

Scouts BSA

Troop 29



Chartered by Morningside Presbyterian Church
Atlanta, GA

Parent/Scout Welcome Packet
July 2021
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I. INTRODUCTION

Troop 29's parent/scout new member packet is designed to give parents and Scouts an idea of expectations and how the Troop functions. Its purpose is not to repeat in detail information found in the Scout Handbook. The goal of this packet is to help ensure that each new family gets off to a great start in Troop 29. ***Above all, the best way to stay informed about the workings of the Troop is for everyone to be involved and participate!***

II. TROOP HISTORY & ACCOMPLISHMENTS

- Established and officially chartered February 1, 2019
- Journey to Excellence Award, Gold level 2019, 2020 and 2021
- National Outdoor Challenge Award, 2021
- One Member of inaugural class of female Eagle Scouts; Three Eagle Scouts to date

III. TROOP MEETINGS

- Troop Meetings are held Monday nights year-round- 7:00-8:30 at Morningside Presbyterian Church located at 1411 N. Morningside Dr NE, Atlanta, Ga 30306-1795. Some troop meetings may be held off site with notice. Please check our website calendar if you have any questions.
 - Once a month there will be a Patrol Leader Council (PLC) instead of the normal meeting. Only Patrol Leaders and other Troop positions of responsibility need to attend this meeting.
- Troop Committee Meetings are held monthly and will be placed on the troop calendar. All leaders and parents are welcome to attend.
 - 1st Thursday of the month, 6:30pm (unless otherwise communicated)
 - Virtual Zoom meetings:
 - <https://us02web.zoom.us/j/735112919?pwd=ak9QcmhKbk9UcnJ1RERzOG9NTHdaZz09>
 - Meeting ID: 735 112 919
 - Passcode: 29455
- Parents are encouraged to attend meetings. All are welcome to participate in any capacity (big and small) discussed in section IX.
- Troop policy is that meetings will not be automatically canceled when school is closed or dismissed early due to weather. If actual conditions do warrant a cancellation Scouts/parents will be notified via email. Decisions will be made as early as possible. When school is not in session or is dismissed early for scheduled reasons (i.e. parent/teacher conferences), Troop meetings will typically be held, except on certain holidays. These instances will be announced ahead of time by the Senior Patrol Leader. These policies may be changed on a case-by-case basis. In such instances, families will be notified as to whether or not meetings will be held.

IV. UNIFORMS

- The Official Scouts BSA Field Uniform (Class A) Shirt is the expected attire at Troop

Meetings (September – May) and while traveling. Field uniform attire is also required for Boards of Review (BoR) and Courts of Honor. The official pants are not required. A Scout belt and socks are also encouraged. ***Athletic wear is not acceptable at times when official uniforms are to be worn.*** A neckerchief/slide will be presented by the Troop when the scout joins.

- A merit badge sash may be worn with the official shirt uniform at any time to display merit badges earned, and should be worn to all Boards of Review or Courts of Honor.
- Scouts will wear the Activity Uniform (Class B) Troop 29 t-shirt to meetings during the Summer months (June – August) and these may be worn for certain outdoor and other activities as appropriate. Class B shirts will be provided to new Scouts after payment of their initial activity fee.
- Clothing Closet: We will accept any (usable) articles your Scout no longer can use to help benefit other Scouts. Please communicate to the Clothing Closet volunteer if you either have items to donate or have uniform needs.

V. HANDBOOK

- A Scout's handbook is the road map for their scouting travels. It lists all the requirements for each rank, provides a great deal of information about the skills learned for each requirement and has pages for recording completion of each requirement.
- Scouts are expected to bring the Scout Handbook to every meeting/activity.
- They should also bring a notebook with pen or pencil to meetings and merit badge clinics
- Parents should complete the Youth protection pamphlet with their Scout when they join the troop, and repeat it again when the Scout is seeking Star rank.
- Scouts should record hiking, camping, community service hours and more in the sections at the back of their handbook.

