



# Boy Scout Troop 266 Olympia, Washington

## Potential Boy Scout Information Packet

**KEY CONTACTS:**

Committee Chair: Dave Devine, (360) 470-8975

Scout Master: Mike Coleman, (206) 890-9359

Membership: Kandice Coleman, (206) 618-2274

Website: <http://www.olympiatroop266.org/index.php>

Facebook: <https://www.facebook.com/olympiatroop266/>



## TROOP 266 WELCOME

- 1) Welcome to Troop 266. We hope that your family's scouting experience with our troop is rewarding. To assist your family's transition into our Troop, we offer the following information. Additional information is available in our policy guide on the troop website and on our facebook page: <http://www.olympiatroop266.org/> and <https://www.facebook.com/olympiatroop266/>
- 2) Meetings. Troop meetings are Tuesday from 7:00 – 8:30 PM at the Lutheran Church of the Good Shepherd except the first Tuesday of each month which is for leadership only.
- 3) Uniforms.
  - a) During the school year, the uniform requirement for the troop is a Scout Shirt with appropriate patches and a neckerchief. The troop provides neckerchiefs and slides to Scouts. Troop numbers are available for purchase.
  - b) During summer vacation, the uniform requirement is a troop t-shirt. T-shirt sales occur once a year and we try to keep some extras on hand for purchase.
- 4) Troop Communication. Email is the preferred method of communication by our troop. The troop sends out frequent email correspondence.
- 5) Calendar. Troop 266 strives to maintain an active schedule with at least one troop-level activity offered each month. Please check the troop calendar available on the troop web site.
- 6) Troop dues for Scouts are \$70.00 per year, consisting of a \$24.00 registration fee, a \$16.00 Friends of Scouting donation, and \$40.00 to pay troop expenses. Dues are payable each November for the following year. Registered Cub Scouts crossing over to Boy Scouts in the spring pay \$21.00 dues that covers their joining year. Annual dues are prorated for part-year-membership from the month of joining or to the month of attaining the Scout's eighteenth birthdate.
- 7) Adult Registration is encouraged for any adult who wishes to provide visible leadership. Registration is required to be able to lead boys on outings. Registration fee is \$40.00 per year (consisting of a \$24.00 registration fee and \$16.00 Friends of Scouting donation). *The registration fee of \$24.00 is covered by the troop for all registered leaders.* New leader mid-year registration is prorated. Adults who are registered in another troop or Cub Scout pack can become dual registered at no cost.
  - a) The saying that "It takes a village to raise a child" is also true in scouting; the troop needs lots of help to ensure a safe and fun program for our scouts. To that end, the Troop requires a Scout's parent or guardian to assist with the operation of the troop. This can include, but is not limited to: filling a committee position, being an assistant scout master, registering as a merit badge counselor, being in charge of an outdoor activity, summer camp coordinator, and various fundraising activities. This requirement can be waived on a year-by-year basis by the troop committee based on unique circumstances.

More details regarding this subject are available in the troop policy guide (available on our website) and the committee will be happy to answer any questions.

- 8) Annual Health and Medical Record (Scouts and Adults)  
[http://www.scouting.org/filestore/HealthSafety/pdf/680-001\\_ABC.pdf](http://www.scouting.org/filestore/HealthSafety/pdf/680-001_ABC.pdf)
  - a) Parts A & B (completed by parent/guardian) must be on file with the troop prior to participating in scouting activities. Fill out both parts immediately upon joining the troop. Forms are updated annually during recharter.
  - b) Annual Health and Medical Record, Part C, Pre-Participation Physical must be on file with the troop for each Scout and adult prior to participating in any resident camp, high adventure, or activity exceeding 72 hours. The Part C Physical must be completed by a physician, nurse practitioner, or physician's assistant.
- 9) Summer camp is an essential part of the first year activities for new scouts. Every effort should be made to fit this one week time period into the family calendar. Down payments for summer camp are due in February/March with the remainder due as announced. The fee for summer camp is usually about \$350. There may be limited adult spaces available at camp. See the summer camp coordinator if you are interested in attending.
- 10) Fund Raising.
  - a) Popcorn. In the fall, the troop participates in the BSA Popcorn sale; profits from this event are deposited in the Scout's "Scout Account" maintained by the troop treasurer. Scout Accounts can be used to help pay for summer camp and other scouting expenses.
  - b) Christmas Wreath Sales. In the late fall the troop conducts a Christmas wreath sale that provides financing for the troop, with prizes to the highest selling scouts. 100% participation and minimum sales amount are required however; a no-sale donation option is offered for those that prefer.
- 11) Scholarships are available for scouts who need financial assistance to participate in scouting activities such as summer camp. All requests are kept confidential. Any family desiring information on a scholarship should contact the Committee Chairperson.

