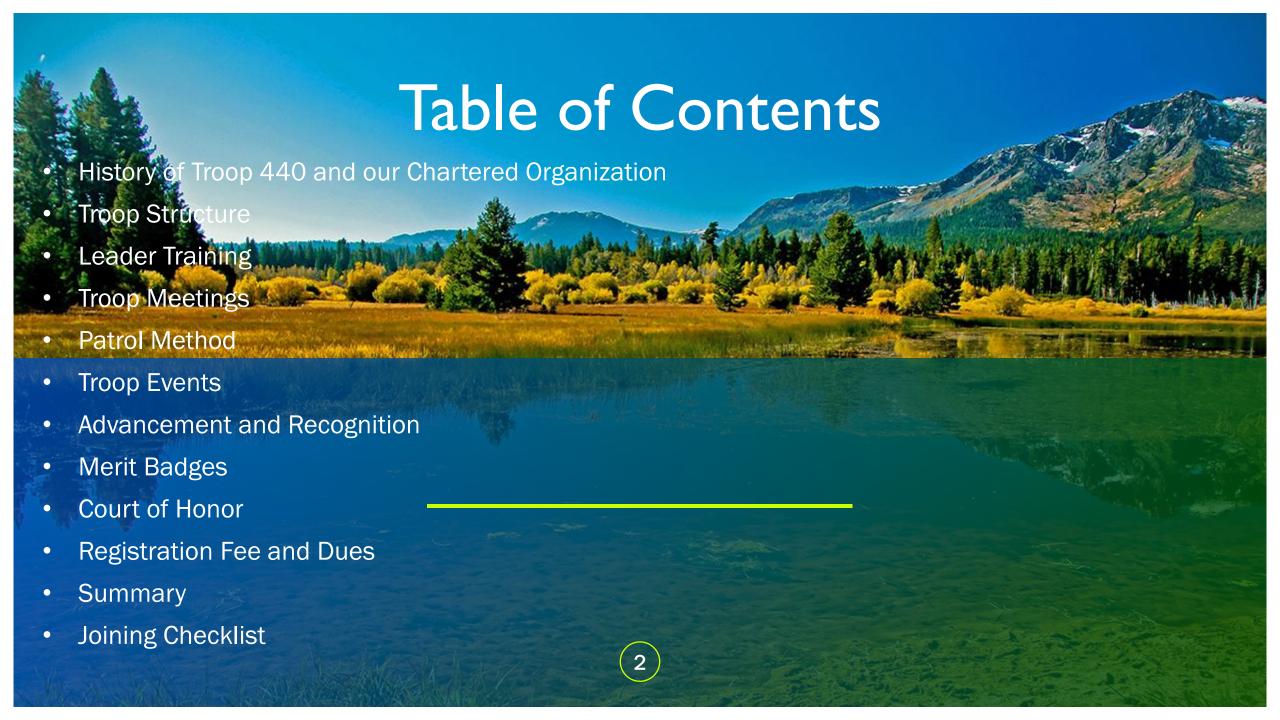


New Scout Parent's
Resource Guidebook

Updated 2024



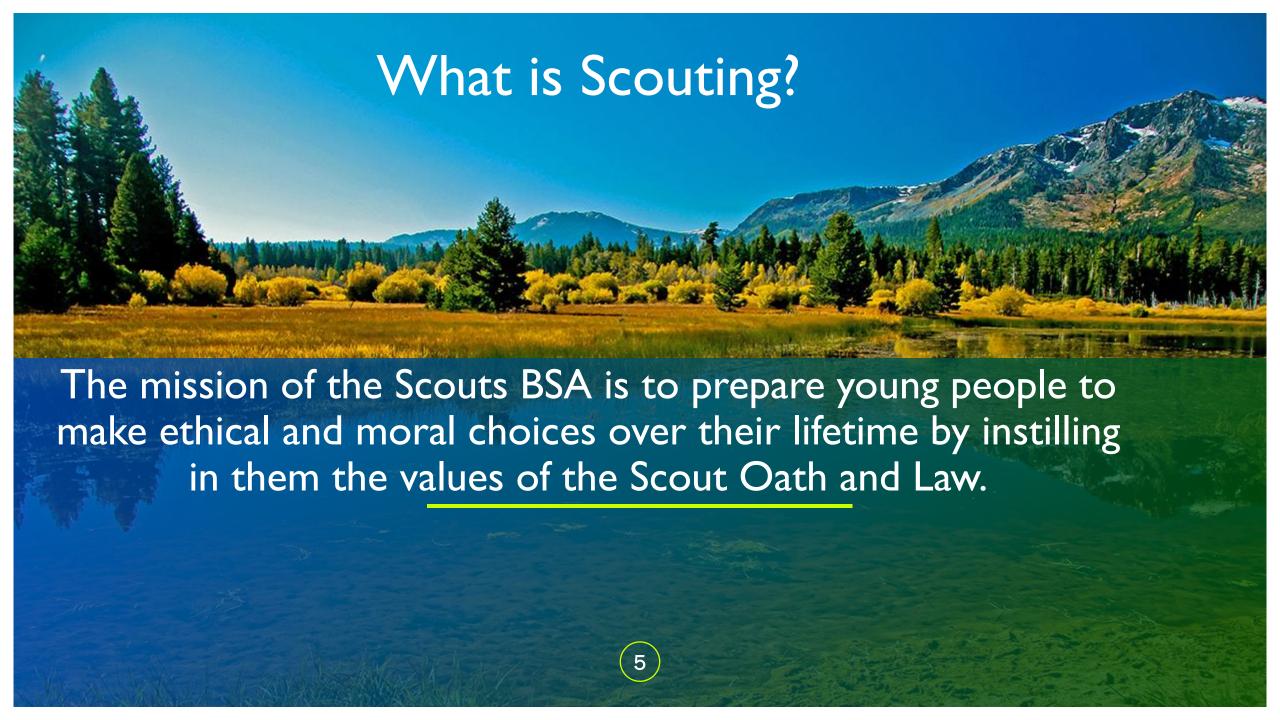
Welcome!

