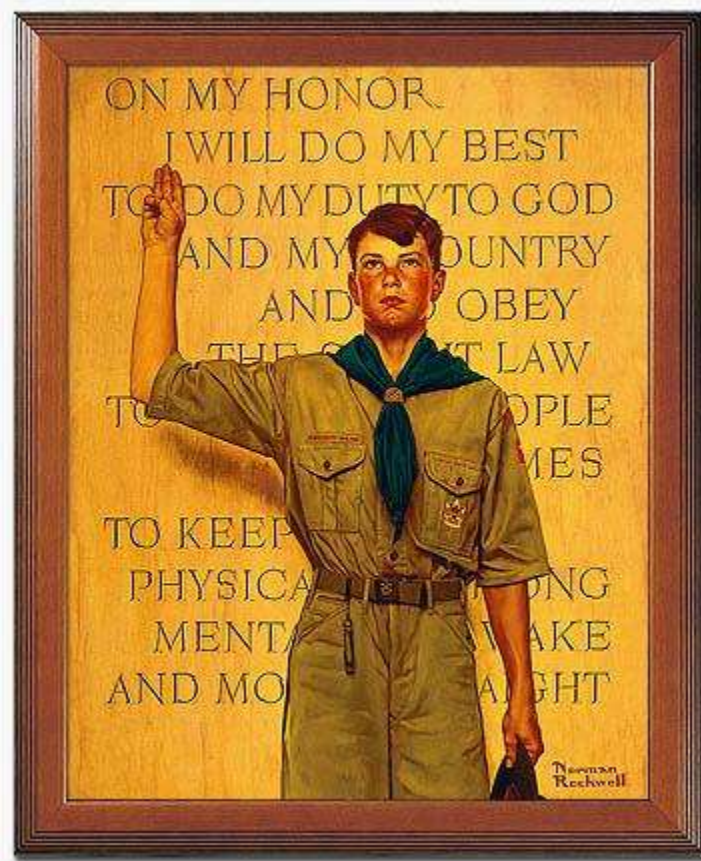


Troop 71

Handbook

Scouts, BSA



Meetings:

7:00-8:30 p.m. Monday evenings
Forest Grove Presbyterian Church
1856 Forest Grove Road
Furlong, PA

Please check our meeting schedule at

troop71.com

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Welcome to Troop 71!

Troop 71 is a Scout-led Troop. The Patrol Leaders Council (PLC) (youth leadership) selects activities for the year, and the Troop Committee (adult support) approves and supports the Scouts' program. The Scoutmaster and adult leaders provide guidance throughout each Scout's journey. We recognize that our Scouts have a wide range of interests, and we work to provide a fulfilling Scouting experience for every Scout.

Affiliation

Troop 71 is chartered to Forest Grove Presbyterian Church. The church allows us to hold meetings at Forest Grove, use their facilities for training and ceremonies, and camp out on the property when needed. During the year, we may do community service projects for the church to foster a stronger partnership.

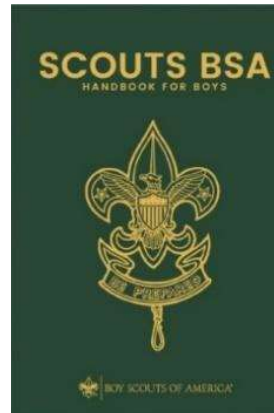
Meetings

The Troop meets most Monday nights at Forest Grove Presbyterian Church in Furlong, PA. We meet from 7:00 to 8:30 p.m. Since Troop 71 supports a year-round program, we have meetings throughout the summer. Please check the troop calendar in Scoutbook or at troop71.com for the current meeting schedule.

During our meetings, Scouts prepare for upcoming activities and work in small groups (called Patrols) on Scout skills. At meetings, Scouts prepare for their next adventure, work on many of the requirements for rank advancements, merit badges, and awards, and just have fun. We also take time to recognize our Scouts' accomplishments and advancements at regularly scheduled Court of Honor ceremonies.

Resources

1. Troop Leadership
2. Scout Handbook, 14th Edition
3. [Scoutbook](#)
4. [Troop 71 Website](#)
5. [Washington Crossing Council Website](#)
6. [Boy Scouts of America \(BSA\) Website](#)
7. [Guide to Safe Scouting](#)



Calendar and Notices

Troop 71 uses Scoutbook for all calendar scheduling and email of event notices. Each Scout and at least one parent will have Scoutbook logins. When you join the Troop, an account administrator will establish a Scoutbook login for the parents. A parent must then electronically invite their Scout to set up his own Scoutbook account. Scouts will need an email address to receive the invitation from a parent to create the Scout account. The administrator will help with this process.