VI. ADVANCEMENT

A. RANK ADVANCEMENT.

- Scouts advance at their own pace. Participation at meetings, outings, and summer camp are keys to steady advancement.
- Parents cannot sign-off on advancement requirements. Only the Scoutmaster (SM), Assistant Scoutmasters (ASM), and Scouts First Class and above can sign off on advancement requirements.
 - Scouts must be at least one rank above the rank for which they are signing.
- Scouts must ask appropriate youth or adult leaders to sign off requirements in their Handbooks. Leaders will not seek out Scouts to sign off on requirements.
- Sign-offs of the requirements are recorded in the Scout's Handbook and in Scoutbook. It is the Scout's responsibility to contact the Advancement Chair to get completed requirements recorded in Scoutbook. We recommend that Scouts who have had new signups take a photo of their advancement pages and send it to the Advancement Chair to input in Scoutbook.

- A Scoutmaster Conference must be scheduled and completed by the Scout seeking advancement to a new rank.
- It is the Scout's responsibility to contact the Scoutmaster/Assistant Scoutmaster, with her Handbook in hand, whenever arranging for the Scoutmaster's conference, or for completing any requirements that ask for leader permission or approval. The Handbook uses the term "leader" to specify the Scoutmaster, and "Patrol Leader" or "Senior Patrol Leader" to specify those youth positions. Youth may not sign off on requirements that mention leader approval.
- Rank Advancement Requirements can be done on Troop and Patrol outings. The preparation (reading and learning the knowledge in the Scout Handbook) for the requirement should be done at home and at Troop or Patrol Meetings.

B. BOARDS OF REVIEW (BoR)

- The Board shall be made up of members of the Troop Committee and does not include a parent of the Scout being reviewed. Parents are encouraged to volunteer to serve on the Troop Committee. The Advancement Chair shall establish the date, time, and location of the BoR.
- A BoR is scheduled as needed. It is the Scout's responsibility to contact the Advancement Chair to request a BoR. The Scout requesting a BoR must have completed ALL rank requirements, including any required Merit Badges, the Scoutmaster Conference, and must have the Scout Handbook signed off BEFORE contacting the Advancement Chair and notifying the Chair of her eligibility for a review.
- The BoR is not a retesting for the rank, but a time to review where the Scout is, hear what she has accomplished while working on her rank advancement, and get feedback about how the Troop is running.
- When scheduled for a BoR, the scout will be in her Class A (field) uniform and have her scout book in hand. Failure to be in uniform or to bring the scout book to the BoR may force the board to reschedule the review. The scout must also be prepared to recite the Scout Oath and the Scout Law.
- For those Scouts passing their BoR, we will present the patch for the applicable rank and parents' pin at the next Court of Honor as part of a ceremony.

C. MERIT BADGES

- Contact the Scoutmaster for approval and issuance of a physical or electronic Merit Badge Card (AKA "Blue Card") BEFORE attending a workshop or working with a Merit Badge counselor. The Scoutmaster will provide you with the name of one or more possible Merit Badge counselors, and will discuss any concerns about doing the badge at that time.
- Obtain Merit Badge Pamphlet from the Troop Library or purchase it at the Scout Shop in the BSA Council Headquarters. (Not required, but recommended.)
- Contact a "Registered" Merit Badge Counselor. (We have a list of counselors, and will provide suggestions, but Scouts can also work with other certified Merit Badge Counselors.)
- Take a buddy (a scout interested in the same merit badge) or a parent when meeting the

Merit Badge Counselor as no one-on-one contact between a single youth and an adult is permitted, for the protection of the scout and the counselor.

- Review the requirements with the Merit Badge Counselor.
- Complete the requirements, and discuss with or demonstrate for the Merit Badge counselor.
- Have the Merit Badge Counselor sign the “Blue card” or electronically sign-off in Scoutbook. (See Scoutmaster for Blue cards)
- Have a unit leader (Scoutmaster or Assistant Scoutmaster) sign the Blue card or electronically sign-off in Scoutbook.
- Turn in the completed card to the Advancement Chair or Merit Badge Counselor, if a physical Blue Card was used. If Merit Badges are completed as part of a Council event, you can send the Tentaroo report to the Advancement Chair in lieu of a blue card.
- The Merit Badge is complete when all signatures are received, and the badge will be awarded at the Troop’s next Court of Honor.

D. COURTS OF HONOR (CoH)

- Provides an opportunity for public recognition for scouts advancing in rank and earning awards.
- Typically held three to four times a year.
- Usually includes a dinner where the troop provides the main course and the troop members bring a potluck item to share. (That is up to leaders to decide.)
- Scouts and their families may invite anyone they wish, within the headcount allowed by the charter organization.

