chairman to complete the Troop Committee Challenge training in order to be "fully trained". These additional training courses should be completed as soon as possible based upon course offerings. All training is available through the Grand Canyon Council, the Picacho Peak District, and Troop 993.

The Troop's success is a direct function of the level of involvement of interested adults and parents. As a growing Troop we cannot succeed without the assistance and participation of a large number of adults. Our "safety net" for the success of our Scouts has many "handles" that must be held. For that reason, Troop 993 asks that every parent contribute in whatever way they can to support the Troop and its program. More over the Troop always needs the time, energy and skills of adults who are willing to serve in a formal way on the Troop Committee or as Assistant Scoutmasters. Please contact either the Scoutmaster or the Committee Chair for more information on how you can help out.

## **B. Board of Review**

A Board of Review must be conducted prior to the Court of Honor each time a scout meets the requirements for achieving a new rank. Each Board of Review is comprised of at least three (3) parents, including at least 1 member of the Troop Committee, who volunteer to participate, none of whom are related to the scout being evaluated. The purpose of the Board of Review is to evaluate the individual scout's progress related to the Scout Oath and the Scout Law, and to provide endorsement that the scout is ready to receive the next rank and that the troop is indeed a boy-led troop. It is not intended to retest the scout on the specifics required in obtaining the new rank; rather, it is an opportunity for parents/leaders to evaluate and encourage the attitude, growth, and leadership of the scout. It also is an opportunity for the scout to suggest areas in which the troop could improve.

The parents/leaders conducting a Board of Review should develop questions appropriate to the rank of the scout being evaluated, e.g., a prospective Tenderfoot Scout should be encouraged and asked simple questions relating to his achievements, while a prospective Star or Life Scout should be challenged to think about the skills he is learning and incorporating into his philosophy of life and service. As a scout matures and attains higher ranks, the level of questioning and response expectations should elevate significantly. At no time should a scout be bullied or intimidated by the parents/leaders on the Board of Review.

## C. Other Participation Opportunities

### 1. Advancement.

It is the responsibility of each parent to encourage and monitor his or her scout's rank advancement throughout his scouting career. Each parent also has the responsibility of balancing his or her desire for the scout to attain higher ranks and a number of merit badges quickly with the individual scout's enjoyment of the process of learning and inward application of what he has learned. The rank requirements are outlined in the Boy Scout Handbook and the individual scout's progress is recorded on the appropriate advancement page near the back of his handbook. Parents should review their scout's advancement progress periodically. If a parent believes a scout has met a particular rank or badge requirement, the parent should encourage their son to bring it to the attention of one of the adult troop leaders who will review the situation with the scout. In Boy Scouting it is not appropriate for a parent to sign off on his or her own son's advancement (unlike Cub Scouting).

Scouts are required to keep track of merit badge and rank cards and any other documentation presented to them. Parents should encourage scouts to create a permanent storage place for these items, many of which may be irreplaceable.

### 2. Court of Honor.

A Court of Honor is an important event in the life of each scout whether he achieves a new rank, merit badge recognition, or acknowledgement of his involvement in other scouting activities such as fund raising. ***Parental and family support and attendance at each Court of Honor is strongly encouraged.*** Scouts must wear a Class A uniform to be recognized at a Court of Honor.

### 3. Merit Badge Counselor.

If a parent believes his or her employment, experience or hobby interest might qualify him or her as a merit badge counselor in a particular field, please notify the Committee Advancement Chair who can provide the information necessary to determine if that parent can qualify.

### 4. Outings.

To ensure a successful scouting program, parents will be asked to participate occasionally in weekend camping outings. A minimum of two adult leaders (registered and trained with the BSA) is required, and a minimum ratio of one adult to every eight scouts is desirable, on every outing.

### 5. Transportation.

Parents are the primary resource of transportation to and from outings and other special activities. When accepting this responsibility, parents must set a good example of scouting in action and act according to the Scout Oath and Law. As a driver for an outing/activity, a parent must have the vehicle in safe driving condition. The driver must not be impaired in any capacity; the driver will be asked by the troop leadership not to drive if there is any concern. If a parent has a concern that one of the drivers might be impaired, please bring it to the attention of the leader in charge of the activity. The scouts' safety is our first concern. In addition, parents/volunteers offering to provide transportation for outings must meet specific requirements of the BSA in order to qualify and be covered under BSA insurance. Please consult the troop committee for details.

