

2009 BOY SCOUT TROOP 910 POLICIES

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BOY SCOUT TROOP 910 POLICIES

The History of Boy Scout Troop 910

Boy Scout Troop 910 was first chartered by East 91st Street Christian Church in April 1996. Although other Scout units have used the church facilities in years past, Troop 910 is the first Scout troop chartered by East 91st Street Christian Church. Troop 910's existence is largely due to the efforts of Eagle Scout Dr. Tom Alley, who was instrumental in obtaining the approval of the church elders for the church to sponsor a Boy Scout troop. As part of its consent, the elder council stipulated that the Chartered Organization Representative, the Troop Committee Chairman, and the Scoutmaster positions must always be filled by members in good standing from East 91st Street Christian Church. In addition, the church views Troop 910 as a Community Outreach ministry. Troop 910 publicly proclaims that it is a Christian-based unit that believes that Jesus Christ is our Lord and Savior and fosters group prayer at meetings as part of our Duty to God. The core administrative Troop 910 adult leaders through out the years are listed below.

Chartered organization Representative:

Dr. Tom Alley	April, 1996	to	August, 2008
Mr. Pete Just	August, 2008	to	present

Committee Chairmen:

Mr. Bill Reisa	April, 1996	to	March, 1997
Mr. Keith Grindstaff	March, 1997	to	January, 1999
Dr. Carol Bick	January, 1999	to	present

Scoutmasters:

Mr. Bob Meador	April, 1996	to	December, 1998
Mr. Dave Huffman	December, 1998	to	December, 1999
Mr. Rich Wasson	December, 1999	to	June, 2006
Mr. Steve Russo	June, 2006	to	present

Communication

The troop assumes that every family has access to internet email and reads their email at least weekly. Permission slips and other troop information will be sent to families via email messages and as electronic file attachments. The troop maintains a website: www.troop910.com where much of the information is posted in a timely fashion. IF a family does not have access to email, or has a computer/server failure, it is their responsibility to notify the Troop Committee Chair so that another mode of communication can be arranged for their family. Please promptly send a notice of an email or mailing address change to the Committee Chair so that the database can be updated.

The Patrol Method

Every Boy Scout Troop is composed of Patrols, which is a grouping of boys who work together as a team. Each patrol has its own name, its own sense of identity, and is given time during troop meetings to meet as an individual group.

Each patrol has its own leader, called a Patrol Leader. The Scouts in each patrol elect the patrol leader every 6 months. Except for Webelos dens who have just formed a new Scout patrol within the past year, the patrol leader must have attained the rank of Second Class and have been a member of the troop for a minimum of 6 months. The patrol leader appoints the other service positions in the patrol.

Every Patrol must be given opportunities to function as a group to prepare and clean up the meeting area, run games, give demonstrations, camp, cook, hike, and compete.

The Senior Patrol Leader must have attained the rank of First Class, have been a member of Troop 910 for a minimum of 6 months, and have attended a National Junior Leader Training Course known locally as White Stag. Both Senior Patrol Leader and Patrol Leaders may hold their positions for two, consecutive 6-month terms before someone else must serve in that position. The Assistant Senior Patrol Leader must have attained the rank of First Class and have been in the troop a minimum of 6 months. Summer camp attendance is mandatory for the Senior Patrol Leader except when the Troop Committee approves an exemption for special circumstances.

Switching Patrols Policy

If a youth wishes to switch patrols, the change must be acceptable to the adult leaders and the appropriate youth leadership, including the patrol leader and the assistant patrol leader of the patrol that the youth wishes to join.

The Patrol Leaders Council (PLC)

The Patrol Leaders Council (PLC) consists of the Patrol Leaders (or their assistants in case of their absence) and the Senior Patrol Leader (SPL), the Assistant Senior Patrol Leader, Troop Guides, and the Scribe. The council meets one Tuesday evening each month (usually the first Tuesday) to plan the upcoming monthly Troop Program. The Scoutmaster and Assistant Scoutmasters are expected to attend and to provide guidance, but are not to run the meeting. Other adults may attend and offer guidance to the PLC, but should mainly serve as observers.

Each Patrol Leader is to represent his patrol at the council meeting and has the responsibility to communicate back to his patrol the plans and decisions that the council makes. The Scoutmaster and the SPL plan the agenda. In planning the agenda, the Troop Calendar is reviewed. The Troop Scribe, or SPL designee, should record the proceedings of the meeting.

The Venture Patrol

Troop 910 Scouts with the rank of First Class or higher and are at least 13 years old, and with the approval of the Scoutmaster and the Venture Patrol advisor, may be a member of the Venture Patrol in addition to their traditional patrol. 13-year old members of the Venture Patrol will be on probation until their 14th birthday. The purpose of the Venture Patrol will be to organize challenging activities for older Scouts, including high adventure and service opportunities.