VII. CAMPOUTS AND OTHER OUTINGS

- Outings and campouts are scheduled during the Patrol Leaders Conference and the details distributed via email.
- RSVPing for outings is *required* and occurs in Scoutbook.
 - RSVPs will include deadlines with outings that require advanced booking necessitating RSVPs further in advance.
 - Every Scout should RSVP in Scoutbook, whether they plan to attend or not, enabling Scouts to plan their part of the outings with certainty of who is participating.
- All adults attending Troop campouts are required to have current Youth Protection Training. (YPT-2)
- Families are welcome, subject to the following:
 - Do not interfere with the Leader/Scout “chain of command”.
 - Adults need to have completed Youth Protection Training (YPT-2) to attend campouts other than designated family outings, although it is also encouraged for those activities.
 - Parents must follow BSA tenting rules as set forth in the Guide to Safe Scouting (Scouts are not permitted to share a tent with adults, including their own parents.)
 - <https://www.scouting.org/health-and-safety/gss/>

- Siblings are invited on some outings, upon decision of the PLC. Scouts may bring a non-Scout friend in a “recruitment” capacity, with permission from the Scoutmaster.
- If younger siblings are present, the parent will not be considered to be in a “position of responsibility” for that outing since they’ll have split attention looking after the sibling.
- Scouts and adults plan menus by patrols one to two weeks in advance of the campout.
- The assigned patrol Grubmaster will buy the food from the patrol menu and be reimbursed by the patrol members. (The role of Grubmaster will rotate among the patrol members.)
 - Standard outing food expense is \$15 per Scout.
 - All Scouts pay \$15 as part of the fee for the outing with this fee included in Scoutbook expenses owed.
 - The patrol grubmaster buys the food within the \$15 per person budget, and email receipts to attltroop29treasurer@gmail.com for reimbursement.
 - Receipts are due to the Treasurer within one week of outing.
- Scouts prepare their own food with appropriate guidance/safety assurances from leaders.
- Items from the patrol bins will be cleaned and returned to their proper designated area before leaving the campsite.
- When returning from a campout, return to the location designated for that particular outing to be picked up.

A. CAMPING EQUIPMENT

- Refer to Scout Handbook for detailed information.
- Appropriate clothing and shoes/boots for forecasted weather.
- Appropriate bedding for forecasted temperatures. (The troop recommends a 25-30 degree sleeping bag if only one bag is desired.)
- Mess kit or other table service.
- ALWAYS bring rain gear.
- Personal effects such as toothpaste/brush, deodorant, hygiene, etc.
- Electronics including cell phones, digital music players (MP3, ipod), TV’s DVD players, radios, CD players, etc. are only allowed during travel. They will remain in the vehicles during the campout/activity.
- Leaders will have cell phones to contact parents if necessary.
- Buddy tenting is encouraged for all youth under First Class, and troop tents will be used when available. Scouts who have reached First class may choose to tent individually, or to use appropriately-sized personal tents or hammocks
- For tenting, buddies must be within two years of each other’s age.
- Families and youth who are not comfortable with buddy tenting may speak with the Scoutmaster to obtain permission for solo tenting.

B. HEALTH FORMS

- All scouts and all family members are required to provide the Troop with a Health Form prior to attending any campout/outing with the troop. Parts A and B are required for all outings. Part C is required for any outing lasting over 72 hours.
 - <https://www.scouting.org/health-and-safety/ahmr/>
- A photocopy of the family insurance card is also required.
- These should be turned in to the Troop Health Form Coordinator.

C. SERVICE PROJECTS

- In keeping with the Scout Oath and Law, Troop 29 participates in service projects each year. These will be announced as needed.
- Service hours are required in different amounts determined by rank requirements. Scouts should discuss in advance with the Scoutmaster to make sure they meet the requirements for service and/or conservation hours..

VIII. TROOP FINANCIAL INFORMATION

A. FUNDRAISING AND SCOUT ACCOUNTS

- Troop 29 may decide to participate in the Atlanta Area Council's annual popcorn sales in the fall of each year, as well as additional money-earning opportunities. A portion of the Scout's sales (decided on a per event basis) is dedicated to the troop, and the remainder of sales above and beyond that amount may be used to pay for that individual's registration to BSA events. Scouts need to participate in fundraisers in order to pay for Troop expenses.
 - All figures are under the guidance of the Troop Committee
- Troop 29 will also be looking at other ways to fundraise to support the troop. Suggestions and help from all parents are welcomed.