**6. Education.**

The prevention of child abuse and drug abuse is a topic that the Boy Scouts of America, Troop 993, and our Troop Committee take very seriously. Parents of scouts are encouraged to read the parent's supplement in the front of the Boy Scout Handbook entitled, "how to Protect Your Children from Child Abuse and Drug Abuse." This guide provides parents with helpful information to educate themselves and their scouts about how to prevent drug and/or child abuse. It also explains what scouting is doing to enhance youth protection.

## **IV. Revision History**

### **A. April 2008**

Updated website, general revisions section II. A, Organization Chart

### **B. January 2009**

Changed name of document to Troop 993 Policies and Procedures – A Handbook for Scouts and Parents

Revised Section I, Scout Troop 993

- A. Meetings
- C. Patrol System
- D. Boy Leadership Positions
- E. Communication System
- F. Advancement, How Merit Badges Work

Revised Section II, Troop 993 Policies

- A. Rules of Conduct
- B. Safety and Health.
- C. The Cost of Scouting.
- E. Permission Slips

Revised Section III. Troop 993 Parent Involvement

- A. Troop Committee
- C. Other Participation Opportunities

Added Section IV. Revision History

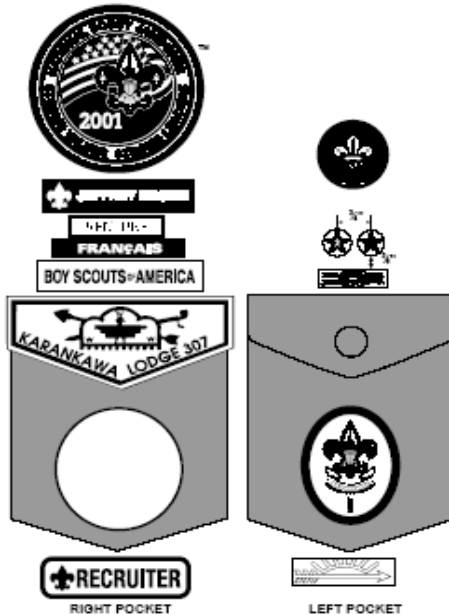
Removed names from organizational chart in Appendix V

Added Appendix VI. Honor Roll of Troop 993 Eagle Scouts

Changed T-shirt price to \$8 on Appendix VIII

# A. Appendix – Uniform Guide – How to Wear the Scout Uniform Correctly

## BOY SCOUT/VARSITY SCOUT UNIFORM INSPECTION SHEET OFFICIAL PLACEMENT OF INSIGNIA



Conduct uniform inspection with common sense; the basic rule is neatness.

**Merit Badge Sash.** If worn, merit badges are attached to front (and back, if needed) of sash. Venture/Varsity letter is attached at bottom front corner. Temporary insignia may be worn on back.

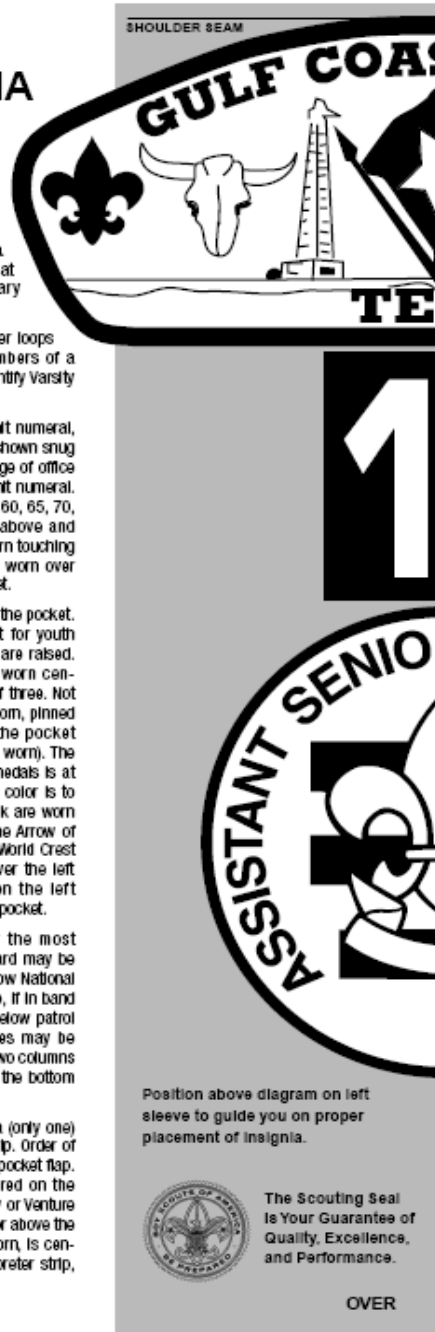
**Shoulder Epaulets.** Red shoulder loops identify Boy Scouting (all members of a troop). Blaze (orange) loops identify Varsity Scouting.