Welcome to Troop 440 and the wonderful world of Scouts BSA. Our troop has been in existence since 1974 and has grown from a small troop to what it is today with the efforts of many adult volunteers and dedicated youths who aspire to be Eagle Scouts.

We are a <u>youth-led-troop</u> meaning the youth are in charge of the troop and its activities. Our main emphasis is to teach these youths to become well-rounded young adults equipped to handle the world and its expectations. We will expose them to many different fields of study through the merit badge program, how to advance through the requirements of rank advancements, how to interview and discuss issues comprehensively via the Scoutmaster Conference and Board of Review, how to lead others through the leadership requirements, and how to organize events and time through leadership positions.

These expectations are met, and events happen because people such as you are willing to volunteer their time and resources to make it happen. It is beneficial for you, for your scout, and the troop for you to participate fully in the troop. You do not need to be an expert, just a willing volunteer. Scouting offers many training avenues for you to take advantage. If you want your scout to advance, if you want to participate in an organization that will positively impact your child's life, and if you want to be able to enjoy it with your child, then Scouting is for you. This means you get involved, serve in one of the many adult roles available to you, go on campouts and teach scouts the skills they need for living and participating in troop functions. The troop needs your time and support.

Thank you for your willingness to share your child with out troop and helping us mold them into the best they can be.



The BSA provides youth and young adults with an effective educational program designed to build character, to train youth in the responsibilities of citizenship, and develop personal fitness. Through chartered organizations, Scouting provides a year-round program that has helped to strengthen families since 1910. Today, in the BSA there are over 2 million registered scouts; and over 50 million active members in nearly 200 countries worldwide. The Scouts BSA program is for youths from 11 years old to 18 years old. The program focuses on preparing the youth to become better adults through activities based on nature, hobbies, games, camping, and above all, character development.

As parents we all want our child to grow up to be a person of worth; a self-reliant, dependable, and caring individual. The Scouting program has these same goals in mind for youth. Since 1910, Scouting has been weaving lifetime values into fun and educational activities designed to assist parents in strengthening character, developing good citizenship, and enhancing physical fitness in youth.

These values will help your child make good decisions throughout their lifetime and give them the confidence needed to become an adult leader of tomorrow. Scouting will provide your child with positive peer group and a program that is fun and adventurous and help them to "be prepared" and "do their best" in life and to shape their own futures.

Scouting Ideals

The ideals of Scouting are spelled out in the Scout Oath, the Scout Law, the Scout Motto, and the Scout Slogan. Scouts measure themselves against the ideals and should continually try to improve. The goals are high and, as they reach for them, they have some control over what and who they become.

Scout Oath:

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

Scout Law:

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

Scouting Ideals

Boy Scout Motto: Be Prepared

Boy Scout Slogan: Do a Good Turn Daily

Outdoor Code:

As an American, I will do my best to

Be clean in my outdoor manners

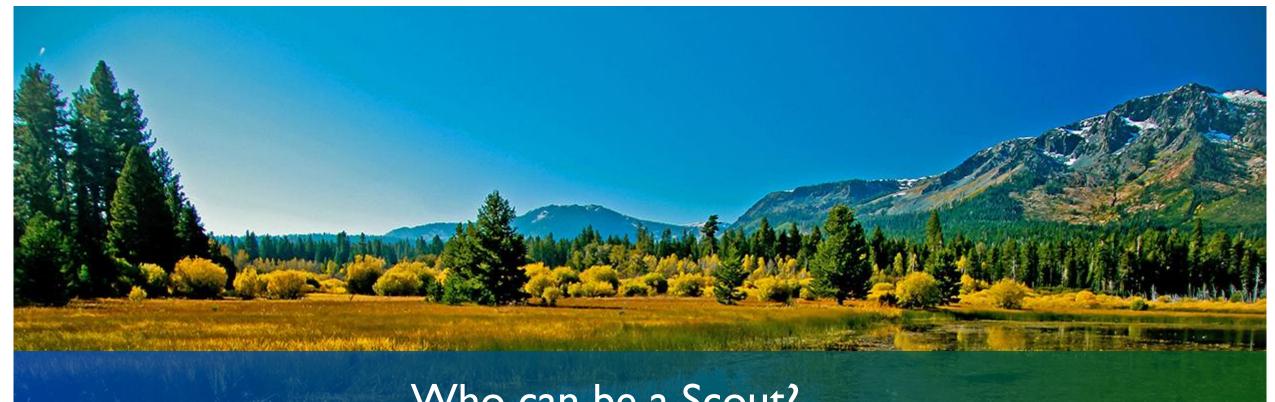
Be careful with fire

Be considerate in the outdoors

Be conservation minded



The Sam Houston Area Council (SHAC) is a Texas incorporated 501c3 tax-exempt nonprofit corporation that serves the needs of scouting in the greater Houston area SHAC pays fees to the BSA for use of the Scouting program and shared services such as IT, insurance, health, and employee retirement benefits. Otherwise, SHAC is self-sufficient in generating the funds needed to deliver the Scouting Promise to youth in the greater Houston area. SHAC is subdivided into numerous geographic divisions called Districts, each with their own volunteer structure and full-time professional advisors called District Executives (DE). In general, there is only one paid professional in a district and perhaps 100 to as many as 300 voluneers, depending on the size of he district. The District exists to support units by providing training opportunities, hosting fun activities and events, offering support and assistance to existing Packs, Troops, and Crews, and extends Scouting through the formation of new units.



Who can be a Scout?

Troop 440 and 444 are made up of 5th - 12th grade youths.

The 7 ranks are detailed in the upcoming slides.

Scout

To be a Scout, a youth must be 11 years of age or has competed the fifth grade, earned the Arrow of Light Award, and is at least 10 years old, but is not yet 18 years old. The youth must complete a BSA Youth Application and health history signed by their parent or guardian, must be able to repeat the Pledge of Allegiance, must be able to demonstrate the Scout sign, salute, and handshake, must demonstrate tying the square knot (a joining knot), must understand and agree to live by the Scout Oath, Scout Law, motto, slogan and the Outdoor code, must be able to describe the Scout badge, and with their parent or guardian must complete the exercises in the pamphlet "How to Protect Your Children from Child Abuse, A Parent's Guide". Lastly, they must participate in a Scoutmaster's conference. This is the first rank as a BSA Scout.



Tenderfoot

There are 15 requirements, including a Scoutmaster conference and a Board of Review. Once all of these requirements have been signed off, the scout has earned this rank. The requirements are very basic and are the beginning of learning the scout skills, and learning how to use rope.



Second Class

There are 13 more requirements, including a Scoutmaster conference and a Board of Review. The scout is beginning to use Scouting skills such as cooking and use of proper equipment, building fires, using knives, orienteering, outdoor camping, first aid, and personal safety.



First Class

There are 14 requirements including a Scoutmaster conference and Board of Review. The requirements will be a little tougher and more into self-sufficiency in the outdoors. There are more advanced tying of knots and use of rope, and more advanced first aid knowledge as ell.



Star

Beginning with Star, the scout must hold tenure. This includes a leadership position within the troop while also earning Merit Badges for rand advancements. There are also service hours that are required to make rank. Ultimately, there are 7 requirements, including the Scoutmaster conference and Board of Review.



Life

As in the Star rank, the scout must be active in his or her unit for a minimum of 6 months. They must earn 5 more Merit Badges, 3 of them being Eagle requirements. They must have 6 more service hours on projects approved by the Scoutmaster. They must serve in a leadership position actively for 6 months, and use the EDGE method to teach younger scouts a skill. There are 8 requirements, including the Scoutmaster conference and Board of Review.



Eagle

This is the top rank as a BSA Scout. There are only 7 requirements at this rank, but they are very detailed. The scout must have 21 Merit Badges, 13 of which must be Eagle required. The scout must plan, organize, and carry out an Eagle project. This project must be approved and signed off by the unit leader and Council. The scout will also take part in a Unit Leader Conference, and successfully complete an Eagle Scout Board of Review.