Personal Equipment

Camping Items:

Small duffel/sports bag for non-hiking campouts

Sleeping Bag (recommend rating of 0°F)

Foam sleeping mat for cold-weather camping (ex. self-inflatable closed-cell foam)

Camping Pillow (recommend compressible, or inflatable pillow)

For Summer Camp only: Plastic tub with snap-locking lid (approximately 20 gal)

Cot with rounded legs for warm weather camping and Summer Camp

Backpack for hiking campouts

Clothes:

Official Scout Uniform ("Class A"; zipoffs or shorts summer & long pants winter)

Outdoor activity clothes (may be camouflage)

Poncho or raincoat

Hiking boots

Hiking socks (synthetic, not cotton and > 2 pairs, if gone more than 1 night)

Change of underwear (more, if gone more than 1 night)

Sweater or heavy sweatshirt (early spring, late fall/winter)

Thermal underwear (polyester recommended)

Hat and gloves for cold weather

Toilet Bag:

Toothbrush in container

Toothpaste

Comb

Partial roll of toilet paper in Ziploc bag

Collapsible cup/metal mirror (optional items)

Soap in container

Washcloth/Towel (swimmer's towel) depending on campout

Other Equipment:

Boy Scout handbook

Scout knife (must have earned Totem Chip card to use without supervision)

2 flashlights (or one flashlight with spare batteries)

1 qt. plastic water bottle

Compass

Whistle for emergencies

Insect repellent (non-aerosol)

Troop Equipment Use Policies

1. All troop equipment must be checked out through the Quartermaster, Scoutmaster, or Committee Chair.
2. Troop equipment must be returned in the same condition or better than it was received.
3. All troop equipment must be returned upon completion of the activity, at the next Troop Meeting, or **as soon as possible thereafter. Habitual late returners may have their privilege of using Troop equipment suspended.**
4. Any Scout, or Scout Leader who unduly damages troop equipment will be accountable for replacing the damaged equipment.
5. The Quartermaster with the help of adult leaders should inventory all troop equipment yearly, preferably during the summer months. This is to check for missing items and to check for damaged equipment.
6. Adult Troop Leaders may borrow troop equipment (except tents) for use at a non-Troop 910 Scouting activity providing that they themselves are present to supervise its usage. Equipment must be checked out prior to the activity in accordance with policy item #1 listed above.

Troop Activity Guidelines

The principles of the Scout Oath and Law are the guiding principles of the Troop 910 program. For the health, safety, and protection of all Scouts and leaders attending troop activities the Troop Committee has established the following rules.

1. As specified by the elders of E91st as part of our annual rechartering conditions, a church member adult leader must be present on all Troop 910 activities, including high adventure activities.
2. The Troop Executive Committee retains the right to review Venture patrol/crew preparation and readiness prior to high adventure departures and cancel the activity if deficiencies are deemed unacceptable to the point of affecting the spiritual and physical health and safety of the group.
3. Participation in an overnight outing or campout requires that the designated permission slip, signed by a custodial parent or legal guardian, be submitted to the Troop prior to the outing. In addition, a completed Part A and Part C medical history form and a copy of the front and back of the participant's insurance card must be on file with the Troop. Parents are expected to disclose all known medical conditions, drug prescriptions and over the counter medication for their son. The medical forms are treated in a confidential manner and remain in a locked file cabinet when not in use on an outing or campout. The medical history form must be completed on a yearly basis. Adult leader participants must also have a current medical history form and insurance copy on file with the Troop.
4. For long-term camping, including summer camp, a completed Part B medical form, which requires a medical examination by a certified health provider, must be on file with the Troop for all participants. The Part B medical form for must be updated annually for all long-term camping activities.
5. Any Scout or adult leader, who is or appears to be sick beyond the first aid capabilities of the adult leaders, will either be taken to the nearest emergency treatment facility or arrangements will be made to be taken home.
6. If a Scout is to leave a troop activity early, the parent MUST notify an appropriate troop leader (not just another adult) that the youth is leaving. At summer camp, the youth must also be signed out in the camp office.
7. Due to the high cost of gasoline and the need to compensate our drivers for their extra cost in transporting our Scouts, a transportation fee will be added to the cost of outings for destinations that are outside the greater Indianapolis area. For areas outside the Indianapolis area, but less than 90 miles from E91st, the fee will be \$5. For distances greater than 90 miles, the fee will be \$10. The fee is applicable to Scouts who do not have an adult leader parent driving for the outing. An adult leader who is not driving for the outing also pays the transportation fee. The driver of the vehicle that tows the troop trailer will

be reimbursed for their gas cost according to the current cost of gasoline and the mileage driven. Once the driver who tows the trailer is paid, the balance of the collective transportation fee for the outing will be distributed among the other drivers to help cover their gas costs. If the trailer is not towed for an outing, all collected transportation fees for that outing will be distributed to the drivers.

8. Scouts are not to use electronic entertainment/communication devices in troop meetings or on outings unless specific approval for their use is given in advance for that activity.
9. Sports equipment and other non-electronic entertainment items (including playing cards) may be brought on an outing, but permission from the Scoutmaster, or other designated adult leader is required each time before they are put into play.
Under no circumstances should betting be part of a card game.
10. Fireworks are prohibited.
11. Tobacco use by youth under 18 is not permitted at any Scout function. Adults may smoke only in designated areas that are out of sight from youth participants.
12. Alcoholic beverages and illegal drugs are not permitted at any troop function. Possession or use of them on an outing will be cause for dismissal from the outing. This will be considered a serious offense. Adults should not consume alcoholic beverages before attending a Troop function.

Camping-Specific Guidelines

1. A pocketknife works well for the type of knife work done in Scouting. The pocketknife should have a blade no longer than 3.5 inches long. Scouts must obtain their Totem Chip card before they can use their knife without supervision on a troop activity. Sheath knives are only appropriate for certain activities, such as cleaning fish and should only be brought on such outings. An adult leader should be notified of the sheath knife in advance of departing on the campout. Inappropriate knife use should immediately be reported to an adult leader on the outing. The adult leader, at his or her discretion, may take the knife from the Scout. The knife will only be returned to the Scout's parent, who will be informed of the circumstances that lead to the knife's confiscation. At the discretion of the Scoutmaster, the Scout's Totem Chip card may be revoked after the incident. If the Totem Chip card is revoked, the Scout must earn a new card before he uses a knife on a subsequent outing.
2. Do not pitch tents near an open fire. Make sure tents are clean before repacking. Turn tents inside out and shake to remove dirt and debris. Refer to the Tent Instructions and Etiquette section of these guidelines for additional information.