**Left Sleeve.** Council patches, unit numeral, and badge of office are worn as shown snug up, and touching each other. Badge of office is centered below and touches unit numeral. The veteran unit bar (25, 50, 55, 60, 65, 70, 75, or 80 years) is positioned above and touching troop numeral and in turn touching council patch. Den chief cord is worn over the left shoulder and under epaulet.

**Left Pocket.** Service stars above the pocket. If a medal or embroidered knot for youth members is worn, service stars are raised. Embroidered square knots are worn centered above the pocket in rows of three. Not more than five medals may be worn, pinned centered immediately above the pocket (extending over knots if both are worn). The wearing sequence for knots or medals is at the wearer's discretion and lead color is to the wearer's right. Badges of rank are worn centered on the pocket above the Arrow of Light Award. Flap buttoned. The World Crest is worn centered horizontally over the left pocket and vertically between the left shoulder seam and the top of the pocket.

**Right Sleeve.** U.S. flag. Only the most recently earned Quality Unit Award may be worn below patrol emblem or below National Honor Patrol star. Musician badge, if in band or drum corps, is worn 1/2 inch below patrol emblem. Up to six merit badges may be worn on the long-sleeve shirt in two columns of three starting 3 inches above the bottom edge of the cuff.

**Right Pocket.** Jamboree insignia (only one) worn above BSA or Interpreter strip. Order of the Arrow lodge insignia worn on pocket flap. Temporary insignia worn centered on the pocket. Flap buttoned. The Varsity or Venture strip is worn above the BSA strip or above the Interpreter strip. Nameplate, if worn, is centered above the BSA strip, Interpreter strip, and Venture or Varsity strip.



# Appendix – Uniform Guide – How to Wear the Scout Uniform Correctly

**BOY SCOUT/VARSITY SCOUT  
UNIFORM INSPECTION SHEET**

- General Appearance.** Allow 4 points for each: (1) good posture, (2) clean face and hands, (3) hair combed, (4) neatly dressed, (5) clean fingernails. 20 pts.
- Headgear.** Two styles: (1) visored cap; or (2) campaign hat. All troop members must wear one of the headgear chosen by vote of the troop/team. Varsity Scouts wear only the blaze and brown visored cap. 5 pts.
- Neckerchief and Slide.** Insignia at back should be right side up and centered. Fold long edge over several flat folds to about 6 inches from tip of neckerchief. A tight fold prevents gathering around the neck and is more efficient than rolling or twirling. Draw neckerchief slide over ends and adjust to fit snugly. By vote of troop, ends may be left hanging loose or tied in a slip-knot. The neckerchief is optional to the troop. 5 pts.
- Shirt.** Official long- or short-sleeve tan shirt with red or blaze orange shoulder loops on epaulets. The troop/team may vote to wear a neckerchief, bolo tie, or no neckwear. In any case, the collar should be unbuttoned. The troop/team has the choice of wearing the neckerchief over the turned-under collar or under the open collar. 15 pts.
- Belt.** Olive web with BSA insignia on brass buckle; or official leather with international-style buckle or buckle of your choice, worn only if voted by the troop/team. Members wear one of the belts chosen by vote of the troop/team. 5 pts.
- Pants/Shorts.** Official, olive, pressed; no cuffs. 15 pts.
- Socks.** Official olive-colored mid-calf-length socks with red tops worn with official shorts or trousers. (Long socks are optional with shorts.) 5 pts.
- Shoes.** Leather or canvas, neat and clean. 5 pts.
- Registration.** Current membership card or temporary certificate on person. 5 pts.
- Insignia.** Correct placement left pocket, 5 points; right pocket, 5 points; left sleeve, 5 points; right sleeve, 5 points. 20 pts.