History of Troop 440 and Our Chartered Organization

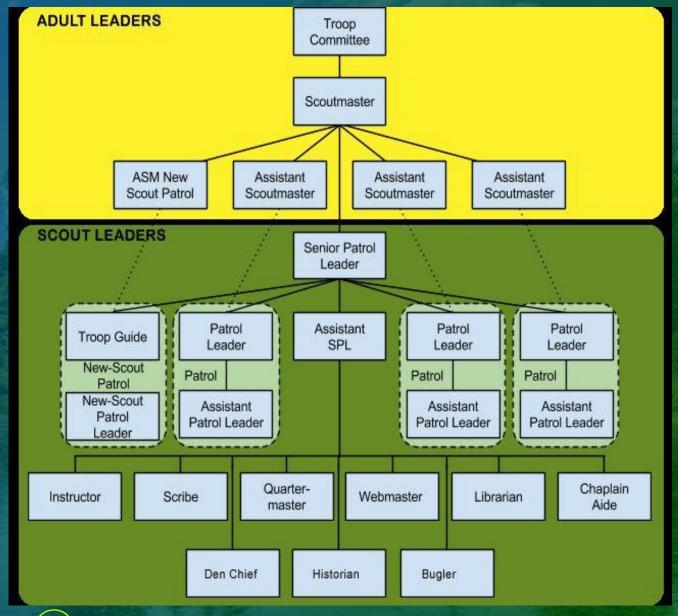
Kinsman Lutheran Church, located at 12100 Champions Forest Drive, Houston Texas 77066, has sponsored Troop 440 since 1974. Our troop has been doing good turns for 50 years! Kinsmen Lutheran Church is the Chartered Organization (CO) for 4 units, namely Pack 440, Troop 440 (Male Troop), Troop 444 (Female Troop), and Crew 440. A CO is a group such as a school, religious organization, service club, business, parentschool association, or community organization that is interested in youth. The CO enters into an agreement with BSA to operate units within the guidelines and policies of the BSA.

Cont. History of Troop 440 and Our Chartered Organization

- The CO provides a meeting place, approves unit leaders, and operates the unit. The BSA does not directly run or own any of its member units.
- For Troops 440 and 444, historically, most of the members have been from Klein Forest High School, Klein High School, Klein Cain High School, Wunderlich Middle School, Doerre Intermediate School or Klein Intermediate School, however recently quite a few scouts who live in the Spring-Cypress/Champions Forest area have joined our troops. Scouts are free to choose which Troop they would like to join and, as such, can come from any area.

Troop Structure

The troop organization chart shows the basic leadership structure of youth and adult Scout leaders.



Con't Troop Structure

- Scouts BSA Troops are youth led, as illustrated in the green blocked section of the basic organizational chart. To support this emphasis on youth leadership, the adult leadership is split in two parts, the program side and the committee side.
- The program side is run by the Scoutmaster and Assistant Scoutmasters. They provide direction, coaching, and training that empowers the scout with skills they will need to know to lead the group.
- While out troops are youth led troops, the Troop Committee, made up of unpaid adult volunteers, is essential to well-functioning troops. The committee is responsible for the administrative and business side of the Troop and supports the Scoutmasters. The Troop Committee is headed by the Committee Chairperson, and is made up os several positions such as Advancement Chair, Outdoor Coordinator, Training Chair, Health and Safety Coordinator, etc.

Con't Troop Structure

- The Troop Committee meets once a month, generally on the second Monday of each month to conduct necessary planning to support troop endeavors.
- Scout BSA, Troop 440, and Troop 444 regards safety of utmost importance and practices "two-deep leadership" Two-deep Leadership is required for all Scouting events. This means that a minimum of two adult must be present for all troop events. Except when a scout is alone with his parent or guardian, the scout must never be alone with only one adult at any time during a troop event. This Safe-Scouting policy protects both the child and the leader.

ADD A FOOTER



To be a good leader, you must get the proper training. The first step is to review the Fast Start Training. Fast Start Orientation Training is available on the internet at http://my.scouting.org. A leader must be at least 21 years of age and resisted as an adult leader of the BSA. All adult leaders must complete Youth Protection Training, Leadership Specific Training, and Hazardous Weather Training (available online at my.scouting.org) Also, Scoutmasters/Assistant Scoutmasters are required to complete Introduction to Outdoor Leadership Skills (IOLS), which is an outdoor camping training event that lasts over a weekend.



Troop Meetings are planned and run by the Senior Patrol Leader (SPL) and their team and are held every Monday evening in the Scout Hut at Kinsmen Lutheran Church from 7:00-8:30 PM. The meeting generally consists of an opening ceremony, announcements, a planned activity for that meeting (games scout skills, handicrafts, outdoor fun, patrol activates, etc.), and the closing. There is some time left after the meeting for sign-offs for advancement requirements. Everyone participates in the opening, scouts and parents alike. Parents, please be respectful of the meeting by having your conversation outside the Scout Hut during meetings.

Patrol Method

"The patrol method isn't one way to run a troop. It's the only way"

Scouting founder Robert Baden-Powell's famous quote about the patrol method.