3. Patrols should use their assigned equipment including water jug, stove, and patrol box.
4. Always extinguish cooking fires and campfires properly. Aerosol cans are prohibited on campouts for safety reasons.
5. Only an adult leader may connect propane in canisters or tanks to the appropriate appliance. Lighter fluid is not permitted on Scout outings. White gas is only used for backpacking stoves.
6. In accordance with a long-standing rule of no flames in tents, propane stoves and lanterns may only be used outside of tents. Only flashlights and electric lanterns are permitted in tents for lighting purposes.
7. All firearms are to be left at home. If there is ever a need for firearms or archery equipment for a troop campout, arrangements will be made by the Troop.
8. When taps sound or lights-out is signaled by a voice command, all Scouts will retire to their tents and proceed to go to sleep. After hours noise will not be tolerated. Remember that noise travels easily through tent walls. Any Scouts who are roaming around after taps or lights out, without reason, may be sent home.

Grubmaster Information and Helpful Hints

Acquiring the Food

1. Each outing is budgeted for food at a cost of \$3/meal. Usually, there is some money to purchase an in-between meal healthy snack for the patrol. The Grubmaster is expected to stay within his budget. If he exceeds his budget, the family is responsible for the overture. However, all unconsumed food from the outing will go home to the Grubmaster's family to consume at a later time. The troop does not need the receipt.
2. Purchase pancake mix in one of the plastic jugs where all you need to add is water and shake. Makes it easy to mix and simple to clean up.
3. Purchase turkey bacon and not pork bacon. The lack of grease reduces the chance of a camp stove fire and makes for easier clean up – AND is more healthy for you!
4. If buying sausage, purchase fully-cooked sausage links (the heat and serve kind). Again it makes for easy clean-up and eliminates camp stove grease fires.

5. If buying ingredients for a dutch oven pizza, purchase pre-made crust in a refrigerated tube (Pillsbury) or consider the room temperature Boboli Crust.
6. Oatmeal should be purchased as individual packets or consider the tubs where you just add water.
7. If you just need a little of an ingredient or a condiment (like ketchup), consider bringing it from your home rather than purchasing a whole new container.

Preparing the Food

1. If possible, precook hamburger meat if adding it to other ingredients (like Hamburger Helper, spaghetti sauce etc). Put the cooled cooked hamburger meat in a zipped plastic baggie and store in a cooler. This step eliminates the greasy mess on the campout and the need to strain the grease off the meat before adding it to the rest of the ingredients.
2. If serving celery or carrot sticks or other vegetables, consider washing, peeling and chopping them at home the night before the campout. Store in zipped plastic baggie.
3. The patrol box contains salt and pepper. If you require another seasoning, bring it from home. The patrol box also contains a bottle of cooking oil.
4. The troop does not provide coolers or ice packs. Please bring food that needs to remain cold in your own family cooler with ice/ice packs. If you don't own a cooler, arrange with a patrol member family for a loaner.

Leftover Food

1. Pack along a couple of disposable plastic containers for leftover food that is worth taking back home. Each patrol box contains a roll of aluminum foil, but for leftovers, the new disposable plastic containers work better for food storage. **NO** food should be stored in the patrol box until the next campout.
2. If you find that you did not use all of the money budgeted to you for purchasing the patrol food, use the balance to purchase paper towels for the troop to use on future outings. The typical patrol consumes about 1-2 rolls of paper towels/outing. Although the Troop provides paper towels and charcoal as part of our camping equipment, if you want to supplement our stock, we will gratefully accept additional charcoal or paper towels.
3. Each patrol box contains plates, bowls, cups, silverware, pots and cooking utensils, as well as clean-up supplies. One aim of campouts is to teach the Scouts how to cook and how to clean-up afterwards. We do not want to use disposable plates, cups, and silverware. Their use is not environmentally-friendly and the Scouts need to learn how to properly wash dishes. There may

be certain outings where we will want to use disposable plates, etc., but in those circumstances, the Grubmaster's family will be told in advance.

Tent Instructions and Etiquette

1. The Quartermaster or other designated youth Scout will sign out all troop tents in the equipment logbook. Each tent mate's name should be recorded in the logbook. National Policy dictates that a maximum of 2 people should be assigned to each tent for long-term camping.
2. Use a plastic ground cloth under your tent. The ground cloth should not extend out from beneath your tent.
3. Unhook the spanner section BEFORE you place the ends of it into the junction tubes at each end of the tent.
4. Normally, it takes 8 stakes to stake an Outfitter tent, hooking each tent fly s-ring to the bottom ring found at each tent corner. However, when inclement weather is expected, use the additional 4 stakes to stake each corner of the fly separate and out from the corner of the tent.
5. Unzip the door ALL the way before entering and exiting the tent.
6. Do not use sharp objects in the tent. Also, do not use ANY aerosols in the tents, as they will destroy the waterproofing of the tent material. Do not let personal items touch the sides of the tent. Use cots with rounded legs only.
7. When finished putting up your tent, put all the tent bag pieces together and store them in your tent.
8. When taking down your tent, do not put the ground cloth in the tent bag with the tent. Keep the ground cloth separate.
9. Make sure you have (4) leg sections, (1) spanner section, and 12 stakes in the tent pole bag when packing up the tent. The 12 stakes should first be put into a plastic Ziploc baggie before putting them in the tent pole bag. If the baggie is worn, please replace it with a new one from home or from the Quartermaster.
10. If your tent is damp or wet, you must take it home to dry it completely as soon as possible. You should return it at the NEXT troop meeting. Make sure the Quartermaster records in the logbook which tent mate is taking home the tent.
11. If the tent's ground cloth is damp or wet, you must take it home to clean and dry it as soon as possible. You should return it at the NEXT troop meeting. Make sure the Quartermaster records in the logbook which tent mate is taking home

