

Troop 73 Orientation Package



Welcome to Boy Scout Troop 73!

Over 3 million boys and girls participate in Boy Scouting nationwide, and 3,100 of them are here in Marin Council, almost 40 right here in Troop 73! We will do all we can to help your son grow and learn, and we have a great team of other concerned parents helping. We want you to understand that team, and how you can play a role as well.

This Orientation package will give you and your son some important information about Boy Scouts in general, and about our Troop in particular. We also have Orientation meetings for both Scouts and parents, where we will go in depth on the topics touched on here, and give you a chance to meet the other Scouting families in person.

We have a set of Troop expectations, which we will ask you and your son to acknowledge and live up to. These include appropriate language and other behavior which all contribute to the Scouting safe haven. It is included in this package – please review that with your son, sign it, and return to us at your convenience

Again, welcome to Boy Scouting and to Troop 73. Let's have some fun!!

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Troop Structure

Chartered Organization

Every Boy Scout unit has a "Chartered Organization" which is its official sponsor. Ours is Good Shepherd Lutheran Church of Novato, whose pastor is Paul Gravrock. Another important person is the chartered organization representative, Bill McKinley, who is Good Shepherd's Youth Group Leader. Good Shepherd Lutheran Church and its congregation provide us with a place to hold our meetings and store some of our equipment. They also serve an important oversight role, since as our chartered organization they have the authority and responsibility to oversee the entire Program.

Troop Committee and Assistant Scoutmasters

The Troop Program is implemented nearly entirely by the boy leadership of the Troop, with guidance from Ed Keller and his strong team of Assistant Scoutmasters. The Scoutmaster team draws support from our very active Troop Committee, which is made up of parents of boys in the Troop. The Troop Committee is responsible for "back office" support to the boys and the Scoutmaster corps, including event coordination, planning, fundraising, supervision of food shopping, equipment maintenance, driving, and more.

Scoutmaster Team

Ed Keller Scoutmaster

Assistant Scoutmasters

Mark Ayala
Darrell Cox
Fred Deneau
John Ebey
Mark Fogelman
Dave Gooder
Rolf Hartley
Dan Hixenbaugh
Craig Hoefler
Matt Keller
Mathias Lamers
Will Lamers
Richard Lavine
Steve Mani
Tony Mei (Eagle Advisor)
Jeff Pearce
Andy Podshadley (Commissioner)
Toomas Rohtla
Joe Shoemake
Rick Sturm
Glenn Williams
Aric Wilmunder

Troop Committee

Elizabeth Rohtla Committee Chair

Committee Members

Marilyn Austin Committee Member
Cindie Carrell Fundraising
Janice Deneau Outdoor Activities
Coordinator and
Training Chair
Robin Donoghue Committee Member
Melinda Ebey Fundraising
Dana Hixenbaugh Advancement Chair
Susan Parker Hoefler Committee Member
Karen Keller Committee Member
China Lamers Summer Camp Chair
Vince Lattanzio Equipment Manager
Bea Parker Secretary
Katharine Rittenburg Treasurer
Michelle Sitton Committee Member
Matthew Trout Committee Member
Rob Wainwright Committee Member
Steve Webster Committee Member
Tanya Weiss Committee Member

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The Patrol Leaders' Council (PLC). The Patrol Leaders' Council, not the adult leaders, is responsible for planning and conducting the Troop's activities. The Patrol Leaders' Council is composed a Senior Patrol Leader, Assistant Senior Patrol Leader, Patrol Leaders, Troop Guides.

Youth Leader Roles and Responsibilities

The primary leadership positions relate to the Troop organization: we have three or four patrols at any given time, each with eight or nine boys, and each patrol has a Patrol Leader and an Assistant Patrol Leader. Together, these patrols make up the entire Troop.

The Patrol Leaders and Senior Patrol Leader are elected positions, while the rest are appointed.

Senior Patrol Leader - top youth leader in the Troop. He leads the Patrol Leaders' Council and, in consultation with the Scoutmaster, appoints other youth leaders and assigns specific responsibilities as needed.

