

Troop 42

We Lead the Way



Troop Guidebook

2023 – 2024

Our 66th Year of Scouting

Redwood District
Pacific Skyline Council
Scouts BSA

Table of Contents

- Troop Philosophy
- Scout Rules
- Scout Membership
- Outings
- Communications
- Parent Participation
- Expense Reimbursement
- Scout Rank Advancement
- Meetings
- Equipment
- Uniforms
- Privacy
- Hazing & Bullying
- Discipline
- Community Service
- Leadership
- Song & Yells
- Gear Checklist
- Tent Cleaning

Troop Philosophy

Troops 42 and 4042 are founded on the basic principles of the Boy Scouts of America with emphasis placed on:

- Development of outdoor and scout craft skills
- Character development
- Mental and physical fitness
- Patriotism and citizenship training
- Community service
- Rank advancement
- Scout led -- adult supervised
- Patrol based
- Cooperative Scout and family effort and involvement

Expectations of Scouts and Parents

After entry into the Troop [**Troop 42 (boys led troop)** or **Troop 4042 (girls led troop)**], the Troop asks each scout and a parent or guardian to make the following commitments:

As a Scout in the Troop, I commit to the following:

1. I have read and understood the Scout Oath and the Scout Law and will do my best to live by them.
2. I will help with the planning and carrying out of Troop activities.
3. I will respect and obey the direction of the Troop leaders.
4. During all scouting events, I understand that I am representing both my Troop and Scouts BSA, and I will conduct myself in a manner that gives all those around me a positive image of Scouting.

As a parent or guardian of a Scout in the Troop, I commit to the following:

1. I will support and encourage my scout to follow the commitments described above.
2. I will support the Troop's operations and participate in adult required Troop activities.
3. I will ensure that my scout's various and necessary paperwork is completed in a timely way.

Scout Name (please print): _____

Scout Signature*: _____ **Date**: _____

Parent/Guardian Signature*: _____ **Date**: _____

**Participation in any Troop 42/4042 activity constitutes acknowledgement of the above expectations whether or not scout and/or parent/guardian has signed this form.*

Scout Rules

All Troop Scouts are expected to live by the Scout Law:

A Scout is **Trustworthy** -- A Scout tells the truth. He is honest, and he keeps his promises. People can depend on him.

A Scout is **Loyal** -- A Scout is true to his family, friends, Scout leaders, school, and nation.

A Scout is **Helpful** -- A Scout cares about other people. He willingly volunteers to help others without expecting payment or reward.

A Scout is **Friendly** -- A Scout is a friend to all. He is a brother to other Scouts. He offers his friendship to people of all races and nations, and respects them even if their beliefs and customs are different from his own.

A Scout is **Courteous** -- A Scout is polite to everyone regardless of age or position. He knows that using good manners makes it easier for people to get along.

A Scout is **Kind** -- A Scout knows there is strength in being gentle. He treats others as he wants to be treated.

A Scout is **Obedient** -- A Scout follows the rules of his family, school, and troop. He obeys the laws of his community and country. If he thinks these rules and laws are unfair, he tries to have them changed in an orderly manner rather than disobeying them.

A Scout is **Cheerful** -- A Scout looks for the bright side of life. He cheerfully does tasks that come his way. He tries to make others happy.

A Scout is **Thrifty** -- A Scout works to pay his own way and to help others. He saves for the future. He protects and conserves natural resources. He carefully uses time and property.

A Scout is **Brave** -- A Scout can face danger although he is afraid. He has the courage to stand for what he thinks is right even if others laugh at him or threaten him.

A Scout is **Clean** -- A Scout keeps his body and mind fit and clean. He chooses the company of those who live by high standards. He helps keep his home and community clean.

A Scout is **Reverent** -- A Scout is reverent toward God. He is faithful in his religious duties. He respects the beliefs of others.

The Scout Law should guide a Troop Scout in all aspects of their daily life.

Scouts should always respect the person and property of every other Scout and conduct themselves in a positive manner at all Troop functions.

Scout Membership

Active membership is required for scout rank advancement.

Active Member Requirements

1. Abide by the Troop policies and procedures as documented in the Troop Guidebook
2. Attend and participate in a minimum of 4 scheduled troop meetings
3. Attend and participate in a minimum of 2 scheduled troop outings
4. Participate in the Memorial Day flags service project (planting and/or removal) - preferred, or another Troop sponsored service project
5. Participate in the Wreath Sale fundraiser
6. Pay annual Troop dues

Leadership membership is required for scout leadership position credit.