the ground cloth. All ground cloths have been numbered to match their respective tents.

12. Unless campsite space is limited, Scouts may use their own tent on a campout. However, a maximum of 2 scouts will be allowed to sleep in the tent, regardless of its size.

Youth Participation and Behavior

The goal of following policies is to make Scouting experiences enjoyable for all Scouts and Adult leaders.

1. When the Scout Sign is up the Scout should discontinue any conversation, raise his hand in the Scout sign, and remain silent. Inappropriate language will not be tolerated. We are a Troop that shows respect for others. Use of the words, "shut up" and "stupid" and other derogatory words will not be tolerated.
2. Each Scout must own a complete official BSA uniform. The minimum official BSA uniform consists of the Scout tan uniform shirt with shoulder loops and with the appropriate patches for Troop 910 including Council Strip, 910 Numerals, World Crest, Scout Rank Patch, Patrol Patch, Leadership Position Patch, and Trained Patch, if applicable, Scout shorts or Scout pants (zipoff nylon pants satisfy both and come with their own belt), Scout belt (either green web, or official leather Scout belt) and green Scout socks. At a minimum, the BSA uniform shirt must be worn to all Troop meetings, unless otherwise designated. The entire official BSA uniform is required for a Board of Review, for a Court of Honor, the Indy 500 Parade, and for other designated activities, such as dinner at Camp Ransburg summer camp. A Scout should take pride in his uniform and should ensure that current insignia are appropriately displayed.
3. Each Scout should bring to the troop meeting a small notebook, pen, and his Scout handbook. No entertainment items are permitted unless part of an authorized activity.
4. When a Scout plans to attend a campout, he must have a custodial parent or guardian complete the designated permission slip. The permission slip and any fee for the outing must be turned in by the stated deadline. Personal checks written to cover the expense of the outing should be made payable to Troop 910. A food cost fee (currently \$3/meal) will be included in the cost of the activity. This will enable the troop to pay the patrol Grubmaster and his family in advance of the outing in order for them to purchase the food. A nominal transportation fee is also included in the cost of the outing to reimburse the driver who tows the Troop trailer for the cost of fuel. If the Scout cannot attend the Troop meeting at which the permission slip is due, he should make 2-way

voice conversation or email contact and reply with the Scoutmaster or the Committee Chair before the designated deadline to inform them of his intention to participate in the upcoming activity so that arrangements will be made for him.

5. In accordance with BSA Safe Scouting policies, no Scout will be allowed to meet one on one with an adult leader or merit badge counselor. (See Merit Badge counselor section for additional guidelines). The Scout buddy system should be used or arrangements made for the presence of another individual. The meeting should take place in full view of others.
6. When a Scout does not live up to the Scout Law and Oath, the adult Scout leaders may decide to send a Scout home so that others may have a productive troop activity. Failure to practice the Scout Law and Oath is not only disruptive, but makes for an unpleasant experience for our adult volunteer leaders.

Discipline procedures may include one or more of the following:

- Counseling by the appropriate leader
- Scoutmaster/Scout conference
- Scoutmaster/Parent/Scout conference
- Letter home to parent detailing the inappropriate behavior
- Committee Chair/Scoutmaster/Parent/Scout conference
- Delay in Scoutmaster signing off on Scout Spirit for rank advancement

If any behavior seriously jeopardizes the health or safety of another Scout or an adult leader, the Scout and his parent(s) will be requested to meet with the Committee Chair and Scoutmaster as soon as possible after the incident.

If unacceptable behavior continues to be a problem, the Scout and his parent(s) will be requested to meet with the Troop Executive Committee to discuss the Scout's future with the troop.

Advancement Policies

Troop 910 is committed to the advancement ideals and policies developed by the national BSA organization. The following Troop 910 procedures are used for the advancement of boys for ranks prior to Eagle Scout. Additional information is found in the National BSA Advancement and Policies Procedure Committee Guide (Available from the Troop Committee or Council Scout Office). Questions or comments should be discussed with the Scoutmaster, Troop Advancement Chair, or Committee Chair.

The advancement program of the Boy Scouts of America is based upon confronting each Scout with a series of challenges that are fun and educational. The advancement procedure builds self-confidence and focuses on the three major aims of Scouting: (1) Citizenship, (2) Growth in Moral Strength & Character, and (3) Mental & Physical Development.

In order to show proficiency in Scout knowledge and skills, the boy must confidently demonstrate competency. Assurance comes from knowing that all other Scouts have met the same challenges and that a single standard of fairness has been applied for the testing of all individuals.

No one in the Troop (either youth or adult) should ever add or detract from the written standards of advancement published by the BSA.