UNIFORM POINTS	<input type="text"/>
INSIGNIA POINTS	<input type="text"/>
TOTAL POINTS	<input type="text"/>
<b>PERFECT SCORE 100 POINTS</b>	



For more information about insignia, see *Insignia Guide*, No. 33068B.

**UNIFORM INSPECTION SCORE**

Name \_\_\_\_\_ Troop/Team No. \_\_\_\_\_

#34283



Patrol/Squad \_\_\_\_\_

34283  
2000 BOY SCOUTS OF AMERICA

Position diagram of insignia (see above) right on pocket to guide you on proper placement.

**OUR UNIT INSPECTION  
WILL BE HELD ON**

**BRING THIS FORM  
WITH YOU**

OVER

## Appendix – Equipment List – Items a Scout Needs for Outdoor Adventures

Here is a list of equipment you will need on weekend camping trips (SUBJECT TO CHANGE)

Double check the list carefully and add items you feel necessary

- |  |  |
|--|--|
| <p>_____ Clothing appropriate for season and<br/>number of days of camping</p> <p>_____ Underwear</p> <p>_____ Socks</p> <p>_____ Shirts</p> <p>_____ Long Pants</p> <p>_____ Shorts</p> <p>_____ Sweater/Jacket</p> <p>_____ Scout Uniform</p> <p>_____ Appropriate Shoes (bring an extra<br/>pair of beat-up shoes for messy<br/>kicking around)</p> <p>_____ Sleeping Bag or Blankets and Pillow</p> <p>_____ Sleeping Pad</p> <p>_____ Personal Mess Kit</p> <p>_____ Plate, Bowl, Cup</p> <p>_____ Knife, Fork, Spoon</p> <p>_____ Toilet Kit containing:</p> <p>_____ Washcloths</p> <p>_____ Towels</p> <p>_____ Toothbrush</p> <p>_____ Toothpaste</p> <p>_____ Bar Soap</p> <p>_____ Deodorant ( not aerosol)</p> | <p>_____ Rain Gear/Poncho</p> <p>_____ Scout Handbook</p> <p>_____ Pen, Pencil, Paper</p> <p>_____ Sunscreen &amp; Lip Balm</p> <p>_____ Insect Repellent</p> <p>_____ 2 Garbage Bags</p> <p>_____ Flashlight w/extra batteries</p> <p>_____ Swim Trunks – If Appropriate</p> <p>_____ Ground Cloth</p> <p>_____ 50 feet of rope</p> <p>_____ Compass</p> <p>_____ Pocket Knife</p> <p>_____ Tot'n Chip Card</p> <p>_____ Canteen or Water Bottle</p> <p>_____ Watch</p> <p>_____ Camera &amp; Film</p> <p>_____ Bible</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> |
|--|--|

Other than the clothing, most of these items can be kept together in a pack. Then when it's time for a campout you just need to add clothing and your ready to go! That way you don't forget anything either.

These items are also subject to local weather conditions at the time of the outing. Consult the troop website for specific details.

## **Appendix – Position Descriptions – Scoutmaster/Assistant Scoutmaster**

### **BSA Troop 993**

#### **Maricopa, AZ**

#### **Charter Organization: The Rotary Club of Maricopa**

### **Scoutmaster Job Description**

#### **Purpose**

The Troop 993 Scoutmaster is to provide organization and oversight for the current and future benefit of Troop 993.