Leadership Member Requirements (Star, Life, Eagle)

1. Fulfill Active Member requirements (which count towards attendance requirements below)
2. Attend and participate in a minimum of 6 (Star) or 9 (Life, Eagle) scheduled troop/patrol meetings
3. Attend and participate in a minimum of 2 (Star) or 3 (Life, Eagle) scheduled green bar/instructor corps meetings
4. Attend and participate in a minimum of 2 (Star) or 3 (Life, Eagle) scheduled troop outings
5. Attend and participate in the troop scout leader training meeting
6. Fulfill requirements of your leadership position to the approval of the SPL and Scoutmaster
7. Actively work towards rank advancement

Any exceptions to these requirements require **advance** approval of the Scoutmaster and completion of an equivalent alternate requirement (e.g. attending two troop service projects in lieu of an outing)

Outings

1. The troop will plan a minimum of 1 outing per month from September through May. Most of these outings will include overnight campouts. All outing dates will be published in the troop website calendar as soon as they are known. Outing dates are subject to change or cancelation for weather or other reasons.
2. Each outing will have a theme and planned activities. Themes will be established during summer program planning meetings. During the year scout leaders with the approval of the Scoutmaster will work out specific outing plans including location, cost, and activities.
3. All Scouts are strongly encouraged to participate in BSA Summer Camp (Camp Royaneh). Summer camp is an annual highlight of the program and a major vehicle for rank advancement.
4. All Troop activities and outings will be conducted in accordance with current [BSA Guide to Safe Scouting](#) policies. If a participant ever feels unsafe during an event they should immediately stop and discuss their concern with a shirted leader.
5. We operate as a Troop. All outing participants will arrive and depart as one group. Any exceptions to this must be arranged with and cleared by the Scoutmaster.
6. Parents are responsible for delivering Scouts to the designated outing departure point and picking them up from the return point in a timely manner.
7. At least two adults will provide leadership for each Troop outing, one of whom must be the Scoutmaster or an Assistant Scoutmaster. Three adults are preferable (to allow an outing to continue in the event one leader has to leave for any reason). Additional leadership will be provided as necessary to ensure the Scout-to-adult ratio is consistent with [BSA Guide to Safe Scouting](#) policies. If an outing involves multiple campsites, one adult leader must be present in each campsite. **All adults participating in Troop outings must have a valid BSA Youth Protection training certificate.**
8. When camping, male and female scouts will sleep in separate tents or other sleeping facilities which will be grouped together so that male scouts will camp in one location of a campsite and female scouts will camp in another.
9. Every outing will have a single adult leader responsible for the outing (by default the Scoutmaster but can be an Assistant Scoutmaster if the Scoutmaster is not present or so chooses). This outing leader is the de facto Scoutmaster for the outing and will be treated as such by all participants.
10. All participants on troop outings must register on the troop website. For normal outings the registration cutoff is the Sunday before the outing. Registration for special outings may cutoff earlier. If fees are due for the outing, *registration is not final until fees are paid.*
11. A current [BSA medical form](#) parts A & B must be on file with the troop for a scout to attend any outing. Part C must be on file to attend summer camp or a High Adventure outing. Parents are responsible for notifying the outing leader about any significant changes in scout health or medications from what is on file with the troop. Scouts should be in good health for outings and the outing leader will have the final say as to whether scout health status is sufficient to participate.
12. All over-the-counter medication will be dispensed to scouts at outings by adults. Scouts should not pack or take over-the-counter medication on outings themselves.
13. All scout prescription and herbal medicine needs to be disclosed by the parents privately to the outing leader prior to the outing. The leader will arrange for an adult to dispense the medication or allow the scout to take it themselves at the leader's discretion. The leader must conclude all scout prescription and herbal medication can be properly managed and has no unacceptable side effects for the scout to participate in the outing.