The four steps of advancement described in the National Policy are as follows:

1. **The boy learns.** A Scout learns by listening, doing, and teaching others.
2. **The boy is tested.** A fellow Scout, patrol leader, Assistant Scoutmaster, Scoutmaster, Parent, or Committee Member should work with each boy to assure that the specific items needed for a rank advancement have been learned and met. Requirements for the ranks of Scout, Tenderfoot, Second and First class may only be signed off by the Scoutmaster, an Assistant Scoutmaster, or their designee. A Scout can not have his requirements signed off by his parent. BEFORE the Scoutmaster Conference and Board of Review, there is a review of the Scout knowledge and skills for the pursuant rank by an Assistant Scoutmaster or Scoutmaster-designated adult leader. This review is conducted in an informal environment to verify that the boy has retained proficiency of the required material. In addition, the Scout must be able to recite the Scout Law, Oath, Motto, Slogan, and Outdoor Code from memory and know the parts of the Scout badge and what they symbolize. The review process is critical to ensure that a Scout is prepared for his Board of Review. A Scout is required to have a Scoutmaster conference at least 1 week prior to his Board of Review. The Scoutmaster conferences and scheduling for the upcoming Board of Review are done on a “first ready, first served” basis.
3. **The boy is reviewed before the Board of Review.** The goal of the Board is to make sure that the Scout has accomplished what was supposed to have been done for the rank or Eagle palm, to review the experiences that the Scout is having in Scouts, and to encourage the Scout for further rank advancement. The Board is comprised of a minimum of two, registered Troop Committee members, none of which should be a parent or guardian of the boy being reviewed. The review is scheduled for approximately 20 minutes to allow the Board to determine that the Scout understands and attempts to practice the ideals of Scouting within his home, unit, school, and community.

Troop 910 (in conjunction with the National Policy) requires that each Scout must be in full official BSA uniform for his Board of Review and must have his Scout handbook. He must be able to recite the Scout Law, Oath, Motto, Slogan, and Outdoor Code from memory and know the parts of the Scout badge and what they symbolize. These are some of the basic requirements that Webelos Cub Scouts who have earned the Arrow of Light already know when they join a troop. If a Scout is not ready to advance, the Board should explain to him why he did not pass. The Scout should be scheduled for additional training and then rescheduled for a follow-up Board of Review. Since the review should be a positive experience, all parties involved, including the Scoutmaster,

Assistant Scoutmaster, and the Scout's parent(s) should be informed of how the Scout can be better prepared for the follow-up Board of Review.

4. **The boy is recognized.** After successful completion of the Board of Review, the proper badge of rank prior to Eagle Scout or an Eagle palm will be presented to the Scout at the next Court of Honor. Official rank cards and merit badges will be also be presented at the next Court of Honor. However, tenure towards the next rank begins on the date of the successful Board of Review. The Eagle badge of rank is expected to be presented at a formal Eagle Court of Honor.

Miscellaneous Advancement Issues

Merit badge cards that the youth receives at a Court of Honor should be stored in a plastic page protector similar to that used to store baseball cards. The cloth merit badges should be sewn on an official merit badge sash. Original merit badge cards are difficult to replace and will be needed for the completion of the Eagle Scout application. Likewise, the merit badge sash should be worn or taken to the Eagle Board of Review.

Scouts should have merit badge work signed off by trained merit badge counselors who are not their parents. In a case where a parent is the only counselor listed for a particular merit badge, then the Scout must complete the merit badge concurrently with another, non-sibling Scout.

Troop activities that qualify for 2nd and 1st class advancement are those in which the entire troop was invited to participate. A minimum of 5 troop members must have participated in the outing. In the event that an outing's status is unclear, the Troop Committee Chair will determine whether it qualifies as a troop activity. Eagle project work does not count as a troop activity.

Service hours are considered when time is spent doing good will for some organization or individual OUTSIDE of the home troop. Scouts will also earn service hours for participating in another Scout's Eagle Project. Approval by the Scoutmaster, the Committee Chair or the Advancement Chair is needed to approve service hours that are not designated as part of an Eagle Project or as a troop service project.

Annual Dues Policy

Before February 1st of each new year, annual dues (\$150 for 2010) must be paid. If the dues are not paid, the Scout will not be registered for the upcoming Scouting year (March 1st – February 28th) and may not participate in any Troop activities until such amount is paid. A prorated dues schedule (\$12.50/month) will be used for Scouts who join the troop after the March 1st recharter date. The annual \$11 Adult leader registration fee will be paid for ACTIVE adult leaders using troop funds as a way of thanking them for their dedicated service. Troop Committee members are expected to regularly help staff Boards of Review and/or attend Troop outings as part of being an active adult leader.

Uniform Recycling

As your son outgrows his Scout uniform, please consider recycling it to another family in the Troop. Gently remove any patches that you need for your son's new uniform shirt, then wash the shirt and bring it to the next troop meeting. The Scoutmaster or Committee Chairman will gladly accept your shirt donation and store it in the Troop's storage cabinet. As the need arises, your donated shirt will be given to another deserving Scout family for their use.