Patrols are the building blocks of a troop. A patrol is a small group of youth, typically 8-12 members, who are similar in age, development, and interests. Working together as a team, patrol members share the responsibility for the patrol's success. Scouts experience group living and participatory citizenship. The patrol method places responsibility on scouts themselves to advance. The patrol method also provides opportunities for scouts to gain confidence by serving in positions of patrol leadership. Troop 440 and Troop 444 operates exclusively by the Patrol Method.

Troop Events

Troops 440 and 444 participate in several events each year. These events are fun for the scouts and great for the community.

Here are a few examples of these events.

Fertilizer/Mulch Sales (the major troop fundraiser)- Annually done in January and February. FULL Troop Participation is Expected for this Event

Scout Sunday - Annually held in February Camporee - Annually in March Webelos Woods (Webelos Recruitment and teaching scout skills) Monthly Troop Camping Trips Summer and Winter Camps High Adventure trips Community Service events Courts of Honor (usually twice per year) Forth of July Parade

Advancement and Recognition

The Scout BSA program is very different from Cub Scouts. One of the main differences is the advancement process, which is detailed int eh scout handbook. Every troop handles their advancements in a manner that is most efficient for them and their scouts while still following BSA rules. The rules for advancement can be found in the *Guide to Advancement*, which is available online and can be downloaded for free. Generally, advancements are earned during troop-sponsored events. A backyard campout does not qualify. Also, a scout should have someone other than their parent or guardian reviewing and signing off requirements for advancement. Scoutmasters or other authorized merit badge counselors can sign off on advancements.

Troops 440 and 444 uses ScoutBook to keep track of its advancement. This web application keeps track of data and achievements for merit badges and rank advancement. Each scout and parent will have their own login and password to keep track of advancement progress. We also use TroopWebHost for group email, payment records, and our troop calendar of events. Parents and scouts will receive a login and password for TWH also.

Con't Advancement and Recognition

An outline of the rand advancement process is given below:

- 1. Scouts work on individual requirements for rank during troop activates or at home and has these signed off in their handbook. Once all requirements for a rank are complete, the scout contacts the Scoutmaster to arrange for a Scoutmaster conference in a which they will review the scout/s progress to date. Upon completion of the conference, the scoutmaster will sign-off that the scout has completed that requirement. The conference can be done anytime and anyplace, but usually they are held sometime before, during or after the regular troop meeting. It is entirely the scout's responsibility to set this up with the Scoutmaster.
- 2. Once that is completed, the scout contact the advancement coordinator to request a Board of Review (BOR). The BOR is a panel of adults that meet with the scout to discuss their progress and goals. A parent or guardian is never a panelist on their own child's BOR.

Con't Advancement and Recognition

3. Any parent who is not a Scoutmaster/ Assistant Scoutmaster may sit on a BOR. The adults need not to be a registered Scouter to participate. BORs are a committee function, the troop encourages all parents to participate in this activity. Scoutmaster conferences and BORs are important tools for everyone concerned. The scout learns how to interact with adults in an interview environment. Troop leaders get to visit with the scout individually and learn about them, their interests, and most importantly what they like about scouts and what they would like to see done or changed. It is not just a "check the box" procedure; it has value and merit in its own standing. A scout must also demonstrate that they live by the Scout Law and Oath in order to advance. This is NOT automatic. If a scout misbehaves, is disrespectful to adult leaders or other scout or does not lead a life in general community that is reflective of the Scout Law, they will NOT advance.

4. Once the BOR is completed, the scout is awarded that rank and if there is a time requirement between ranks, the clock starts from the next rank at that point. At the next Court of Honor (COH), the scout is recognized and their Mother received her pin for her ribbon. Sometimes scouts will receive recognition for two ranks at a COH. Scouts may complete requirements for various ranks, IE Scout, Tenderfoot, Second Class, etc. at any time and in any order. However, the ranks must be earned in order. A scout should wear their complete Field (Class A) uniform with neckerchief for their Scoutmaster Conference, Board of Review and Court of Honor.

Con't Advancement and Recognition

The Scouting advancement program is divided into two distinctly different sections.

The first ranks – Scouts through Fist Class – are the building blocks of scout skills. The scouts learn the fundamentals of Scouting along with outdoor skills, first aid skills, knot tying skills, and many other skills specific to Scouting.

After they achieve the First Class rank, they get into the second tier of higher ranks. This is where it starts to get a little tougher. They advance through these ranks by earing merit badges, doing service work, holding a leadership position within the troop, and participation time in rank. Participation in summer and winter camps done early in the scout's career are vitally important as they can earn up to five merit badges during a week of these events.

Merit Badges

Why earn merit badges?