What You Can Expect to Pay

There are costs associated with being a Scout. Troop 71 collects a one-time joining fee, annual dues, and event-specific costs. Scouts and family attendees only pay event individual costs if they choose to participate.

When you join, you will pay annual Troop dues (pro-rated if joining mid-year) plus a one-time Troop Joining Fee of \$35. Your Troop Joining Fee covers approximately 50% of the cost of a Scout Handbook, Troop neckerchief, Troop t-shirt, neckerchief slide, Troop numbers, Scout shirt shoulder loops, and a Patrol emblem.

Troop dues cover the annual cost of membership in the Boy Scouts of America (\$75), the annual service fee of Washington Crossing Council (\$72), and council charter and insurance fee (~\$2), with the remainder covering costs for badges, awards, and Troop-wide costs (adult supervision requirements, consumables for camping trips, meeting supplies, procuring additional equipment the Patrol Leaders Council requests, etc.). Scouts joining BSA for the first time must pay an additional \$25 National New Member Fee. You may also purchase an optional annual subscription to Scout Life magazine for \$15. The Troop also has a sibling discount, determined each budget year (\$25 for 2023.) Our Troop fiscal year starts on January 1st, and annual dues must be paid by an announced date prior to recharter time in the previous calendar year to continue participation after January 1st. A copy of the annual Troop budget is available on request from the Troop Committee Chair.

Uniform purchases depend on how fast your Scout grows. Before buying new items, please check the Troop’s uniform bank for gently used items.

We encourage Scouts to take advantage of all of Troop opportunities, but understand it would be difficult to participate in every event. Meeting announcements and Scoutbook emails will let you and your Scout know details and costs for each event. This table gives you an idea of average costs.

Troop Dues	\$200 for 2023	Annual
One-time Troop Joining Fee	\$35	Upon joining
Boys’ Life Subscription	\$15	Annual (optional)
Uniform	Up to ~\$150 (depends on fabric choice)	Required
Extra Troop T-shirt	~\$15	As desired
Weekend Campouts	~\$20 - \$100+ per event (varies by event) Some are subsidized from Troop funds.	If Scout participates
Unit Fundraiser “Buyout”	\$75 for 2022 (variable)	Annual, if Scout does not participate
Summer Camp Tuition	~\$500 (depends on the camp)	If Scout participates
High Adventure Outings	\$200 - \$2,000+ (depends on the adventure and location)	If Scout participates
Friends of Scouting (Local council’s fundraising campaign)	Tax Deductible Contribution	If family desires

When your Scout earns Eagle Scout, the Troop awards an Eagle Scout medal, patch, Parent and Mentor Pins, and an Eagle Scout neckerchief and Eagle Scout slide.

Program, Budgeting, and Fundraising

The PLC plans the annual program for the Troop, and their decisions drive the annual Troop budget. The Troop may hold several fundraisers over the year to pay for the program. Fundraisers may include family nights at restaurants, car washes, breakfasts, sales of holiday greenery, etc.

Some proceeds go entirely to the Troop’s central fund, and others are split between the Scout’s Account and the Troop. When divided between Scouts and the Troop, a proportion determined by the Committee for each fundraiser is applied into each individual’s Scout account. Many Scouts are able to pay their entire summer camp tuition with the proceeds from these fundraisers. For a major fundraiser (usually one per year), your

Scout is expected to participate at a minimum level, or opt for a “buyout,” where the Scout pays to the Troop what the average proceeds per person are expected to be.

Scout/Scouter Accounts

We track accounts in Scoutbook as a bookkeeping tool to reduce physical transactions required during the year. Typical entries are charges or reimbursements for trip costs and fundraising allotments.