Family Involvement

1. Troop 910 encourages parents to become involved in our Troop activities. Statistics have shown that Scouts who have involved parents are more likely to remain active troop members and continue to advance. Parents who wish to participate in any troop activity will be asked to complete the Boy Scouts of America Adult Leader Application. Approval of their application will be contingent upon a satisfactory character reference check and the passing of a criminal background check.
2. The Boy Scouts of America does not recognize any secret organizations as part of its program. All aspects of the Scouting program are open to observation by parents and leaders. Therefore, a parent may observe any Scout activity in accordance with the Safe Haven policy of the Boy Scouts of America. However, the parent will remain in the presence of adult leaders when observing such an activity. Any parent who has been deemed unacceptable for membership in the Boy Scouts of America will be banned from such observational privileges and will only be allowed to transport his/her son to and from Scouting activities. They may not remain at the activity nor transport any other scout in their vehicle.
3. Specific troop activities throughout the year may be designated as family activities. Families are encouraged to participate in these activities.
4. Specific troop activities may be designated as suitable for 1st -and 2nd -year Webelos to attend. These activities are part of a successful Webelos transition program. At least two Webelos/Pack leaders must be present at all times during the activity. Webelos dens will be discouraged from camping overnight and especially during a winter outing because the lack of prior cold-weather camping experience by the Webelos makes this activity too dangerous. However, the Webelos may attend the daytime portion of the winter outing with the troop.
5. Under special circumstances, a sibling may have to attend a troop activity with a parent. In all instances, the sibling's parent must be present at all times during the troop activity. The sibling should have some activity to keep them occupied. They should not participate in the troop activity unless invited to do so. The attendance of a troop campout by a sibling must be approved by the Committee Chair or Scoutmaster and only for very special situations.
6. At troop activities, parents and siblings are to abide by the Scout Oath and Law, and in accordance with Troop 910 Policies. Adult Scout leaders are responsible for the safety

and well-being of all those who are present and therefore, they should be kept informed and should be respected.

“Good Turn” Service Project Opportunities

Scouting for Food

Each March, the Troop participates in an evening of collecting food items from the surrounding neighborhoods for the Twelve Baskets food party operated by E91st. The evening begins with a light dinner of hot dogs, chips, cookies and a drink. After dinner, groups of Scouts are assigned to a vehicle along with two adults. Each vehicle has a specific area of a nearby neighborhood to visit. Scouts use the buddy system and go door to door and ask for food donations. Scouts wear their official uniform and the activity is sanctioned by our local Scout Council. Cub Scout Pack 910 also helps us collect food on this evening.

Throughout the year, the Troop may also be asked to help E91st with other food drives for the Twelve Baskets food party. Notification of these special events will be given to the families.

Outdoor Clean-Up Service Project For E91st

Many outdoor Eagle Scout projects have been done for our Chartered Organization, East 91st Street Christian Church. In an effort to maintain these projects, Troop 910 and Pack 910 schedules an annual clean-up day in April. We encourage our families to participate on this day as a way of showing their gratitude for the church's sponsorship of our Scouting units.

Indianapolis 500 Parade Ushering

Each May, the Troop volunteers to help with chair setup and ushering for the annual parade. Scouts must wear their complete official BSA uniform for this service project.

Leaf Raking For Senior Citizens

During the month of November, the Troop volunteers to rake leaves for the elderly as part of E91st's outreach program to senior citizens. Notification of the date and time are provided to the families in the fall.

Adult Leader Expectations

Adult Leader Behavior

In accordance with Boy Scouts of America policy, the troop ensures two-deep leadership between adults and boys to safeguard against improper behavior between adults and scouts.

Men and women adult leaders are expected to conduct themselves in a respectable manner at all times because they serve as role models for the youth. Adult Scout leaders are expected to abide by the Scout Oath and Law, and in accordance with Troop 910 Policies. Improper adult behavior will not be tolerated or condoned in the troop. It will be considered grounds for dismissal from a troop leadership position. If, at any time, remarks or gestures are heard or received that could be considered offensive, the following proactive steps should be taken:

1. Tell the person to stop because you find their behavior to be offensive.
2. If the offender continues to say or do things that are considered personally offensive to you or to someone else, report the circumstances to the Committee Chair, the Scoutmaster, or the Charter Organization Representative immediately.
3. At least two of the following - the Committee Chair, the Scoutmaster, or the Charter Organization Representative - will investigate the circumstances, and action will be taken as appropriate.

The use of alcoholic beverages, illegal drugs or smoking in front of any Scout during any Scout activity will not be tolerated - No Exceptions!

In addition, since adults serve as role models for youth, adults must refrain from consuming alcoholic beverages before coming to a Scout activity. The smell of alcohol on an adult's breath sends the message to a youth that it is okay to drink and then drive a vehicle to the Scout function.

The time volunteered by our adult leaders is greatly appreciated and it is often difficult to cease communication with other commitments. However, while in attendance at a troop activity or outing, we ask that adult leaders discreetly use their cell phones (out of hearing and view of Scouts) to communicate business or personal matters. Scout outings serve the purpose of fostering independence in Scouts. Letting one's Scout talk to other family members in the view of other Scouts can truly hurt the feelings of a homesick Scout or a Scout whose parent is not present. Sensitivity to this issue is greatly appreciated by all.

Adult Leader Involvement

1. Adult leaders are expected to be active participants in troop activities.
2. Troop Committee members are expected to attend monthly Troop Committee meetings and to regularly serve on Boards of Review.
3. Assistant Scoutmasters are expected to attend monthly PLC meetings, regular troop meetings, and any special leader meetings arranged by the Scoutmaster.
All registered leaders are encouraged to attend the Troop's monthly outing

Adult Leader Training

1. Registered adult leaders of Troop 910 must complete the Youth Protection, Fast Start and This Is Scouting online training courses as soon as possible after submitting their adult leader application. Youth Protection training must be completed before any registered adult attends an overnight outing with the troop. In addition, Scout leaders must complete position-specific training in a timely fashion.