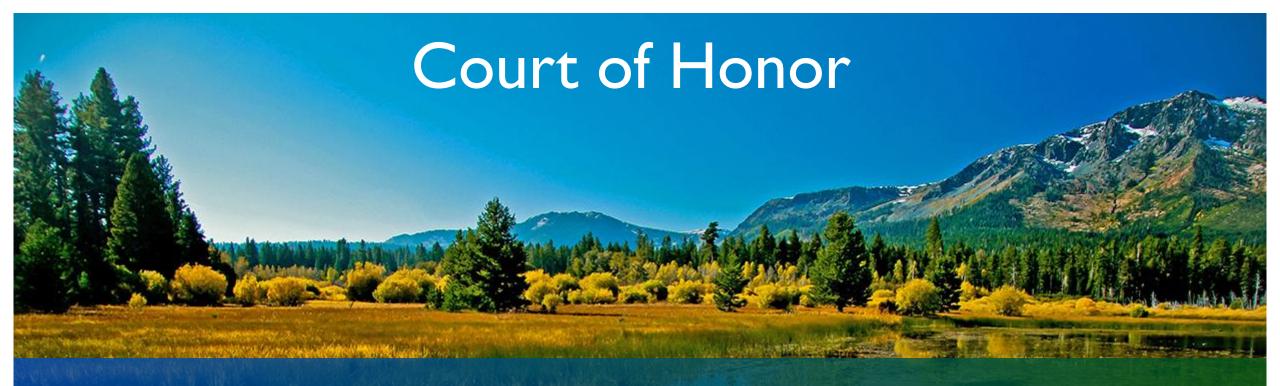
Outside of the fact they are the only way to advance t the ranks of Star, Life, and Eagle, they expose the scout to a wide variety of subjects of interest. Scouts can try out different activities that eventually could become lifetime hobbies and even vocations for them while helping them to become will rounded individuals. To become an Eagle Scout, the scout must complete a minimum of 21 merit badges, including 13 Eagle required badges.

1. In order to earn a merit badge, the first thing a scout does is to request a merit badge application (blue card) signed by the Scoutmaster. The Scoutmaster will discuss with the scout which adults are available to work wit them as a merit badge counselor for that specific badge. Only then may the scout begin working on that badge's requirements. Scouts can earn merit badges at any point; they do not have to achieve First Class prior to starting on badges.

Con't Merit Badges

2. When the scout completes the merit badge, the counselor should sign the blue card as completed, which should then be turned in to the advancement coordinator to enter into the records. The scout will receive the badge at the next Court of Honor but once a badge is complete, it can be entered into the scout's handbook.

We emphasize that scouts work at their own pace. Focus, dedication, time commitment and other factors all play a part in the advancement process. Parents cannot do the work for the scout. The scout has to prove themselves in front of their peer and other adults. This allows them to learn important life skills. Please do not rob them of the opportunity to learn by doing the work for them.



Court of Honor (COH) are held twice per year. The COH is a special ceremony to recognize our scouts' advancements and achievements during the past six months. The scouts are recognized for their rank advancements and merit badges earned during this period. Mothers are given their rank pins by their scout. (Mothers remember to wear your advancement ribbons on this occasion.)

Uniform

The Scouts BSA uniform gives scouts a group affiliation. Scouts wear the khaki shirt and olive green pants. A word of advice, BUY BIG! Your child will be growing, and they will need to ear this shirt for at least two years or longer.

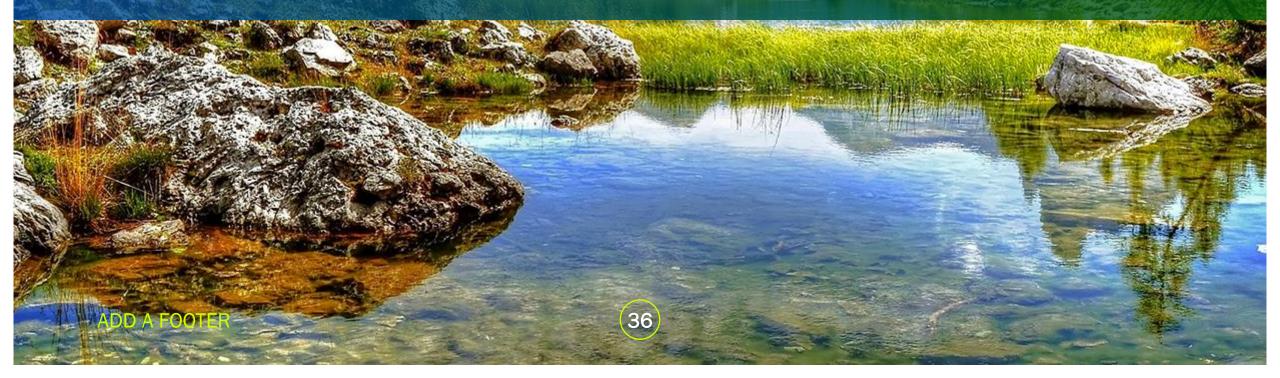
There are several required patches which should be affixed to the scout's shirt. They may be sewn or ironed on. The recommended practices is to sew them permanently around the edges. Instructions on where to place the patches is available when your buy the patches and are also available online or in the Scout Handbook. A neckerchief and slide is also required to show participation in the Troop. When your scout joins the Troop, a neckerchief and slide will be provided.