#### **General Evidence/Duties of a successful Scoutmaster:**

- Encourage and provide a positive nurturing atmosphere in which each scout can understand the importance and personal relevance of an honorable lifestyle
- Ensure a boy led troop
- Provide a safe and enjoyable scouting experience for each scout
- Encourage each scout to attain the skill and rank they desire with the ultimate goal of building the ideals of the BSA as integral to each scout's character.
- Lead the troop in accordance to BSA standards/regulations
- Be a personal role model of the Scout Oath, Law, Motto and Creed
- Oversee and provide guidance to those assisting the troop including Assistant Scoutmasters, parents, volunteers and any other personnel
- Maintain flexibility and ability to compromise
- Have ability to keep "cool head" under pressure
- Ability to relate and interact with adults, as well as scouts

The Troop 993 Scoutmaster will be responsible to the Troop Committee as they are in accordance with the chartering organization and the BSA Grand Canyon Council.

## Assistant Scoutmaster Job Description

### Purpose

The Troop 993 Assistant Scoutmaster(s) will provide support to the purpose and goals of Troop 993 by assisting the Scoutmaster in the assigned/agreed-upon areas. These areas may include:

- Communication
- Coordination of Activities
- Staffing
- Equipment Procurement
- Advancement
- Training
- Any other area of agreed upon service to the Troop

General Duties will include:

- Role model of the BSA Oath, Law and Motto
- Encourage each scout to attain the highest skill level and rank as fitting their desire with the ultimate goal of building the ideals of the BSA as integral to the scout's character
- Provide a safe and enjoyable scouting experience
- Encourage and support in word and deed the boy and adult troop leadership
- Maintain flexibility and ability to compromise
- Have ability to keep "cool head" under pressure
- Ability to relate and interact with adults, as well as scouts
- Fill in for Scoutmaster when necessary

The Troop 993 Assistant Scoutmaster will be responsible to the Scoutmaster as he is in accordance with the Troop Committee, the Chartering organization and the BSA Grand Canyon Council.

# Appendix – Troop Resource Survey – Parent Skills and Talents Available to the Troop



## TROOP RESOURCE SURVEY

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

Welcome to the Scout family of troop No. \_\_\_\_\_ in the \_\_\_\_\_ Council.

Please return this survey to \_\_\_\_\_

(Please print)  
Name \_\_\_\_\_ Home phone \_\_\_\_\_

Street address \_\_\_\_\_ Business Phone \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

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.

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

### General Activities

- Campouts
- Hikes
- Outdoor activities
- Troop meetings
- Swimming supervision
- Bookkeeping
- Typing
- Drawing/art
- Transportation of Scouts
- Transportation of equipment
- Other \_\_\_\_\_  
please print

### Special Program Assistance

- I can participate in boards of review.
- I have a station wagon or \_\_\_\_\_ truck.
- I have a workshop.
- I have family camping gear.
- I have access to a cottage.
- I have access to camping property.
- I can make contacts for special trips and activities.
- I can help with troop equipment.
- I have access to a personal computer.

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

- |                                 |                         |
|---------------------------------|-------------------------|
| • Ropework (knots and lashings) | • Conservation          |
| • Outdoor cooking               | • Aquatics              |
| • First aid                     | • Knife and ax handling |
| • Star study                    | • Citizenship           |
| • Map and compass use           | • Camping               |