Youth Protection:

<http://olc.scouting.org>

Boy Scout Leader Fast Start Training:

<http://olc.scouting.org>

This Is Scouting:

<http://olc.scouting.org>

2. Troop Committee members must complete Troop Committee Challenge training as their position-specific training course: <http://olc.scouting.org>.
3. The Scoutmaster and Assistant Scoutmasters must attend the Scoutmaster-Specific (SMS) training course and the Outdoor Leader Skills (OLS) training course as soon as it can be arranged. Troop 910 will pay the registration fees for any leader who attends these courses. The Council's training calendar can be downloaded at: <http://www.crossroadsbsa.org>.
4. Any adult leader who wants to participate with High Adventure crew at a National BSA facility must also attend the Scoutmaster-Specific training course and the Outdoor Leader Skills training course.
5. Merit Badge counselors must register as a merit badge counselor, complete merit badge counselor training, and must complete Youth Protection training.

EAGLE PROJECT & EAGLE APPLICATION PACKET INFORMATION

Eagle Project

The first step in beginning an Eagle project is to seek the guidance of the Scoutmaster. He will review the steps to be taken for a successful project and provide guidance to the Scout. The approval process takes time. Please consider this factor in your project approval expectations, especially during the summer vacation months. For summer Eagle projects, please plan to have them approved BEFORE the summer break begins.

The official 2009 Eagle Scout Leadership Service Project Workbook (No. 512-927) must be used in planning, developing, and recording all work performed on the Eagle service project. The project workbook may be obtained from the Council office or an electronic version (preferred method that allows the Scout to type directly into the formatted pages) can be downloaded at the website: <http://www.crossroadsbsa.org/FunctionsofScoutingMenu/Advancement/LifetoEagle/tabid/368/Default.aspx>. The last page of the workbook contains the 12 Steps from Life to Eagle and this is a very helpful document. The document can also be downloaded independently from the Eagle project workbook at the weblink listed above.

An Eagle Service Project Description/concept must be approved by the benefactor and the Eagle candidate's Scoutmaster. After approval of the Project Description/concept, the Scout completes the Project Details section of the workbook. Drafts of the Project Details (including the materials needed and cost section) should be submitted to the Troop Advancement Chair for review. Once all changes have been incorporated, the Eagle Service Project proposal is ready to be signed by the benefactor, the Scoutmaster, and the Committee Chair (or his/her designee). The **Northeast District Advancement Committee** must approve and sign the proposal before any work may begin on the project.

Eagle service projects will only be approved by the District Advancement Committee at the monthly Eagle Board of Reviews beginning at 3:30 PM the 1st Sunday afternoon of the month at Camp Belzer Scout Camp Training Center located at 6102 Boy Scout Road near the intersection of Shadeland Avenue, Fall Creek Road and I-465 or at the District Roundtables beginning at 6:45 PM for the 2nd Wednesday of the month at Camp Belzer Scout Camp. **Regardless, the Scout should contact the District Advancement Chair in advance to schedule a specific meeting time. No walk-ins are allowed.** Mr. Jack Phillips may be contacted by phone at 317-578-7816 or emailed at: atphillips@sbcglobal.net. For summer month approvals, other arrangements must be made with the District Advancement Chairman. The Eagle candidate must be the one that presents his Eagle service project to the District Advancement Committee for approval. No Scout - No Approval. Current District Eagle candidate information

can be downloaded from the District website under the Eagle Boards of Review section: <http://www.crossroadsbsa.org/northeast/news.htm>

After EACH Eagle project workday, the Eagle candidate should send a summary to the Troop 910 Advancement Chair that contains the date and the number of hours worked for all Troop 910 Scouts and Troop 910 registered leaders who worked that day. This task should be done in a timely fashion so that Scouts can be promptly credited for service hours towards their next rank advancement. If there are multiple workdays, then the Eagle candidate should send multiple reports to the Advancement Chair.

The Carrying Out the Project workbook section must include a discussion of lessons learned, as well as a description of the ways in which the Scout demonstrated leadership while conducting his project. Limit pictures to one or two before pictures and one or two after pictures. The service project and the write-up must be completed to the satisfaction of the benefactor and the Scoutmaster before their final project completion signatures are obtained.

Eagle Application Packet Binder and Contents

Once the Eagle Service Project has been satisfactorily completed and the Eagle candidate has completed all the other requirements for the rank of Eagle (earned appropriate number & type of merit badges, demonstrated appropriate troop leadership and Scout spirit, and participated in a Scoutmaster conference), then the Eagle candidate may submit his Eagle application packet for review and approval.

The current Eagle application form and instructions for assembling the Eagle application can be downloaded from the Council's website: <http://www.crossroadsbsa.org/FunctionsofScoutingMenu/Advancement/LifetoEagle/tabid/368/Default.aspx>

The Eagle application packet should be neatly organized in a 1/2" or 1" binder with the applicant's full name, troop number and the Northeast District name on the front cover. The contents of the Eagle application packet should include in this order:

1. The completed Eagle Scout Rank Application (No. 512-728) with required troop and council signatures and all dates checked for accuracy. Original signatures are necessary on the submitted application. Please use the latest version of the application with original red and blue printing.
2. Photocopies of the Eagle candidate's rank and merit badge cards. Do not submit the original cards. You may photocopy the cards while they are contained in the baseball card plastic page holders. However, please do a 10% reduction with the photocopier so that the entire page contents appear on the photocopy. Order the cards in the same order as they are listed on the Eagle Scout Rank

Application form. Verification of the Scout's advancement dates must be obtained from a TroopMaster generated advancement history report. Request a hardcopy of this advancement report from the Troop Advancement Chair and include it after your merit badge card pages.