Troops 440 and 444 are full uniform troops. That means scouts wear the official scout shirt, pants, socks, and belt. Scouts should also wear boots or "outdoor activity shoes" in muted colors (brown, grey, black), not ever in bright colors. The formal Class A uniform (also known as the activity uniform) will be worn as directed by the Scoutmaster or Senior Patrol Leader. The Class B uniform consists of a Troop T-Shirt or other scouting shirt and comfortable pants.

Con't Uniform

There are Scout Shops located all around the city of Houston fortunately, the closest one to our area is located nearby on FM1960. These shops should carry everything you need and the staff are very knowledgeable are more than willing to help.

Address: 6512 FM 1960 W Rd Houston, TX 77069 281-444-1152



Communications

Our Troop website: https://www.troopwebhost.org/Troop440Houston/ and the Band App. are the primary source of communication. When a scout joints the troop, they will receive an email with their username and password for the website and an invite from the Band app to join the troop.

Parents and scouts will have separate TroopWebHost accounts. Parents accounts are linked to scout accounts, so you will be able to see all scout information related to your scout. As soon as possible, please log into the accounts and check and update the profiles.

In TroopWebHost, scouts can keep track of the troop calendar, activities, and payment records. Also, you can receive and send mails to troop members. We encourage you to check the website often.

Medical Forms

Every scout who attends an outgoing activity must complete and annually update Medical Forms.

- 1. Two copies of the following should be submitted for each scout annually.
 - A. Part A form
 - B. Part B form
 - C. Non-prescription Medication form
 - D. Copy of immunization record and insurance card (both sides)
- 2. Two copies of the following should be submitted for each scout annually, if scout participates in activates longer than 72 hours, such as Summer and Winter camp.
 - A. part C form, which requires and annual Physical Exam

Prescription medications for scouts to be taken during campouts should be given to Troop Leaders in sufficient quantities and in original containers. Be sure the medications are NOT expired.

Registration & Dues

- BSA Registration:
- Registration for BSA membership is \$81.00 (\$75 Registration plus \$6 for BSA insurance). If you are transferring from a PACK or other TROOP, you do not need to pay BSA fees until next year.
- While optional, a subscription to Scout Life magazine is highly recommended and costs \$24.00 per year. Scout Life magazine provides articles on all types of Scouting activities held nationwide as well as interesting stories, games, jokes, and riddles.
- These fees go to BSA. None of this money stays with Troops 440 and 444. The BSA registration fee and Scout Life subscription fee are due at the time of registration with the Troop.



Con't Registration & Dues

Troop Fees and Dues:

Troops 440 and 444 have a troop fee of \$120.00 per year, covering the cost of operating expenses, advancements rewards, supplies, etc. this fee may be paid in one yearly payment or split into biannual or monthly payments.

We don't want finances to be a reason for your child to not be involved in Scouting. Should you need assistance or would lie to discuss any special arrangements, please contact the Committee Chair, Treasurer, or Scoutmaster to discuss options for payment.

As a group, we do our best to keep costs down and make the money go as far as possible. We meet monthly in our committee meetings to discuss the state of the Troop, plan the next outing or event, and discuss upcoming campouts, events, etc.



Payment Options:

We accept Cash, Checks (BSA Troop 440), Credit Cards (3.5% extra fee) and online payments by PayPal. If you want to use PayPal through TroopWebHost go to "My Stuff" tab and click "Online Payments"

All your payments will be reflected in the scout account. If you see any mistakes, please let us know so it can be fixed.

Con't Registration & Dues

Scout Money:

Money for Scouting comes from two sources: the dues we charge per scout and fundraising. BSA does not provide funding for the Troop and all of its adult leaders are unpaid volunteers.

Fundraising for the Troop is accomplished by selling fertilizer and mulch and other fundraising that we do. The more the scout sells, the more money is available for Troop activities.

Some fundraising money goes directly to the scout account, which can be used to pay fees and for campouts, while some money goes directly to the Troop funds.

If the scout leaves the Troop, the balance in their scout account, if any, can only be transferred to the other Troop. You need to provide the new Troop information to send the money.

Campouts

Troops 440 and 444 usually plan one campout trip monthly, sending an email with the information about the activity, dates, place, cost and <u>PERMISSION SLIP</u>. These campouts are decided by the youth leaders during an annual Patrol Leaders Council meeting and widely promoted at meetings and on the troop calendar.

If the scout will be participating, the scout needs to PRINT and FILL OUT the PERMISSION SLIP. A parent or guardian must sign it and it must be turned in with payment on the due date. All cost of any event must be paid in full prior to attendance of the activity (if you need financial assistance, or special arrangements, please let us know).