14. The outing leader will ensure adequate transportation arrangements have been made for all participants. All carpool drivers must be age 18 and drivers and vehicles must meet [BSA Transportation policy](#) requirements. Scouts may not drive themselves to outings.
15. Best effort will be made to ensure a secure environment, but scouts are ultimately responsible for all personal gear, equipment, and belongings. The Troop and the outing leaders are not responsible for lost, stolen, or misplaced items belonging to participants.
16. Patrols are responsible for troop equipment issued to them for an outing. Each patrol will check out required equipment at the outing gear check and will be accountable for its appropriate use, maintenance and cleaning during and return after the outing. Please refer to the Equipment section in this Troop Guidebook for details about use and maintenance of Troop equipment.
17. When buying food for an outing, each patrol will stay within its allotted budget. The Scout(s) purchasing food will be responsible for obtaining reimbursement from patrol members.
18. Scouts will follow the buddy system at all times on outings. At no point during the outing will a scout leave the outing group by himself. Buddy pairs will stay with the main troop group on outings except as allowed by the outing leader. Scouts will never depart an outing without checking out with the outing leader.
19. All Scouts, including those who hold Scout leadership positions, will be assigned and perform necessary duties and chores.
20. All campout participants will respect a campsite quiet period of 10:00pm to 6:30am. Scouts are expected to retire to their assigned tents no later than 10:30pm.
21. Participants should bring some cash on outings to cover food or snack expenses to and/or from the outing.
22. Participants will obey all specific site regulations on outings.
23. Participants will adhere to [BSA Leave No Trace principles](#) as appropriate on outings, which includes the cutting of firewood. No standing or downed timber will be cut without the permission and supervision of the outing leader.
24. The only knives allowed at any troop activity including meetings and campouts/outings are pocketknives with folding blades shorter 3". Knives, hatchets and axes will only be used by scouts who have received knife and hatchet safety training and hold a valid Totin' Chip. Scouts must be age 14 or older to handle a full-size axe. Unsafe use of any of these items will result in loss of Totin' Chip whose privileges will have to be re-earned.
25. Weapons of any kind including legal firearms are not allowed at troop events per [national BSA policy](#). This includes pretend or toy weapons. Any BSA allowed exceptions must be cleared in advance with the Scoutmaster.
26. Alcohol consumption, smoking, vaping and taking illegal drugs are not allowed at troop events. Scouts engaging in these activities will be immediately sent home and subject to further disciplinary action.
27. Fireworks or other incendiary devices (other than matches and patrol box lighters) are not allowed at troop events. Unsafe use of fire will result in loss of Firem'n Chit whose privileges will have to be re-earned.
28. Mobile phones are allowed at troop events but use must be limited to appropriate camera functions and essential communication with family only. Inappropriate or excessive mobile phone or other devices use will result in device confiscation for the duration of the event. Drones and radio-control vehicles of any kind are not allowed except as permitted by the Scoutmaster.
29. Adult leaders may confiscate personal belongings not approved for or causing a problem on outings including but not limited to personal electronics, unauthorized knives, or other items at their discretion. They and the troop are not financially responsible in the event any confiscated items are lost or stolen.

30. Have fun.

COVID-19

During pandemic conditions, the Troop will follow the guidelines provided by the following institutions in order to ensure the safety of all scouts and adult leaders participating in the Scouting program:

- Scouts BSA National
- Pacific Skyline Council
- Local Health Authority (San Mateo and outing destination health authority)
- Centers for Disease Control and Prevention (CDC)

Communications

The troop endeavors to have open and effective communication between the adult leadership, scouts and parents. The primary vehicles for communication to both parents and scouts are the troop website www.troop42sm.org and e-mail or Google Groups. Please verify the e-mail address, home or cell phone and home address is current in the troop website for both parents and scouts periodically. Scouts are encouraged to provide their own email and cell phone information as this helps them take responsibility for tracking troop activity. Information is also communicated at regular troop meetings (typically after flags and during closing circle) and special parent meetings.

If you have a question, please try to answer it yourself by looking on the troop website before sending email or making a phone call to leaders. This helps keep the communications load which is significant for our large troop manageable for adult leaders. If you do need to contact a leader please look for their contact information in the troop website roster. Scouts should ask questions first to their patrol leaders.

Expense Reimbursement

All requests for reimbursement for troop related expenses must be submitted to the Troop Treasurer using the [expense report form on the troop website](#) and must comply with the troop expense reimbursement policy stated on that form.

Parent Participation

We encourage parental involvement in order to facilitate each scout getting the most out of the scouting program. We actively solicit ideas, concerns or suggestions from scouts and parents and welcome parent participation in troop operations. If you would like to volunteer please contact the Troop secretary (secretary@troop42sm.org) or the Scoutmaster (scoutmaster@troop42sm.org).

Assistant Scoutmasters serve at the invitation of the Scoutmaster and with the approval of the Committee Chair and Chartered Organization Representative. Here are the steps to becoming a shirted leader:

1. Have a discussion with the Scoutmaster about becoming a shirted leader
2. Complete [BSA Youth Protection Training](#) and email the Scoutmaster the completion certificate
3. Participate as a parent volunteer on a few troop outings
4. Receive an invitation from the Scoutmaster to become a shirted leader
5. Submit a completed BSA Adult Leader application provided by the Scoutmaster
6. Complete CA AB506 related child protection training (as required by CA state law) and fingerprinting
7. Wait for troop committee sign offs and background check to complete successfully, register on BSA website (beascout.org)
8. Purchase uniform
9. Complete BSA shirted leader training which consists of separate classroom training and weekend outdoor training.
10. Receive your Troop 42 neckerchief at a troop meeting.