Assistant Senior Patrol Leader - fills in for Senior Patrol Leader in his absence. He is also responsible for training and giving direction to the Quartermaster, Scribe, Troop Historian, Librarian, and Instructors.

Junior Assistant Scoutmaster - a Scout 16 or older who supervises and supports other boy leaders as assigned.

Troop Guide - advisor and guide to a new Scout Patrol.

Patrol Leader - gives leadership to members of his patrol and represents them on the Patrol Leaders' Council.

Assistant Patrol Leader - fills in for the Patrol Leader in his absence.

Den Chief - works with a Cub Scout Den as a guide.

Troop Historian - collects and maintains Troop memorabilia and information on former Troop Members.

Librarian - keeps Troop books, pamphlets, magazines, audiovisuals, and merit badge counselor list available for use by Troop Members.

Instructor - teaches advancement skills to Troop Members.

Quartermaster - responsible for Troop supplies and equipment.

Scribe - the Troop secretary.

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Boy Scout Ranks

There are seven ranks in Boy Scouts, in three groups.

- The first rank after joining is Scout.
- The lower ranks are Tenderfoot, Second Class, and First Class.
- The upper ranks are Star, Life, and Eagle.

A Boy Scout can be working on several ranks at the same time. This is different than Cub Scouts, where he could only work on one rank at time, such as Wolf or Bear. We've assigned several Assistant Scoutmasters to be in charge of advancement for the group of boys working towards each separate rank.

We use a computer software program called Troopmaster, which lets us record the date on which every single requirement for every rank was accomplished, plus merit badges, attendance at meetings and outings, Service Project hours, nights camped, miles hiked, and any other facet of the Scouting Program. This way, we know at any time which boys need to work on certain requirements, and we use this to help us plan meetings and outings. This does not replace the Scout Handbook as the official sign-off record in our Troop. **Your son is still responsible for keeping track of accomplishments in his Handbook, which is ultimately the official record.**

Scout:

The rank of Scout should be achieved within the first week of joining the Troop. It simply involves reciting the Pledge of Allegiance, Scout Oath and Law, Motto, Slogan, Outdoor Code, describe the Scout patch and demonstrate Scout sign, salute, handshake, tying the square knot and reviewing the youth protection pamphlet in the handbook. If your son earned the Arrow of Light award in Webelos, then he has already fulfilled many of these requirements for the rank of Scout.

The Lower Ranks:

Tenderfoot, Second Class, and First Class each contain 10 to 12 sets of requirements in areas such as First Aid, Knots, Map and Compass work and other outdoor skills. Each rank also requires active participation. It is impossible to earn these ranks without going on outings. As a famous saying goes, "Outing puts the fun in Scouting."

After the requirements for each rank have been completed, your son will have a Scoutmaster's Conference. This involves a brief review of the things your son has learned while fulfilling the requirements for a rank, but is not intended as a test – it's more a summary of accomplishments. It also includes a goal setting session for moving on to subsequent ranks and leadership positions.

After the Scoutmaster's Conference, your son will participate in a Board of Review, which is another interview. A panel of three members of the Troop Committee conducts the BOR. The Board of Review, like the Scoutmaster Conference, is not a test, but a growth experience. Our Troop emphasizes the positive aspect of these meetings with your son, which provide excellent

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experience for later job interviews, etc. We expect a candidate for advancement to show up in complete uniform for Scoutmaster's Conferences and Boards of Review. He should also be ready to recite the Scout Oath, Law, or any of the other fundamentals at every Conference or Review. Always remember the basics!

The Upper Ranks:

Star, Life, and Eagle, unlike the Lower Ranks, do not include specific knowledge requirements. Instead, each requires your son to earn several merit badges; to hold a leadership position for several months; and to participate in lengthier Service Projects. Your son will earn some merit badges as part of a group -- frequently at summer camp. However, merit badges are designed to encourage self-motivation and contact skills -- again, important for later life.

The normal approach to earning a merit badge is for your son to select one; obtain a list of Merit Badge Counselors from the Scoutmaster, an Assistant Scoutmaster or librarian; choose a Counselor; and then call that Counselor to request his support and arrange a meeting. Most merit badges involve a few meetings with the Counselor -- the number varies.