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



# Appendix – Troop Resource Survey – Parent Skills and Talents Available to the Troop

## MERIT BADGES

December 1997

Check the merit badges that you can help Boy Scouts earn

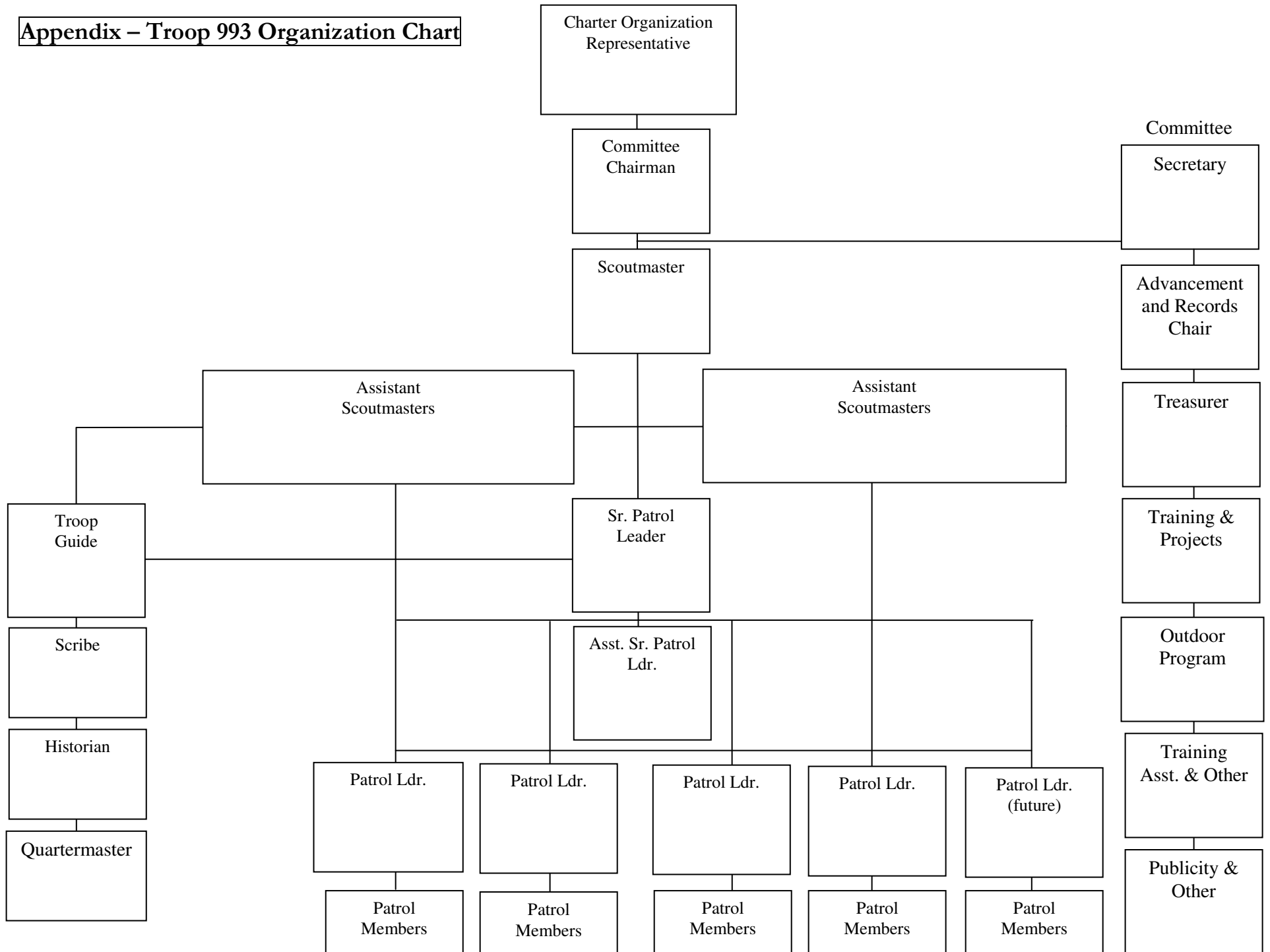
- |  |   |   |   |
|--|---|---|---|
| <ul style="list-style-type: none"> <li>• American Business</li> <li>• American Cultures</li> <li>• American Heritage</li> <li>• American Labor</li> <li>• Animal Science</li> <li>• Archeology</li> <li>• Archery</li> <li>• Architecture</li> <li>• Art</li> <li>• Astronomy</li> <li>• Athletics</li> <li>• Atomic Energy</li> <li>• Auto Mechanics</li> <li>• Aviation</li> <li>• Backpacking</li> <li>• Basketry</li> <li>• Bird Study</li> <li>• Bugling</li> <li>• Camping</li> <li>• Canoeing</li> <li>• Chemistry</li> <li>• Cinematography</li> <li>• Citizenship in the Community</li> <li>• Citizenship in the Nation</li> <li>• Citizenship in the World</li> <li>• Climbing</li> <li>• Coin Collecting</li> <li>• Collections</li> <li>• Communications</li> <li>• Computers</li> </ul> | <ul style="list-style-type: none"> <li>• Cooking</li> <li>• Crime Prevention</li> <li>• Cycling</li> <li>• Dentistry</li> <li>• Disability Awareness</li> <li>• Dog Care</li> <li>• Drafting</li> <li>• Electricity</li> <li>• Electronics</li> <li>• Emergency Preparedness</li> <li>• Energy</li> <li>• Engineering</li> <li>• Entrepreneur</li> <li>• Environmental Science</li> <li>• Family Life</li> <li>• Farm Mechanics</li> <li>• Fingerprinting</li> <li>• Fire Safety</li> <li>• First Aid</li> <li>• Fish and Wildlife