- Each Scout and registered adult has an account administered by the Troop Treasurer with input from leaders and trip planners. Account entries and balance are always visible in Scoutbook.
- Parents who participate in events will be charged through their Scout’s account, but in no case may a parent use monies fundraised by their Scout to cover adult costs.
- Scouts may use their account to pay for any Scout-related item (e.g. Scout equipment, uniform, summer camp, high adventure, training courses, Scout trip expenses, etc.)
- Your RSVP to an event in Scoutbook usually carries a financial commitment for food, admission tickets, program materials cost, etc. If you must change your status after the RSVP due date, you must check with your Patrol Leader, the Scout Planner for the event, and the Adult Planner for the event to see if you will be charged for the outing. We still hold Scouts financially responsible if they have RSVP’d for an event without checking with parents. These situations are handled on a case-by-case basis.
- The default option for payment is to use Scout Account funds. If Scouts bring other payments (cash or check), those will be credited in Scoutbook.
- Scout Account balances will be carried over year-to-year for Scouts who remain in the Troop; we encourage Scouts to spend their Scout Account in the Scouting year the funds were earned.
- If Scouts or registered adults accrue a large credit based on payments made on behalf of the Troop, they may request a withdrawal by check from the Troop Treasurer.
- In certain instances, the Treasurer will disburse Scout Account funds outside of the Troop, by check or debit, on behalf of the Scout to the organization or business. For example, if a Scout wishes to attend another summer camp using his Scout Account funds, the Treasurer will write a check, or pay by debit, to the summer camp. Families must make these requests directly to the Troop Treasurer for consideration.
- Except in special circumstances, checks will not be written out payable to a youth.
- Fundraised monies are always “first out” for any charges.
- Fundraised monies may also be applied toward the costs of an Eagle Scout Court of Honor ceremony. The Scout will provide receipts to the Treasurer for reimbursement by check or other means.
- At the end of the Scout’s tenure in the Troop, at the request of the Scout, remaining fundraised money in his account may be transferred to another Scout’s account, redirected to another budget line in the Troop (e.g. equipment) or deposited in the central Troop fund and used at the Committee’s discretion.
- If the departing Scout does not instruct the Treasurer on the disposition of his account within 90 days after either leaving the Troop or after his 18th birthday, the Scout Account will be considered abandoned and the money will revert to the Troop central fund for use at the Committee’s discretion.
- Adults who are registered in the Troop may use their own Scouter Account for transactions, or may transfer funds and credits to their Scouts who are in the Troop.

Other Fiscal Policies

- Each trip or event will have a designated Adult Planner. The Adult Planner will be expected to cover the cost of fees for the trip until the Adult Planner completes a final accounting report at the conclusion of the trip and provides it to the Troop Treasurer for review. If an expense is large, and the Adult Planner does not wish to cover the cost until reimbursed, please consult with the Troop Treasurer to have an expense paid directly by the Troop with check or debit.
- Scouts or adults shopping for food or paying any other costs on behalf of the Troop will provide the receipts to the Adult Planner within three days of the trip’s end to obtain a credit in Scoutbook.

- On trips outside of 50 miles, in addition to food, camping, and event fees, Scouts will be assessed a per capita transport fee based on actual costs for all required drivers on the trip.
- For each event, the Troop reimburses drivers for gas and tolls incurred as follows:
 - Drivers who tow a Troop trailer will be reimbursed for every trip.
 - Drivers will be reimbursed for transporting Scouts only on round-trips over 50 miles.
 - Drivers should start the trip with a full tank and refuel immediately upon return, providing the receipt to the Adult Planner. Toll records may also be requested by the Adult Planner.
 - Drivers will also pay their “fair share” of the transport cost if they are participating in the event.
- Troop dues are set each year by the Troop Committee through the budgeting process. The Committee also decides the amount of the sibling discount at that time.
- A limited number of “Camperships” (up to 50% of Summer Camp tuition) are available each year at the discretion of the Key 3. If Summer Camp tuition poses an economic hardship on your family, please speak privately with the Assistant Scoutmaster assigned to your Scout’s Patrol to request a campership for your Scout. Campership availability will be noted in Troop communications about Summer Camp.
- Unused Campership funds will be used as prescribed by the Troop Committee.
- Adult Planners must work with the Youth Planner to submit a final accounting report for the trip to the Troop Treasurer within two weeks of returning from the event. A template spreadsheet is available on the Troop Shared Drive with access upon request from the Troop Treasurer.

Uniforms

Scouts wear two types of uniforms: the field uniform (aka “Class A”), worn for formal meetings and during travel to and from Scouting events, and the activity uniform (aka “Class B”), which is less formal. The PLC will set the uniform requirements for each event. Check the Scoutbook Troop calendar event details for more information.

You may purchase uniforms online at [Scout Shop](#) or at the local Scout Store at Washington Crossing Council Service Center

1 Scout Way
Doylestown, PA 18901

For store hours, visit the [Washington Crossing Council Website](#).