Youth Leadership Training:

To help your son prepare for these leadership opportunities, Scouting provides several levels of training. The first is simply being a member of the team -- in the case of Scouting, we call the team a Patrol. But the concept is the same as teamwork in any situation: all team members must do their part to help the group reach its goals. Observing how individuals' behavior contributes to (or detracts from) the patrol's success are important lessons.

The next level is called Troop Youth Leader Training. We conduct this training for all new youth leaders.

The third level is National Youth Leadership Training provided by Marin Council, also known as "Brownsea". This is a weeklong program and is taught by older Scouts from around Marin County, under the supervision of two or three veteran Scoutmasters from the Council. Scouts who are at least 13 years old and who have attained at least the rank of First Class may attend this training. During the week Scouts are taught leadership skills through activities, presentations, challenges, and audio/visual support. The training models life in a troop with regular meetings, presents Patrol Leader Council meetings and leads up to an overnight outpost campout experience. This "Quest for the meaning of leadership" focuses on the four stages of team development. One of the challenges involves using GPS receivers for a geocache game. Scouts not only gain confidence and knowledge but also a "Toolbox of Skills" that equips them with the "how" of leadership.

There are even more leadership opportunities available in Scouting: Your son could serve on staff at the Brownsea training as a 14 to 18 year-old, or as camp staff for Cub Scout Day Camp or Boy Scout Summer Camp.

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Training for Adults

One of our Troop's great strengths is our large group of uniformed leaders. Each of these volunteers attends several levels of training, and we encourage all parents and Committee Members to attend some training as well. Here are the basic levels of training, and our recommendations for who should attend what.

Online Youth Protection Training – through the Marin Council website – all registered adults. <http://www.boyscouts-marin.org/> Print out your certificate and bring to the Training Chair.

Fast Start: This is a 90-minute discussion session within the Troop including a videotape, and supplemented by this Troop specific welcome package. This is your basic introduction to Scouting, and covers all principles of U.S. safety Troop organization and operation. It is highly recommended for all Troop Committee Members and available on-line through the Marin Council website.

Scout Leader Essentials: This is a 90-minute session led by a volunteer from outside the Troop (at the Council level), which introduces you to how the Council supports our Boy Scout Troop, and reinforces some of the material from Fast Start Training. It is recommended for all Troop Committee Members and required for all uniformed leaders.

Boy Scout Leader Specific Training: This is an eight hour session, usually taught on a Saturday in spring and fall, which covers organization and some rank advancement info. It is recommended for many Troop Committee Members, and required for all uniformed leaders.

Boy Scout Leader Outdoor Skills Training: This is a two-day, overnight camping session, usually held once each year. It goes into further detail on the rank advancement requirements, and involves practical application of the skills your son will learn for Tenderfoot, Second Class, and First Class ranks. It also involves splitting the adults up into patrols, just as the boys are grouped into patrols to run the Troop.

Woodbadge: Wood Badge is the ultimate in adult leader training. Originated by Lord Baden-Powell, the founder of Scouting, Wood Badge is designed to offer Scouters the opportunity to learn leadership and Scoutcraft skills in an outdoor camping environment. Through living and working the Scouting Program, using the Patrol Method, you develop a knowledge and understanding of the skills you need to be successful in your Scouting job. Marin Council generally offers Wood Badge once per year on a rotating cooperative basis with other adjacent councils. The course consists of either two weekend camps or one weeklong session, followed by up to two years of individual work.

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Troop Logistics

Schedule

Troop meetings are held Mondays, at Good Shepherd Church, from 7:00 p.m. to 8:30 p.m. Please do not leave your Scout alone at the Church until you know an Adult leader is present, and please be back no later than 8:30 p.m. to pick him up. The adult leaders cannot leave until all Scouts are picked up, and we encourage you to come into the meeting for a few minutes to catch the Troop in action! Alternatively, you can carpool with other Scouts if your evening schedule makes it difficult to accommodate timely drop-off and pickup on Mondays. Let the Committee Chair know if you would like to organize carpooling in your neighborhood.