B. FINANCIAL POLICY

- All Troop money matters must be presented to the Troop Committee for approval.
- A quorum of five (5) Committee Members is needed to conduct Troop business. A simple majority is required to pass a proposal and/or disburse Troop money.
- The Treasurer will report monthly in writing as to the financial status of the Troop to the Committee.
- All Committee-approved expenditures will be paid for by a check signed by the Treasurer and/or one other designated person or transferred by electronic means, such as PayPal.

C. TYPICAL EXPECTED EXPENSES

1. FIXED EXPENSES (paid for by the Troop)
 - Neckerchief/slide, shoulder loops, troop numerals, Rank advancement patches/pins, merit badge patches, patrol patches (If you lose one, you will have to replace it), handbooks, and Class B t-shirts, as voted on by the troop.
2. OCCASIONAL EXPENSES (paid by Scout/Parent)
 - Official BSA uniform shirt, uniform appropriate pants/ shorts or skort, and a MB sash.- hat (optional), belts, uniform pants, Merit Badge University attendance

fees, occasional meals for outings, Scout Camp incidentals, high adventures, and other non-campout events.

- Scouts have always been encouraged to pay their own way, to the extent possible, for their activities. Scouts that participate in annual fund raising will be able to reduce their out-of-pocket expenses, and those of their families. (Financial assistance is available on an as-needed basis.)

3. OUTING EXPENSES (paid by Scout/Parent)

- Campouts – typically a nominal fee for camping depending on the location. (\$25-35; higher with a special activity)
- Summer Camp – Each summer, the Troop will attend one of the Boy Scout Summer Camps that are available in our area. The date of this one-week outing can be found in the Troop Calendar and will be announced in emails and meetings. (approximately \$300-350 per scout and \$190 per adult/leader)
 - Cost to be determined as depends on the location.

D. TROOP DUES (paid by Scout/Parent)

- Annual dues are due in November and only apply if the scout is NOT registered in Cub Scouts. Dues cover BSA fees, and subsidizes the awards she earns. If you have more than one scout in the troop, your dues would be reduced.
- Fees for one year of Scouting are as follows:
 - National Membership fee of \$75/year (prorated for fall registrations) for all youth and \$45 for adults
 - \$1/month for Scout Life magazine, if the Scout chooses to subscribe
 - One-time new registrant fee of \$25 collected by BSA during online registration for all first-time members of BSA.
 - A \$60 new member fee will be collected by the troop to pay for handbook, neckerchief, ceremony supplies, t-shirts, etc. This is collected at crossover for members transferring from Cub Scouts, or after registration for new Scout members. After their initial year, annual dues of \$55 will be collected, to pay for meeting expenses.
- The renewal fees for the following calendar year will be collected in November.
 - For 2022, the membership + activity fees = \$130 for youth and \$50 for adults

IX. PARENT OPPORTUNITIES/EXPECTATIONS

- Troop 29 has an expectation that each family will assist the Troop in some manner.
- Many small and large opportunities for parental involvement exist.
 - Larger roles include, but not limited to, the following:
 - Troop Committee Members
 - Troop Committee Chairs, such as Fundraising, Treasurer, Outing and Community Service, among others
 - Assistant Scoutmasters
 - Merit Badge Counselors

- Smaller role examples include helping with
 - Courts of Honor
 - Camping/Trip Chaperone
 - Individual Fundraisers
 - Clothing Closet
 - Boards of Review through the Troop Committee
- Available troop roles will be discussed after we receive a parent talent survey from each parent. Several one-time volunteer opportunities will also be presented throughout the year for those who cannot commit to a larger role.
- Troop 29 also encourages all parents to become registered leaders. Level of involvement as a registered leader is up to the individual. No matter how much or how little time you have available, we have ways for you to contribute **AND WE DO NEED YOUR HELP!**
- Parents are expected to drive to and from outings on a case-by-case, as-needed basis.