Scout Rank Advancement

1. Troop activities are selected to provide ample opportunity to complete rank advancement requirements. Each scout is encouraged to reach the rank of Second Class in their first scouting year, First Class in their second scouting year and earn four merit badges per year for steady progress toward Eagle rank.
2. Scouts are responsible for monitoring and managing their own rank advancement. Scouts should bring their scout handbooks to all meetings and outings and obtain signoffs from authorized leaders or scouts for requirements as soon as they are completed.
3. Ranks through First Class may be worked on and completed simultaneously. Star, Life and Eagle ranks may only be worked on and completed after the previous rank has been earned.
4. Rank requirements must always be completed individually and never double-counted for other rank or merit badge requirements.
5. Merit badge requirements may be double-counted for other merit badges as long as the requirement was completed after the blue card assignment date for all merit badges in question and the badge requirement does not explicitly prohibit it.
6. Patrol leaders (who are Rank First Class and above) may sign off on rank requirements for scouts in lower ranks through First Class. The Scoutmaster and Assistant Scoutmasters may sign off on all rank advancement requirements for all scouts except Leadership requirements. **Leadership** requirements should be signed off by the Scoutmaster only. Adult leaders should not sign off on rank advancement for their own children. Parents may sign scout hiking, camping and service hours logs at the back of their handbook.
7. Scout advancement records will be kept current by the Advancement Chair.
8. The troop Merit Badge Coordinator will publish a list of available merit badge counselors in the troop and district and communicate various opportunities for scouts to earn Merit Badges during the year (e.g. the council STEM and Merit Badge midways) and enter these events in the troop calendar.
9. All merit badge instruction and training by troop parent merit badge counselors should be offered as an organized class open to any scout in the troop. Except for these classes and completing partialled merit badges, parent merit badge counselors should not sign off on merit badge blue cards for their own children.
10. Any Scout who has completed all of the requirements for rank advancement except the Scoutmaster conference and Board of Review may request a Scoutmaster conference. This conference must be scheduled by the Scout with the Scoutmaster during the announced calendar window for doing so (3 times per year before each Court of Honor). Scoutmaster conference requests outside this window may be deferred to the window for the upcoming Court of Honor.
11. Any Scout who has completed all of the requirements for rank advancement except the Board of Review is eligible to receive a Board of Review at the troop meeting before the Court of Honor. The composition and conduct of the review board will be in accordance with BSA and District policies and procedures. Board of Review requests at other times may be deferred to the troop meeting before the next Court of Honor.
12. Rank advancement takes effect on the date the scout completes the Board of Review and this requirement is signed off.
13. Unless otherwise specified, leadership position terms start the beginning of the scout year carry through to the start of the following year.
14. Candidates for Eagle rank will plan ahead so they have ample time for the review, modification, and approval of his proposed Eagle project by the Life to Eagle Coordinator, Troop Committee Chair and District Advancement Committee Chair prior to beginning work on the project.

15. Any concerns with Scout rank advancement not satisfactorily addressed by the Scoutmaster should be taken up with the Troop Committee Chair.

Meetings

An annual calendar of events and meetings for reference and planning purposes will be published on the troop website by the start of each scouting year and updated as needed during the year. The troop conducts the following types of meetings:

Troop Meetings

WHO: All Troop members.

WHAT: Troop meetings are designed to set the theme for the month. At some meetings there is a guest speaker, usually an expert in the field in which they are speaking about. The meeting opens with the flag ceremony and scout inspection and ends with a closing circle.

WHEN: All Troop meetings are listed on the Troop calendar. The meetings are usually held twice a month on the second and fourth Tuesdays. The meetings start promptly at 7:30pm and end by 9:00pm.

WHERE: Troop meetings are usually held at St. Bartholomew Catholic Church located at 600 Columbia Dr in San Mateo. Troop meetings may be held at other locations from time to time for various reasons; in such an event advance e-mail notice will be provided.

DRESS: Class A uniform (see Uniforms below).

THINGS TO BRING: Your Scout book and a positive attitude.

Patrol Meetings

WHO: All Troop members.

WHAT: Patrol meetings are designed to set the theme for the month. Patrol leaders design and run their own meetings based on the theme designated by the GreenBar.

WHEN: All Patrols meetings are listed on the Troop calendar. The meetings are usually held once a month on the 1st Tuesdays. The meetings start promptly at 7:30pm and end by 9:00pm.

WHERE: Troop meetings are usually held at St. Bartholomew Catholic Church located at 600 Columbia Dr in San Mateo. Troop meetings may be held at other locations from time to time for various reasons; in such an event advance e-mail notice will be provided.

DRESS: Class A or B uniform (patrol leader preference).

THINGS TO BRING: Your Scout book and a positive attitude.

Green Bar Meetings

WHO: Scoutmaster, ASMs and all scouts with current troop leadership positions.