## SCOUT ADVANCEMENT

- 1) ***SCOUT / TENDERFOOT / SECOND CLASS / FIRST CLASS:*** Each Scout must take the responsibility to let an adult leader know when he is ready to demonstrate a skill toward rank advancement. He will then demonstrate to the leader, or a scout designated by that leader, his ability at the skill. The leader or designated Scout then signs and dates the appropriate entry in the scout's Boy Scout Handbook indicating completion of that skill. Unlike Cub Scouts, a parent cannot sign-off on advancement. The New Scout program offered by the troop beginning in March structures training of advancement skills as a part of weekly meetings, campouts, and hikes.
- 2) ***STAR / LIFE / EAGLE:*** Advancement beyond First Class requires completion of merit badges, service, and serving in a position of leadership.

- 3) **ADVANCEMENT SCOUT - LIFE** To advance to the next rank, *the Scout* must follow the steps below. Failure to complete any of the following in order could delay advancement.
- a) **Requirements:** Before beginning the process of advancement, all requirements for the next rank must be completed and documented in the Boy Scout Handbook except Scout Spirit, the Scoutmaster Conference, and Board of Review. The Scout prints and completes the Scout Spirit Worksheet and the Advancement Worksheet for the rank he is applying for; forms are available on the troop website under “Documents/Scout Forms and Permits.”
  - b) **Patrol Advisor:** Verifies completion of the worksheets, signs Scout Spirit requirement in the Boy Scout Handbook, and signs the Rank Worksheet.
  - c) **Advancements Chairperson:** Verifies completion of requirements and signs the worksheet.
  - d) **Scoutmaster Conference:** The Scoutmaster conference allows the Scoutmaster to review:
    - i) The Scout’s growth in his understanding of Scouting’s ideals
    - ii) How the Scout applies these ideals in his daily life and in the troop
    - iii) The requirements of the Scout’s next rank so that he can be properly encouraged
    - iv) The conference will ideally be completed at least two weeks prior to the Board of Review. The scout must personally contact the Scoutmaster to schedule the conference. The conference is usually conducted during, immediately prior to, or after a troop meeting. The Scoutmaster will sign and date the Scoutmaster Conference requirement in the Boy Scout Handbook and will sign the Rank Worksheet to indicate that the scout is ready for a Board of Review.
  - e) **Board of Review (BOR)** (not required for Scout Rank): The BOR is how the troop committee tracks the progress of a Scout to determine his understanding of the ideals of Scouting and how he applies them in daily life in the troop, and to ensure a safe environment is maintained for Scouts and Scouters. The board will satisfy itself that the Scout is ready to advance and will review the requirements for the next rank. The BOR is an attempt to determine the Scout's attitude and his acceptance of Scouting's ideals, in and out of the troop.
    - i) Usually conducted on the first Tuesday of each month beginning at 7pm as well as during summer camp. The scout must request a BOR by speaking to the BOR chairperson, Mrs. Kandice Coleman (206) 618-2274, as soon as the Scout Master Conference is completed. The BOR chairperson will notify the Scout of the time he is scheduled to appear before the board. Appearances before the board are scheduled at one-half hour intervals.
    - ii) **Appear before the Board of Review:** The scout is to wear his Class-A scout uniform when appearing before the BOR. Scout must bring with him his Boy Scout Handbook, Rank Worksheet, and Scout Spirit Worksheet. Upon the successful completion of the BOR a member of the board will sign the Boy Scout Handbook and the Rank Worksheet.

- iii) **Documentation of the Board of Review Results:** Immediately following the BOR the Scout must present his Boy Scout Handbook and Rank Worksheet to the Advancement Chairperson who will record the completion of the requirements and rank advancement.
- 4) **PRESENTATION OF ADVANCEMENT RANK:** Troop 266 immediately recognizes advancement to ranks up to Life by presenting the rank patch to the scout at a troop meeting as soon as possible after the BOR. The scout is recognized again formally at the next Court of Honor. Courts of Honor are generally held in January, May and September.
- 5) **MERIT BADGES:** Merit badges provide opportunities to learn skills, introduce scouts to potential lifetime hobbies, and offer insight into possible careers. Completing merit badges provide Scouts the confidence achieved through overcoming obstacles, improves social skills, and develops self-reliance. Merit badge pamphlets are available at the Boy Scout Service Center; some are available for loan from the troop library. New scouts usually earn their first merit badges at summer camp.
  - a) **Scout Procedures:**
    - i) Get name of merit badge counselor from advancement chairperson and get blue card.
    - ii) Confirm that counselor is available and willing to teach
    - iii) Get blue card signed by Scoutmaster prior to starting the merit badge
    - iv) Meet with counselor (with at least one other scout present)
    - v) Complete requirements of the merit badge and gain counselor's approval
    - vi) Once complete, turn the blue card into the advancements chairperson for processing.
- 6) **Merit Badge Counselor.** All adult can, and are encouraged to, register to be a merit badge counselor. Merit badge counselors may counsel their own son/ward on a merit badge only if at least one other scout, not related to the counselor, is completing the merit badge.