A. SCOUTS BSA VS. CUB SCOUTING

- Scouts BSA is very different from Cub Scouts. The Scouts control their own destiny regarding planning of outings, campouts, and most other activities. Parents should allow the Scouts to make their own decisions, subject to safety and other guidelines. Parents should not interfere with the Scout “chain of command”, as defined by the BSA, except where safety is involved. Some of their decisions will not be good ones. This is how they learn responsibility, teamwork, and leadership.
 - Allow them to fail safely.
- Parents are encouraged to advise, consult, encourage, enable, poke, prod, and otherwise motivate the youth, but should not make their decisions for them nor do their work for them.

X. ORGANIZATION

- The Troop Committee (TC) is responsible for conducting the business of the troop, setting policy, and helping the Scoutmaster and Scouts with the outdoor program and other planned activities.
 - The TC also has the responsibility to provide adults for Boards of Review.
- The Scoutmaster is the adult responsible for working directly with the Scouts to help them create the program for the troop. The Scoutmaster trains youth leaders to run the troop by providing direction, coaching, and support, and by facilitating the Introduction to Leadership Skills course, which is required for all youth taking a position of responsibility.
- All youth will receive training and mentorship from adults within the troop.

XI. TROOP COMMUNICATION

- BAND is Troop 29's primary method of communication.
 - Located at <https://band.us/en>
 - Weekly adult communications about meetings and outings.
 - Youth communications- in Scouts BSA, the youth are responsible for themselves, and youth will communicate with other youth, while the adults communicate with

adults & with the Patrol Leaders' Committee. The youth are currently experimenting with using text-based messaging among themselves.

- Calendar events and sign ups are also in BAND
- Payments through Scoutbook.
- Please abide by Youth Protection guidelines for all communication. This means that there should always be at least two adults on any communication with youth. Youth should CC a parent when communicating with adult leaders.

➤ Scoutbook may be reached at scoutbook.scouting.org

XII. LOCAL BSA CAMPS

- Bert Adams Scout Camp
 - 218 Scout Road
 - Covington, Ga 30016
- Woodruff Scout Camp
 - 31 Woodruff Drive
 - Blairsville, Ga 30512
- Camp Allatoona Aquatics Base
 - 200 Lovingood Drive
 - Woodstock, Ga 30189
- Council Service Center/Scout Store
 - 1800 Circle 75 Pkwy SE
 - Atlanta, GA 30339
 - (Uniform needs)

XIII. Troop 29 Roles and Functions

➤ **Key Three**

Chartered Organization Representative: Lloyd Prince

Scoutmaster: Amber Ackerman

Troop Committee Chair: Lewis Cartee

➤ **Programming**

Scoutmaster: Amber Ackerman

Assistant Scoutmasters:

1. Wendy Beyer
2. Debbie Cartee
3. David Cox
4. Chris Galbraith
5. Ron Heine
6. Kelly Nichelson
7. Logan Pool
8. Miranda Smith
9. Savannah St. Germain
10. Theresa Stowe
11. Michael Strange
12. Sarah Winget

➤ Troop Committee Functions

1. Activity Beads - Jennifer Kabow
2. Advancement Chair - Nicole Gregoricus and Alison Lehnherr-George
3. Calendar Coordinator - Jennifer Kabow
4. Community Service Chair - Betsy Quinn
5. Consumables Purchasing (camp stove fuel, dish detergent, etc.) - Chris Galbraith
6. **Court of Honor Coordinator**
 - a. **Eagle Court of Honor**
7. First Aid Coordinator - Jeremy Ackerman
8. **Fundraising Chair**
 - a. **Online passive sales coordinator**
 - i. Coffee
 - ii. Socks
 - b. Camp Cards Coordinator - Lewis Cartee
 - c. **Popcorn Kernel**
 - d. Babysitting Adult Lead - Jennifer Kabow and Anne Cutler
 - e. Yard Sale Adult Lead - Jennifer Kabow and Debbie Cartee
9. Health Forms - Debbie Cartee
10. Life to Eagle Coach - Jeremy Ackerman
11. **Merit Badge Troop Coordinator**
12. **Merit Badge Counselor (multi - for all adult leaders)**
13. Outdoor Chair - Paul Winget
14. Recruitment Chair - BJ Alden
15. Treasurer - Chris Krauth
 - a. **Treasurer Assistant/Apprentice**
16. **Training Coordinator**
17. **Transportation Coordinator**
18. Uniform/T-Shirt Closet - Theresa Stowe
19. Web Design - Runako Godfrey