WHAT: All Green Bar meetings are designed to provide a time for the adult and scout leadership to discuss the state of the troop and patrols and to evaluate past and future troop activities.

WHEN: Green Bar meetings are listed on the Troop calendar. They are usually held once a month on the third Tuesdays. The meetings start promptly at 7:30pm and end by 9:00pm.

WHERE: All Green Bar meetings occur at Bartholomew Catholic Church.

DRESS: Casual

Troop Committee Meetings

WHO: The Troop Committee is the Troop's board of directors and supports the Troop's scouting program. It is composed of the Chairperson, Secretary, Treasurer, Outdoor Activities Chair, Advancement Chair, Equipment Coordinator, Transportation Coordinator, Recruitment Coordinator, Fundraising Coordinator, and Training Coordinator.

WHAT: Troop Committee meetings deal with the Troop's general operation and other issues that arise.

WHEN: All Troop Committee meetings are listed on the Troop calendar. The meetings occur monthly on a date selected by the Troop Committee Chairperson from 7:30 p.m. to 9:00 p.m. Meetings may be added or cancelled at the discretion of the Troop Committee Chairperson.

WHERE: Troop Committee meetings normally occur at St. Bartholomew Catholic Church.

Parent Meetings

WHO: The Troop Committee Chair heads parent meetings as needed during the year which all scout parents are invited to.

WHAT: Parent meetings provide important information about the Troop and Troop activities. There may be discussion regarding Troop operations and parents can provide input and recommendations on troop policy and/or operations.

WHEN: All parent meetings are listed on the Troop calendar. The troop holds an initial parent meeting early in the scouting year. Additional meetings may be announced and scheduled as necessary throughout the year to address needs of the Troop. In addition, there is a mandatory meeting in the late spring for parents of scouts attending summer camp. Parents will be emailed in advance about upcoming parent meetings.

WHERE: Parent meetings normally occur at St. Bartholomew Catholic Church.

Scoutmaster Conferences

WHO: Scouts who have all rank requirements signed off except for the Scoutmaster Conference and Board of Review.

WHAT: The scout will be reviewed on knowledge and skills for that rank. The Scoutmaster or Assistant Scoutmaster will assist the scout in achieving a successful conference. The scout should wear his full Class A uniform and bring all necessary documents.

WHEN: Scoutmaster conferences are offered 4-6 weeks ahead of each scheduled Court of Honor. The Scoutmaster will notify the troop when the window is open for scouts to register for a Scoutmaster conference on the Troop website. Scouts missing this window must wait for the next advancement cycle.

The Scoutmaster will assign a shirted leader for the Scoutmaster Conference and notify the scout, parents and assigned leader. It is the responsibility of the scout to schedule the conference on a date and time that is mutually agreeable. Parents may be required to attend the conference to adhere to BSA Youth Protection policy.

WHERE: Scoutmaster conferences usually occur at either the Scout's or the leaders house.

DRESS: Class A uniform (see Uniforms below)

Boards of Review

WHO: Scouts who have all rank requirements signed off except for the Board of Review.

WHAT: The Board of Review team consists of two or more scout parents who are not shirted leaders. Parents will be asked to volunteer for boards of review during the year and will be provided with objectives and guidelines to conduct the reviews.

WHEN: All Boards of Review are listed on the Troop calendar. These meetings are scheduled three times a year at the troop meeting before each Court of Honor.

WHERE: Boards of Review occur at St. Bartholomew Catholic Church.

DRESS: Class A uniform (see Uniform below)

Courts of Honor

WHO: All troop members and family.

WHAT: A Court of Honor is a formal gathering of scouts and parents for the purpose of awarding rank badge, merit badges and other scout awards. An Eagle Court of Honor is a special such ceremony for awarding Eagle rank. Both gatherings include a distinguished award ceremony and informational program. Mothers of scouts receiving rank badges receive a Mother's pin.

A Court of Honor is planned and implemented through a collaboration of the Scoutmaster, the Advancement Chair and the Senior Patrol Leader (SPL). An Eagle Court of Honor is planned by the family of the scouts involved with assistance from the Scoutmaster and Advancement Chair.

WHEN: All Courts of Honor are listed in the troop calendar. Three occur every year in November, February and June. A potluck or other form of dinner is traditionally served at the June Court of Honor. An Eagle Court of Honor is held after a scout has completed all requirements for the rank of Eagle Scout and may be held anytime during the year.

WHERE: Courts of Honor are held at St. Bartholomew Catholic Church. Eagle Courts of Honor are held there as well or sometimes at other venues of significance to the scouts involved.