Management</li> <li>• Fishing</li> <li>• Forestry</li> <li>• Gardening</li> <li>• Genealogy</li> <li>• Geology</li> <li>• Golf</li> <li>• Graphics Arts</li> <li>• Hiking</li> <li>• Home Repairs</li> <li>• Horsemanship</li> </ul> | <ul style="list-style-type: none"> <li>• Indian Lore</li> <li>• Insect Study</li> <li>• Journalism</li> <li>• Landscape Architecture</li> <li>• Law</li> <li>• Leatherwork</li> <li>• Lifesaving</li> <li>• Mammal Study</li> <li>• Medicine</li> <li>• Metalwork</li> <li>• Model Design</li> <li>• Motorboating</li> <li>• Music</li> <li>• Nature</li> <li>• Oceanography</li> <li>• Orienteering</li> <li>• Painting</li> <li>• Personal Fitness</li> <li>• Personal Management</li> <li>• Pets</li> <li>• Photography</li> <li>• Pioneering</li> <li>• Plant Science</li> <li>• Plumbing</li> <li>• Pottery</li> <li>• Public Health</li> <li>• Public Speaking</li> <li>• Pulp and Paper</li> <li>• Radio</li> <li>• Railroading</li> </ul> | <ul style="list-style-type: none"> <li>• Reading</li> <li>• Reptile/Amphibian Study</li> <li>• Rifle Shooting</li> <li>• Rowing</li> <li>• Safety</li> <li>• Salesmanship</li> <li>• Scholarship</li> <li>• Sculpture</li> <li>• Shotgun Shooting</li> <li>• Skating</li> <li>• Skiing</li> <li>• Small Boat Sailing</li> <li>• Soil and Water Conservation</li> <li>• Space Exploration</li> <li>• Sports</li> <li>• Stamp Collecting</li> <li>• Surveying</li> <li>• Swimming</li> <li>• Textile</li> <li>• Theater</li> <li>• Traffic Safety</li> <li>• Truck Transportation</li> <li>• Veterinary Medicine</li> <li>• Water Skiing</li> <li>• Weather</li> <li>• Whitewater</li> <li>• Wilderness Survival</li> <li>• Wood Carving</li> <li>• Woodwork</li> </ul> |
|--|---|---|---|