The Medical Form, part A and B needs to be updated. Adult leaders take a copy of the medical forms with them on all campouts for use in case of an emergency, so it is incumbent on parents to be sure these forms reflect the current medical status of the scout at the time of the campout.



See attachments on last slide for a full list of important supplies to bring.

All scouts and parent or guardian check in at the check in table to ensure the scout has all necessary items for each campout. Items listed are NOT all inclusive. Please adhere to the camping check list and be aware of special information about the campout as relayed by the Scoutmaster (travel, extra money, weather conditions etc).

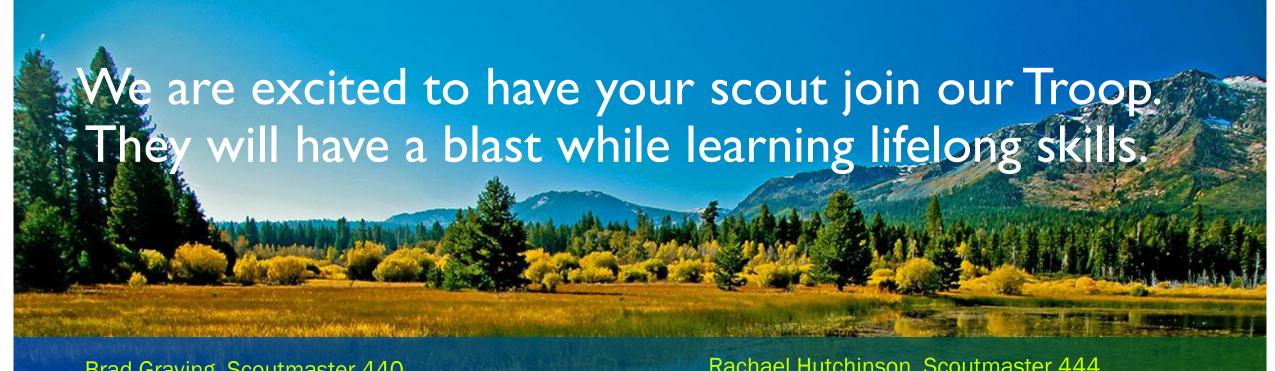
- Water bottle
- Mess kit
- Appropriate clothing for the weather/terrain/activities
- Full uniform, Class A
- Full uniform, Class B



Cancellation Policy

FOR MONTLY CAMPOUTS: if you cancel after the food has been bought (usually the Thursday before the activity) and/or camping commitments have been made which can't be reimbursed, your payment will not be refunded. Special circumstances could be evaluated by Troop Committee.

FOR SUMMER/WINTER CAMP: for cancellations you need to directly contact the CAMP COORDINATOR, and they will decide if you will be reimbursed or not depending on the circumstances and camp policies.



Brad Graving, Scoutmaster 440

Email: brad.graving27@gamil.com

Phone: 832-755-3862

Rachael Hutchinson, Scoutmaster 444

Email: rachag03@hotmail.com

Phone: 713-677-3222

Joe Laud, Committee Chair

Email: houstonlaud@gmail.com

Phone; 281-543-6974

Troop 440 and 444 Summary Troop Meeting Dates - Every Monday at 7:00 - 8:30 PM

Location: Scout Hut (located in the church parking lot) Kinsmen Lutheran Church 12100 Champion Forest Drive Houston TX 77066 Phone 281-444-3126

Troop Parents/Committee Meeting:

Second Monday of each month at 7:15 – 8:30PM in church meeting room. Check TrooWebHost calendar to confirm.

Fees:

- BSA Registration Fee \$ 81.00 per year
- Troop 440 Fee \$120.oo per year
- Scout Life magazine (optional) \$24.00 per year
- Class B T-Shirts (set of 5) \$65-80 per set

Con't Troop 440 and 444 Summary

Troop 440 Facebook Page

https://www.facebook.com/groups/222579934452655

Troop 444 Facebook Page

https://www.facebook.com/groups/2267247743523878

Troop 440 - Troop 444 - Crew 440 Website

https://www.troopwebhost.org/Troop440Houston

Band App - By invitation only

Troop Uniform Requirements

Troop 440 and 444 are full uniform troops: Scout shirt, Scout pants, Troop 440/444 Neckerchief and slide (provided by the troop), Scout belt and appropriate Scout shoes or Hiking Boots.

National Website: www.scouting.org

Council Website: www.samhoustonbsa.org

District Website: http://phoenix.shac.org



Each of the forms below are clickable and printable.

Please print, fill out and turn them into the Scoutmaster or Assistant Scoutmaster.

Attachments:

Medical Form A

Medical Form B

Medical Form C

Non-prescription Medication Form

Camping List FAQ

Official Placement of Insignia on Uniforms

* Not attached - Youth Application