Here is a [Scouts BSA Uniform Inspection Sheet](#) checklist for proper uniform wear, including insignia placement:



A field uniform consists of:

- Official BSA Scout shirt with insignia (most prefer short sleeve)
- Unit numerals “71” (one set provided by Troop)
- Boy Scout Handbook (one provided by Troop)
- Troop 71 neckerchief and slide (one set provided by Troop)
- Green Shoulder Loops (one set provided by Troop)
- Official BSA olive green pants/shorts, socks, and belt
- BSA hat (optional)
- Sneakers or hiking boots (no sandals or open-toed shoes)

An activity uniform consists of:

- Troop 71 T-shirt (one provided by Troop)
- Official BSA olive green pants/shorts
- BSA socks
- BSA belt
- BSA hat (optional)
- Sneakers or hiking boots (no sandals or open-toed shoes)

Rank Advancement

Scouts are responsible for managing their own advancement. All advancement is tracked and recorded electronically in Scoutbook, and backed up in the Scout’s Handbook. Scouts should regularly check their Scoutbook Advancement in Scoutbook against their Scout Handbook record and report any discrepancies to the Committee Member handling Advancement.

Scouts advance through seven ranks to achieve Eagle Scout, the highest rank a Scout can earn. Advancement through the early ranks depends on learning a variety of skills and knowledge about Scouting. Later rank advancements depend on earning merit badges, fulfilling community service, and holding leadership positions in the Troop. The Troop provides assistance by occasionally arranging merit badge classes, arranging for service projects, and regularly transferring leadership positions in the Troop. The Troop also provides Scout training and activities for the younger Scouts so that they can advance through the early ranks.



Each rank advancement requires a Scoutmaster Conference and a Board of Review (BOR). The Scoutmaster Conference is a 10 to 15 minute meeting between the Scout and the Scoutmaster. The Board of Review is a 15 to 45 minute meeting with the Committee Members or other parents to evaluate the quality of the Scout’s experience, to survey the Troop environment, and to assess how the adult leaders are providing the Scouting program to our Scouts. We generally hold BORs during the weekly Scout meeting in a separate room. Scouts should wear their field uniform for BORs.

The Troop usually holds a Court of Honor three times per year. This is a special program to honor the recent accomplishments and advancements of our Scouts. Families should plan on attending each Court of Honor.

Merit Badges

Merit badges are special interest areas which Scouts may explore in-depth. There are currently 138 merit badges to choose from, and the list changes regularly. To achieve the rank of Eagle Scout, a Scout must earn 21 merit badges, 14 of which must be from a list of required badges set by the Boy Scouts of America.



Scouts earn merit badges under the guidance of a Merit Badge Counselor. Many Troop parents are counselors. When a Scout finds a merit badge he is interested in earning, he must ask a unit leader for a signed paper or electronic (in Scoutbook) “blue card”. Unit leaders have access to a list of all registered Merit Badge Counselors in the area, and will recommend one to the Scout at that time. Scouts must not meet with a Merit Badge Counselor before obtaining a unit leader signature on a blue card.

While merit badges are meant to be chosen and worked on by individual Scouts, for many popular (and required) badges, the Troop offers merit badge opportunities (e.g.; special outings and meetings outside of regular Troop meetings). Scouts can also take many badge classes at summer camp.

After completing the first requirement for a merit badge, the Scout has what is called a “partial.” He carries that partial with him, in the form of a paper “blue card”, or by electronic tracking in Scoutbook, until he has completed all of the requirements. A Scout has until his 18th birthday to complete any merit badges started. Scouts must keep a physical copy of the counselor- and unit leader-signed Applicant’s Record portion of the blue card for all merit badges completed. This is the Scout’s permanent record of proof for merit badge completion.

Parent Involvement

Your support is crucial to your Scout’s success and our success as a Troop. Adults participate as Troop leaders, Troop Committee Members, Merit Badge Counselors, drivers, participants in activities, members of a Board of Review, and many other roles. Registration in BSA is free to become a Merit Badge Counselor.

Parents should not consider Troop 71 a “drop off” only activity. At a minimum, all parents must maintain accurate contact information in Scoutbook, and read and respond appropriately to all communication from the Troop. Parents should attend the closing ceremony on Monday nights in order to gain a sense of what is happening in the Troop. Parents should plan to attend any Troop Committee meetings. Parents must be available to sit on Boards of Review as arranged by the Troop Advancement Chair. Any adult dropping off a Scout must ensure that the minimum required two registered adults are present before departing.

All adults participating in Troop outings or providing adult supervision must complete the BSA’s Youth Protection Training (YPT) and provide a YPT certificate and copies of the background checks required by Pennsylvania law. Adults must also have a current BSA Annual Health and Medical History to participate in any activities. The Troop Committee will designate an appropriate Committee Member to keep all adult paperwork on file.

All adults staying overnight in connection with a Scouting activity must be currently registered in an adult fee required position. The Troop financially supports any training required for parents to participate with the Troop.