DRESS: Dress uniform (see Uniforms below)

Equipment

1. An adult leader will be named the Equipment Coordinator (EC) / Quartermaster to oversee the equipment owned by the Troop. The EC handles repair or replacement of equipment as necessary, subject to the troop budget and as determined by the Green Bar. Also, the EC will work with the Scout Quartermaster (QM) to help him meet his position responsibilities below.
2. The QM handles the distribution and collection of all equipment for all Troop outings. For each outing the QM assigns tents, cooking gear, and other items to individual Scouts. The assigned Scout is responsible for appropriate cleaning, drying, care and return of the assigned equipment. Equipment must be returned directly to the QM or EC at a Troop meeting unless otherwise arranged with the EC. Under no circumstances should equipment be left unattended. If equipment is not returned or returned in improper condition, the EC will inform the Scout that it is overdue or needs to be cleaned.
3. Loss of or damage to troop equipment caused by negligence (such as mildew growth on a tent caused by lack of proper drying) is the responsibility of the Scout assigned the equipment. Scouts are not responsible for normal wear-and-tear of equipment.
4. The Scout QM and EC will do an annual equipment inventory during the summer and report all equipment needs to the Troop Committee before the following budget planning meeting.

Uniforms

1. The **Class A uniform** consists of the Scout shirt, pants, belt, socks, Troop 42 neckerchief & slide (no sash). It is worn at Troop meetings, Scoutmaster conferences, Boards of Review, summer camp, fundraisers and some service projects. Order of the Arrow members can add their OA sash.
2. The **Class B uniform** consists of a Troop 42 T-shirt with other casual clothes. It is worn at troop outings, summer camp and some service projects.
3. The **Dress uniform** consists of the Class A uniform plus merit badge sash (no OA sash). It is worn at Courts of Honor and other special events.

Notes:

- The uniform should be clean and well-fitting and the shirt have all appropriate patches (council, troop numbers, rank, patrol, etc.) and be tucked into the pants.
- Sweatshirts, hoodies, jackets or long-sleeved shirts should never be worn with the uniform at events. A T-shirt may be worn underneath as needed for warmth.
- All shirt patches should be worn in accordance to the [*BSA Guide to Insignia*](#). Any patches not covered by this guide (such as extra participation or temporary patches) should be worn on the back of the sash or on a separate patch vest, not on the scout shirt.
- The merit badge sash is always worn over the right shoulder.

Privacy

- All Scout and family contact information, including name, address, phone number, email, etc. is considered non-public information. It will be used without restriction within the troop for scout-related purposes but will not be distributed outside the troop without express written permission of parents.
- The troop maintains a collection of contributed photos and videos of troop events which is considered non-public information. They will be used without restriction within the troop for scout-related purposes, may be posted online [unlisted](#) (i.e. not discoverable in search engines) and may also be used for limited promotional activity such as on the public troop website page or in presentations about the troop.
- Scout medical information including BSA medical forms are distributed to shirted leaders and committee members only on a need-to-know basis only. It will not be distributed to other parents or scouts.

Discipline

1. Adult or scout leaders will handle any scout behavior problems at the time of occurrence, as appropriate. Behavioral intervention will be handled at the lowest appropriate level and done in a manner that preserves the dignity of the individual. Parents should defer to these leaders in these situations at troop events.
2. If a scout's behavior is sufficiently disruptive or dangerous, the parents of the scout will be required to come and remove him from the activity. If this happens, the Scoutmaster, the scout, and the parents will discuss a plan for behavior improvement.
3. Persistent scout behavior problems not remedied by 2 will be referred to the Troop Committee Chair.
4. Behavioral issues that are not resolved by 3 to the satisfaction of the Scoutmaster and Troop Committee Chair will result in the scout leaving the Troop.

Hazing & Bullying

Hazing or initiations are prohibited by [national BSA policy](#) and may not occur at any troop activity. Verbal, physical and cyber bullying are likewise banned. Any scout engaging in these actions will be subject to disciplinary action.

Community Service

The Troop engages in important service events during the year that both benefit our community, promote our troop and demonstrate our Scout Spirit. Active and engaged scouts participate in these activities with energy and enthusiasm. All scouts are strongly encouraged to participate in at least one service event during the year in each of these 3 categories:

- Veterans
 - Memorial Day Flags Decoration (Saturday of Memorial Day weekend)
 - Memorial Day Flags Cleanup (Saturday following Memorial Day weekend)
- Community
 - Little League Opening Day (early March)
 - Borel PTA Founder's Day (late April)
 - Hillsborough Memorial Day Parade (Memorial Day)
 - Scouting for Food (November)
- Church
 - Christmas cleaning (December)
 - Nativity setup (December)
 - Easter cleaning (April)
 - Pancake breakfast (April)
- Troop
 - Eagle projects (various times during the year)

Participation in these events counts for non-conservation related rank community service requirements and some Eagle projects count for conservation related requirements depending on the project. You can also count participation towards school or church community service hours as these organizations allow.