There are exceptions to the above schedule so please check the Troop calendar frequently; it is distributed when updated and is always accessible at our website:

<http://www.sage-insight.com/troop73>

The calendar lists all our Troop meetings, PLC nights, outings, and more. Prior to outings, we will email and distribute hardcopy information regarding the specifics of the activity, so keep up with your email and make sure your Scout turns over any handouts he gets at Troop meetings. The calendar also lists the coordinators of each event, so you can contact those individuals directly if you have questions.

Fees

Our Troop collects a registration fee from each Scout annually. This fee covers the cost of your Scout's advancement materials and awards, cost of supplies for Troop meetings, Court of Honor and other Troop-related expenses. The participants pay for the outings. The coordinators of each event submit receipts for expenses, and those expenses are divided out amongst the attendees. This is usually campground fees, food and any other reservation or rental fees. We do not reimburse for gas or mileage, but ask that Scouts who "catch a ride" with drivers other than their family provide gas money. We set the amount per outing based on length of the trip.

Once a month, you will receive a notice, either at the parent meeting, or in the mail, for any monies you owe the Troop. We ask that you either mail or hand carry your payment to the Treasurer or Committee Chair in a timely manner. **Any Scout that is significantly overdue in payment of fees will not be allowed to attend upcoming outings.**

Contact Info

For privacy reasons, we do not post our contact roster to the website, but you can always request an updated list with addresses, phone numbers and emails from the Committee Chair. Send an email to: rohtla@verizon.net requesting the Troop 73 Contact List and we'll email one right back to you!

We also have started a Yahoo Group – if you would like to be invited – go to the Troop 73 website <http://www.sage-insight.com/troop73> and click on the link – ask to be invited and once the Yahoo Groups Administrator from Troop 73 has approved you – you're in the group!

Troop 73 Behavior Expectations

Troop 73 strives to provide a quality Scouting Program to all of its members. To help accomplish this goal, our Scouts are expected to adhere to behavior standards that facilitate positive growth and learning within the Scouting Program. The same standards are expected at Scout Meetings and on outings. Troop expectations include:

1. Treat others with Respect. All leaders, adults, and Scouts are to be listened to and treated with respect. The spirit of Scouting avoids name-calling or harsh words which offend another person. Violence towards others will not be tolerated.
2. Treat property with Respect. . We are guests wherever we are, and should treat Church property and any other facilities with respect. Scouts should not be anywhere other than the meeting room unless assigned or have permission.
3. Use Language Becoming a Scout. We expect proper language in all Troop and Scouting activities.
4. Be prompt. Meetings start at 7:00 p.m. and will end at 8:30 p.m. on Mondays. Scouts should be on time for meetings and parents should be prompt in picking up their sons.
5. Avoid Detractors. Certain devices detract from the Program. These may include electronic devices, toys and other similar items. Please do not let your Scout bring these items to Troop activities. Such items may be held by the adult leaders during a meeting or outing if causing a problem, and returned to the Scout when they leave.
6. Wear the Uniform. There are 2 types of uniforms:
 - a) *Activity (Class B)* - Troop 73 "Cook It" T-shirt or other Scout shirt, Scout pants or shorts, Scout socks and belt. Some outings may allow non-scout pants or shorts depending on the activities.
 - b) *Field (Class A)* - Brown shirt (tucked in), Neckerchief, Scout pants or shorts, Scout socks and belt. To be worn at all Troop meetings, including PLC, at official Scout functions, Courts of Honor and highly visible outings. (Scouting for Food, First Aid Meet, etc.)

The Scoutmaster will evaluate the Scout's behavior regarding these rules when deciding if the Scout has shown Scout Spirit for rank advancement. If there is a behavior problem in a meeting, the following corrective measures will be taken:

- 1st Offense - Warning
- 2nd Offense - 5 minute time out
- 3rd Offense - Parents called to pick up Scout.

Scout may not be allowed to attend next outing if infractions are serious and often.

Scout and Parent should sign below and return a copy to the Scoutmaster.

Scout: I agree to follow these rules.

Signature: _____

Parent: I agree to support the Troop's Behavior Expectations and to pick up my son early if necessary.

Date: _____ Signature: _____