3. The completed Eagle Scout Leadership Service Project Workbook. Original signatures are necessary for the master copy of the workbook.
4. A statement of the Eagle candidate's Life Ambition.
5. A listing of honors, awards, and extracurricular and school activities held by the Eagle candidate in his religious institution, school, or community, or while at camp or in other organizations where he demonstrated leadership skills.
6. The Scout should prepare three copies of the binders. One with original signatures is to be submitted to the Council office after the Scoutmaster and Troop Committee Chair have approved and signed it. The other two copies are to be kept by the Scout and are to be brought by the Scout to his District Eagle Board of Review. The Eagle packet must be delivered to the Council office by the 15th of the month before the next scheduled District Eagle Board of Review.

Letters of Recommendation

Letters of recommendation from at least three individuals are to be mailed directly to the Council office and should arrive shortly after the 15th of the month deadline for the Council review timeframe. Therefore, Scouts should distribute the official letter of reference form and a stamped, Council-addressed envelope to each of their reference individuals at least 4 weeks before their tentative Eagle Board of Review. Specific instructions regarding letters of recommendation, as well as the **official form for letters of recommendation for the Northeast District** can be downloaded from the Council's website: <http://www.crossroadsbsa.org/FunctionsofScoutingMenu/Advancement/LifetoEagle/tabid/368/Default.aspx>

When both the binder and the letters are received at the Scout Office, the Council office will notify the District Advancement Chair of the approved packet and the District Advancement Chair will notify the candidate to confirm their attendance at the next District Eagle Board of Review.

Eagle Board of Review

Northeast District Eagle Boards of Review are scheduled on the first Sunday of the month (except July) convening at 4:00 PM at Camp Belzer's Training Center, 6102 Boy Scout Road (near the intersection of Shadeland Avenue, Fall Creek Road and I-465). A troop representative (i.e., Scoutmaster, Assistant Scoutmaster, Troop Advancement Chair, Troop Committee Chair) must present the Eagle candidate to the District Eagle Board of Review. The troop leader

must not be a parent or relative of the Eagle candidate. Parents are NOT allowed in the Board of Review room with the Eagle candidate.

The Eagle candidate must wear the complete, official BSA uniform for their Eagle Board of Review and bring their Boy Scout handbook. They may either wear their merit badge sash or bring it (if they are wearing an Order of the Arrow sash. The Eagle candidate must be prepared to answer any question about his Scouting career. The Eagle candidate's Boy Scout handbook must have all the rank requirements dated and initialed by a troop leader and must have signatures from a member of the candidate's boards of review for each rank from Tenderfoot to Life Scout.

Additional information about the District Eagle Board of Review are found in the 12 Steps from Life to Eagle document available for downloading at:
<http://www.crossroadsbsa.org/FunctionsofScoutingMenu/Advancement/LifetoEagle/tabid/368/Default.aspx>

Upon unanimous decision by the District Eagle Board of Review to recommend the candidate for the Eagle Scout rank, the candidate's Eagle application packet is forwarded to the local council where the Scout Executive signs it. Only the Eagle Scout Rank Application is forwarded to the National Eagle Scout Service for final certification on behalf of the National Council. The National Council gives notice of approval by sending the Eagle Scout certificate to the local council. The local council contacts the Scoutmaster who in turn notifies the Eagle Scout. The Eagle Court of Honor should not be scheduled until the local council receives the Eagle Scout credentials. Only upon receipt of these credentials may a troop leader purchase the Eagle award box from the local council service center.

Eagle Court of Honor

The Eagle Court of Honor is a family-sponsored event held to recognize their son's accomplishment of earning the Eagle Scout rank. Families of multiple Eagle Scout recipients are encouraged to work together to lessen the burden of planning and scheduling individual events. Troop 910 awards each Eagle Scout family \$50 towards the cost of the Eagle Court of Honor. The Eagle Scout family (families) should extend an invitation to all members of Troop 910. An evite internet troop invitation (<http://www.evite.com>) is highly recommended. Please contact the Troop Committee Chair for a troop email distribution list. In return, members in Troop 910 should be diligent in responding to the invitation with regard to their attendance since the family usually provides refreshments and a realistic attendance number is needed for planning purposes.

For program planning, the best way for an Eagle Scout family to learn about what constitutes an Eagle Court of Honor is to attend prior Eagle Courts of Honor. All Scouts in Troop 910 should try to attend Eagle Courts of Honor for

their fellow Scouts. Eagle Scout parents are a valuable resource for the new Eagle Scout family in planning their son's Eagle Court of Honor. The internet is also an excellent resource for sample programs. Type in the words, "Eagle Court of Honor Programs" in a search engine for multiple listings. The Troop also owns a copy of an Eagle Court of Honor booklet that may be borrowed by the Eagle Scout family for planning purposes.

Troop 910 displays an Eagle Scout recipient plaque in the corridor of E91st on the Scout information board. When a Scout earns the Eagle rank, his name and date of his Eagle rank is engraved on the plaque. The plaque is available for display at an Eagle Court of Honor. The Troop 910 flags and Scout Law candle display are also available for use at Eagle Courts of Honor. Use of these items may be arranged by contacting the Scoutmaster or the Committee Chair.