All adults involved in Troop activities will comply with the [Scouter Code of Conduct](#).

Health and Safety

One adult leader will be designated as the adult supervisor for each trip. This is usually the Scoutmaster or an Assistant Scoutmaster. The adult supervisor assumes responsibility for the health and safety of your Scout and for the safe conduct of the activity according to BSA policies and procedures. The adult leader of the activity has

the final say in whether anyone (adult or youth) may continue participating in an activity for health and safety reasons, or whether the activity continues due to hazards.

All Scouts must bring a parent-signed permission slip to every event, other than meetings. Youth Planners will collect these records for the Troop, and give them to the Adult Planner for safekeeping.

Activities

The Troop usually schedules an overnight camping trip and at least one day-only activity each month. Day-only activities include trips, training, service projects, merit badge sessions, etc. The Troop attends a one-week camp each summer at a Boy Scout camp chosen by the PLC. In addition, the Troop often offers a high adventure camping experience in the summer for older Scouts.

Two Feet In

Scouts attending campouts must plan to attend the entire campout. If another obligation or activity will interfere, the Scout should not try to do both. Either come for the entire weekend and have two feet in Scouting OR do not come, and have two feet in your other activity.

Summer Camp

Scouts should attend summer camp to build bonds with other Troop members, work on Scout skills or merit badges, and learn to live and work outdoors for an extended period of time. For many Scouts, attending Scout camp is the highlight of their summer.

Community Service

Community service is an important part of Scouting, and is required for rank advancement. We regularly schedule service projects to provide opportunities for our Scouts. One example is a Troop-wide service project to clean up road litter, which we have performed twice each year for the past decade.

Eagle Scout Service Projects

All Eagle Scout candidates must complete an Eagle Scout Service Project. These community service projects provide a variety of opportunities for younger Scouts to earn service hours while helping their fellow Scouts. Eagle Scout projects must follow a specific planning and approval process mandated by BSA. To assist the Scout, the Troop has a mentoring program, in which each Eagle Scout Candidate selects an adult mentor to guide planning and executing the project.

Troop 71 Code of Conduct

Scouting activities are fun, memorable experiences. Troop leaders want Scouts to enjoy themselves and grow individually and as a Troop. During all activities, Scouts must behave appropriately, and in accordance with the Scout Oath and Scout Law. Not only does inappropriate and disruptive behavior ruin Scouting for others, it can be dangerous. Members of Troop 71 do not tolerate such behavior.

The consequences of misbehavior will vary depending upon the severity of the action and the Scout's circumstances. The PLC may address behavior under the guidance and approval of the Scoutmaster. Consequences may include verbal or written warnings to the Scout, excluding a Scout from an activity, parent conferences, sending a Scout home from an activity, or exclusion from future activities until leaders regain trust in the Scout. The Scoutmaster or adult leader of each activity will be ultimately responsible for managing any breach of acceptable conduct. Scoutmasters may refer conduct to the Troop Committee for advice and action.

If a Scout negligently damages Troop or personal property, the Scout will pay for repairs or replacement. The PLC may recommend, and the Troop Committee may direct using Scout Account monies for damages.

All Scouts and their parents will sign the current Troop 71 Code of Conduct Agreement and Handbook Receipt before a Scout participates in Troop outings.

Final Word

This Troop 71 Handbook is meant to be a helpful resource for Scouts and families, but it does not cover all aspects of the Boy Scouts of America program. If a Scout has questions, he should ask his Patrol Leader. If a parent has questions, please ask any of the uniformed leaders, and we will find an answer.

Troop 71 Code of Conduct Agreement and Troop Handbook Receipt

Scout's Name _____

I will behave appropriately during all Scout activities, living the Oath and Law, and demonstrating Scout Spirit at all times. I understand that misbehavior and inappropriate activities will not be tolerated.

I understand there will be consequences if my behavior is not acceptable. I understand consequences can and will include warnings, sitting out during an activity, parent conferences, having a parent take me home from an activity, or exclusion from future activities until I earn trust in my behavior again, and demonstrate to my Scout youth and adult leadership that I can be trusted.

Signature of Scout

Date

I have reviewed the Troop Handbook, January 2023 Revision, and discussed behavior expectations and consequences with my Scout. Furthermore, I understand I must make arrangements to pick up my Scout from an activity if necessary, even if the activity is out of town.

Signature of Parent or Guardian

Date

Signature of Scoutmaster

Date

Scoutmaster will return this signed agreement to the appropriate Committee Member for tracking.

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