Merit badge counselors must complete an adult registration form, submit a Merit Badge Counselor Application available to the Troop Membership Chairperson, complete Youth Protection Training (mandatory) and Merit Badge Counselor Training. Applications are available on the District web site

<https://static1.squarespace.com/static/56e336467da24f27960d22c8/t/572b9a6562cd94aa4f005817/1462475370864/Merit+Badge+Counselor+Application.pdf>

## **ADULT REGISTRATION-TRAINING**

- 1) Adults are welcome and encouraged to become registered leaders with the Boy Scouts of America. Registered Adults are required as tour leaders any time that an activity requires travel away from the troop's normal meeting site. Uniformed and trained adults are also an important part of offering a quality program for the boys. BSA and troop policy requires every registered adult to have completed certain minimum training, either before submitting a registration application or within a defined period after registration.

- 2) There are four positions available in which to be registered: **Scoutmaster, Assistant Scoutmaster, Member, and Merit Badge Counselor. Committee Member** is the default position for all new adult registrations, but does not require participation at committee meetings (although you are welcome to attend). **Assistant Scoutmaster** is a uniformed leader position that provides visible leadership during troop and patrol meetings, and troop outings. Online, classroom and overnight outdoor training are required. **Committee Members** can convert to **Assistant Scoutmasters** once they have completed the classroom training and complete the overnight Introduction to Outdoor Leaders Skills.
- 3) The steps to become registered are as follows:
  - a) Complete Adult Application Form (See membership chairperson).
  - b) Complete Online Training: Log into [www.MyScouting.org](http://www.MyScouting.org) and create an account. Complete the **Youth Protection Training** course from the Boy Scout list of courses, printing out the completion certificate upon completion. The course should take about 40 minutes. This course must be retaken every two years while registered.
  - c) Submit Application: Submit the completed application form along with the Youth Protection Training completion certificate and Friends of Scouting donation to the Membership Chairperson.
- 4) Registered Leader Training: (items marked with an \* are available on line)
  - a) Scoutmaster/Assistant Scoutmaster (SM/ASM): \*Y01 Youth Protection Training (biennial), \*WA01 This is Scouting (one-time), \*WSFS Fast Start Orientation Training (one-time), S11 Intro to Outdoor Leadership Skills (outdoor weekend, one-time), and S24 Scoutmaster Specific Training (one-time).
  - b) Troop Committee (MC): \*Y01 Youth Protection Training (biennial) and \*WS10 Troop Committee Challenge (one-time)
  - c) Merit Badge Counselor: \*Y01 Youth Protection Training (biennial) and Merit Badge Counselor Training (one-time).
- 5) Additional Adult Training (biennial unless otherwise noted):
  - a) \*WS81 Weather Hazards at least one registered adult must have this training on outdoor activities.
  - b) \*SSD Safe Swim Defense and \*SA Safety Afloat must be completed before any registered adult can lead an event in/on water.
  - c) \*WA01 This is Scouting and \*WSFS Boy Scout Leader Fast Start are supplemental online courses that explain the Boy Scout program.
  - d) \*WS 74 Climb on Safely at least one registered adult requires this training for activities involving climbing however, there must also be a minimum of two qualified instructors who are current in the various instructor required courses.
  - e) CPR at least one registered adult must have this training for outdoor activities.
  - f) WS 76 Trek Safely at least one registered adult requires this training for outdoor treks.

## 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 ways you can enjoy using your talents to help our Scouts. Your cooperation is greatly appreciated.

Welcome to the Scout family of Troop No. 266 in the Pacific Harbors Council.

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

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

(Please print.)

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

**Phone** \_\_\_\_\_

**Email** \_\_\_\_\_

**Street address** \_\_\_\_\_

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

**Home phone** \_\_\_\_\_ **Cell phone** \_\_\_\_\_

**Occupation** \_\_\_\_\_

What is your favorite hobby? \_\_\_\_\_

In what sports do you take an active part? \_\_\_\_\_

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

<input type="checkbox"/> Campouts	<input type="checkbox"/> Troop Committee	<input type="checkbox"/> I have a workshop
<input type="checkbox"/> Hiking	<input type="checkbox"/> Assistant Scout Master	<input type="checkbox"/> I have access to camping property
<input type="checkbox"/> Outdoor Activities	<input type="checkbox"/> Transportation of Scouts and/or equipment	<input type="checkbox"/> I have family camping gear
<input type="checkbox"/> Troop Meetings	<input type="checkbox"/> Merit Badge Counselor	<input type="checkbox"/> I can assist in Boards of Review
<input type="checkbox"/> Swimming Supervision	<input type="checkbox"/> Fundraising	<input type="checkbox"/> Other _____

7) Please list any other talents, hobbies, interest, or experience that could be beneficial to the troop:

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