Please watch for events announcements from troop leaders during the year and register for the events you are able to attend. Engagement in these events builds troop camaraderie and leads scouts along a path of community service that leads to their Eagle project.

Troop Leadership

The adult leadership of the Troop is composed of the Troop Committee, the Scoutmasters (T42 and T4042) and shirted leader staff. Scout leadership is responsible for discussing, planning and executing troop activities and the Troop meetings. Adult leaders provide supervision, guidance and coaching, from the background. In this way the Scouts learn the valuable leadership skills that are one of the unique benefits of Boy Scouts.

Adult Leadership

The Troop's Adult Leadership is made up of adult **volunteers** registered with the BSAs that take official responsibility for the troop. The Scoutmaster and Assistant Scoutmasters work directly with the scouts. The Troop Committee functions in an oversight and support role to the troop. The Adult Leadership meets with the Scout Leadership group at the monthly Green Bar meetings. If the Scouts would like to change something or plan a new trip, they can present their ideas at the Green Bar meetings. When appropriate, the Troop Committee Chairman may convene a parent meeting to discuss major policy or operational changes that may be proposed. After reviewing any proposed changes and

recommendations, the Troop Committee, with the advice and counsel of the Scoutmaster, will make the final decision.

All troop registered adult leaders will complete BSA training appropriate for their positions. For Assistant Scoutmasters this includes online Youth Protection Training and Boy Scout Leader Fast Track Training, plus classroom Scoutmaster/Assistant Scoutmaster Position Specific Training, and camp-based Introduction to Outdoor Leadership Skills Training.

Current adult leaders are listed in the troop roster on the website.

Scout Leadership

Job descriptions for the Scout leadership positions are described below. All count towards Star/Life/Eagle rank advancement except as noted.

- To be elected or appointed to a leadership position Scouts must be entering their third year in scouting or later or the 8th grade or beyond, except for Assistant Patrol Leader in which case Scouts must be entering their second year in scouting or the 7th grade.
- Scouts will consult with their parents about the duties and requirements below prior to running for an elected or accepting an appointed Scout leadership position, and must commit to them upon winning or accepting the position.
- Scouts interested in running for elected SPL or PL positions must notify the Scoutmaster about their interest when the Scoutmaster emails for nominations and be approved by him to run. SPL candidates must have 2 years of scout leadership experience in any position and agree to take the BSA National Youth Leadership Training (NYLT) course by the fall troop leadership training meeting.
- More than one scout may hold a leadership position at the discretion of the Scoutmaster.
- Scouts may not hold more than one leadership position unless expressly allowed by the Scoutmaster.
- All new scout leaders must attend the troop leadership training meeting during the year.
- All scout leadership positions with the exception of Patrol Leader are for a term of one calendar year starting in September. Patrol Leaders serve for a 2-year term.
- Scouts may not receive credit for their leadership position if they consistently fail to meet position requirements or do not fulfill Leader Member Requirements (see Scout Membership above). If a scout is at risk for not receiving credit, the Scoutmaster will call a conference with the Scout, parents, and the Advancement Chair to discuss the matter.

Junior Assistant Scoutmaster (JASM): A Scout at least 16 years old that serves in the capacity of an Assistant Scoutmaster and supports other Scout leaders. Performs duties as assigned by the Scoutmaster and may work as an Instructor. Appointed by and reports to the Scoutmaster.

Senior Patrol Leader (SPL): The top Scout leadership position in the troop. Is in charge at each troop meeting. Runs the Green Bar meetings, where future events are planned and Courts of Honor where badges are awarded. Oversees the performance of other Patrol Leaders in the troop. Elected by the troop and reports to the Scoutmaster.

Assistant Senior Patrol Leader (ASPL): Assists and consults with Senior Patrol Leader in all of his duties. Fills in for Senior Patrol Leader in case of his absence. Appointed by the SPL in consultation with the Scoutmaster and reports to the SPL.

Patrol Leader (PL): Is in charge of his patrol during all Troop activities. Communicates with all patrol members, as needed, to provide information and ascertain participation in events. Organizes and holds patrol meetings. Helps to prepare and organize troop-meeting activities. Establishes a patrol name, and creates a patrol flag and yell. Elected by the troop and reports to the SPL.

Assistant Patrol Leader (APL): NOT FOR STAR/LIFE/EAGLE RANK ADVANCEMENT. Assists in planning and leading patrol meetings and activities and helps keep Patrol members informed. Leads the Patrol in the absence of the Patrol Leader. Appointed by and reports to the PL.

Troop Guide (TG): Helps and monitors new Scouts advancement requirements through the rank of First Class and functions in a way that ensures that all new Scouts feel comfortable in the Troop and that they are familiar with the process of rank advancement. Prevents harassment of new Scouts by older Scouts. Appointed by and reports to the Scoutmaster.