### Other skills and activities I could assist in for the older-Scout program:

- |   |   |   |   |
|---|---|---|---|
| <ul style="list-style-type: none"> <li>• Backpacking</li> <li>• Basketball</li> <li>• Bowling</li> <li>• Business</li> <li>• Cross-country skiing</li> <li>• Cycling</li> <li>• Downhill skiing</li> <li>• Fishing</li> </ul> | <ul style="list-style-type: none"> <li>• Free-style biking</li> <li>• Golf</li> <li>• Hockey</li> <li>• Kayaking</li> <li>• Mechanics</li> <li>• Mountain man</li> <li>• Orienteering</li> <li>• Rafting</li> </ul> | <ul style="list-style-type: none"> <li>• Rappelling</li> <li>• Sailing</li> <li>• Scuba diving</li> <li>• Shooting sports</li> <li>• Slow-pitch softball</li> <li>• Snow camping</li> <li>• Soccer</li> <li>• Spelunking</li> </ul> | <ul style="list-style-type: none"> <li>• Survival</li> <li>• Swimming</li> <li>• Tennis</li> <li>• Video/photography</li> <li>• Volleyball</li> <li>• Whitewater canoeing</li> <li>• Windsurfing</li> </ul> |
|---|---|---|---|



# Appendix – Troop 993 Organization Chart



## **Appendix – Honor Role of Troop 993 Eagle Scouts**

<b>Name</b>	<b>Achievement Date</b>
John Stinogel	May 2008
“Topher” Gaunt	July 2008

### **Troop 993 Scoutmasters**

Rob Gaunt	April 2007 – November 2008
Mark Yonts	December 2009 -



# Troop 993, BSA – Maricopa, AZ

**Event:** \_\_\_\_\_  
**Location:** \_\_\_\_\_  
**Dates:** From: \_\_\_\_\_ to: \_\_\_\_\_

## Parent's Permission

My/Our son, Scout \_\_\_\_\_ has my/our permission to attend the troop activity identified above.

In the event of an accident or illness requiring professional medical care (casts, stitches, x-rays, emergency surgery, hospital confinement, etc), I/we hereby authorize the leaders of Troop 993, Maricopa, AZ to act in my/our behalf in giving my/our permission to obtain said professional medical care if deemed necessary by a licensed physician, hospital, or other medical facility.

I/we fully understand the above agreement and will not hold the leaders or members of Troop 993, or the Grand Canyon Council and its employees, responsible for any action taken by (upon professional medical advice) for emergency services performed.

Medications: \_\_\_\_\_

Dosage: \_\_\_\_\_

Frequency: \_\_\_\_\_

Medical Conditions: \_\_\_\_\_

Allergies: \_\_\_\_\_

Mother/Father/guardian permission and acknowledgement of Code of Conduct:

Signed: \_\_\_\_\_

Home phone: \_\_\_\_\_

Cell phone: \_\_\_\_\_

## Insurance

Insurance Company \_\_\_\_\_

Policy & Group Number \_\_\_\_\_

## Code of Conduct

I AGREE TO THE FOLLOWING:

1. I will behave in accordance with the Scout Law and Oath. A Scout is trustworthy, loyal, helpful, friendly, courteous, kind, obedient, cheerful, thrifty, brave, clean and reverent.
2. When instructed /directed by an adult or junior leader to do or not do something, I will follow the instructions/directives given to me.
3. I will consider the feelings of other scouts and adults and not do anything either physically or verbally, that will make them feel uncomfortable or put them in a situation in which they feel threatened.
4. I will not be disruptive and will show the attention and respect that is expected of me.
5. I will bring to the attention of an adult leader or Senior Patrol Leader any situation that I am not comfortable with and not take matters into my own hands.
6. I will not do anything that causes danger to others or myself.
7. I will respect the property of others and not steal or damage property that does not belong to me.
8. I understand that if I do not follow the rules outlined above that a call may be placed to my parents and that my parents may have to immediately remove me from the event in which I am participating.
9. Whether a call is made or not, a meeting will take place with my parents in attendance in order to discuss violations in code of conduct.

Scout agreement to Code of Conduct:

Signed: \_\_\_\_\_

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## Troop 993 – Maricopa, AZ - Event Reminder (keep for your records)

Event : \_\_\_\_\_

Location : \_\_\_\_\_

Emergency Phone Number: \_\_\_\_\_

Dates: From: \_\_\_\_\_ to: \_\_\_\_\_

Returning at : \_\_\_\_\_



The Adventure Begins

**TROOP 993**  
**Class-B T-shirt & Decal**  
**Order Form**



**The Adventure Begins**

**Name** \_\_\_\_\_

**Date** \_\_\_\_\_

<b>Size (All Sizes Adult):</b>	<b>Qty:</b>
<input type="checkbox"/> <b>Small</b>	_____
<input type="checkbox"/> <b>Medium</b>	_____
<input type="checkbox"/> <b>Large</b>	_____
<input type="checkbox"/> <b>X-Large</b>	_____
<input type="checkbox"/> <b>XX-Large</b>	_____
<input type="checkbox"/> <b>XXX-Large</b>	_____
<input type="checkbox"/> <b>Special</b>	_____

**Size:** \_\_\_\_\_

**Decal - Small (4")** \_\_\_\_\_

**Decal - Large (8")** \_\_\_\_\_

**T-Shirts & Decals are \$9.00 ea.**

**Total Cost:** \_\_\_\_\_

**Please make checks payable to: Troop 993**