Bugler (B): NOT FOR EAGLE RANK ADVANCEMENT. Performs on a music instrument to open Courts of Honor and meetings. Appointed by and reports to the Scoutmaster.

Chaplain Aide (CA): The chaplain aide says non-denominational prayers on outings and at Courts of Honor. Appointed by and reports to the Scoutmaster.

Den Chief (DC): Works with a den of Webelos Cub Scouts, helps with den meetings, helps the Cub Scouts earn achievements and serves as a Scout role model for the younger boys. He also acts as a recruiter by bringing graduating Webelos into the Troop. Appointed by and reports to the Scoutmaster and the pack Webelos Den Leader.

Historian (H): The historian collects and preserves troop photographs, news stories, trophies, flags, scrapbooks, awards, and other memorabilia. Will also collect and organize information about former Scouts and leaders and make materials available for Scouting activities, media contacts, and troop history projects. Appointed by the SPL in consultation with the Scoutmaster and reports to the SPL.

Instructor (I): Teaches Scouting skills as needed within the Troop or Patrols. Appointed by the Scoutmaster and reports to the SPL.

Librarian (L): The Troop librarian oversees the care and use of Troop books, pamphlets, magazines, and audiovisuals. He checks out these materials to Scouts and leaders and maintains records to ensure that everything is returned. He may also suggest the acquisition of new literature and report on the need to repair or replace any current holdings. Appointed by the SPL in consultation with the Scoutmaster and reports to the SPL.

Order of the Arrow Representative (OA): Acts as a liaison between the Troop and its OA lodge or chapter. Promotes OA within the troop and helps plan and lead the troop OA election. Appointed by and reports to the Scoutmaster.

Outdoor Ethics Guide (OEG): Educates scouts and adults on Leave No Trace principles at troop meetings and on outings. Leads scouts in reciting and memorizing the Outdoor Code. Requires Leave No Trace Trainer certificate. Appointed by and reports to the Scoutmaster.

Quartermaster (QM): Keeps a current inventory of all patrol and Troop equipment and inspects all equipment to verify it is stored and returned after outings in good condition. Reports to Troop leadership on lost or damaged equipment and all replacement needs. Appointed by and reports to the Scoutmaster.

Scribe (S): The scribe is the Troop's secretary. He attends Green Bar meetings and keeps a logbook of the discussions. During Troop meetings he may record attendance and maintains Troop advancement records. He may be assigned to a member of the Troop Committee to help him with his work. Appointed by the SPL in consultation with the Scoutmaster and reports to the SPL.

Webmaster (WM): The Troop Webmaster is appointed by the SPL. He keeps the Troop web site up-to-date. He posts announcements and meeting minutes to the site. Post Troop Calendars, Rosters, news, photos and announcements to the web site. Make Troop web site improvements. Appointed by the SPL in consultation with the Scoutmaster and reports to the SPL.

Current scout leaders are listed in the troop roster on the website.



SONG

WE ARE THE SCOUTS OF TROOP 42
ALWAYS IN SERVICE, FAITHFUL AND TRUE
EVER SEEKING, EVER SEARCHING
WE'LL DO THE JOB WITHOUT A DOUBT

WE SEEK ADVENTURES FAR FAR AWAY
BUILDING UP MEMORIES — MORE EVERY DAY
LOYAL FRIENDSHIPS EVERLASTING
THREE CHEERS FOR 42
RAH! RAH! RAH!

A YELL

A YELL, A YELL
A GOOD SUBSTANTIAL YELL
AND WHEN WE YELL, WE YELL LIKE THIS
AND THIS IS WHAT WE YELL
AMEN, AMEN
AMEN DIEGO, SAN DIEGO, BABY IN A HIGH CHAIR
WHO PUT HIM UP THERE?
MA, PA, SIS, BOOM, BA!
TROOP 42, RAH,RAH, RAH!

GORILLA GLUE (A YELL 2) Created 2022

A YELL, A YELL
THIS IS OUR NEW YELL
ALL DAY, EVERY DAY
42 WILL LEAD THE WAY!
UP, DOWN, LEFT, RIGHT
42 WILL FIGHT FIGHT FIGHT!
NORTH, SOUTH, EAST, WEST
42 WILL DO THE BEST!
STRONGER THAN GORILLA GLUE
OOOH, OOOH, OOOH!

LION'S DEN

L-I-O-N-S... D-E-N WE SING
LION'S DEN, LION'S DEN, 42 IS KING!

FIGHT, FIGHT, FIGHT

(LEADER: WHO ARE WE?)
WE'RE THE TROOP THAT'S TOUGH AS ROCK
STRIKING AT THE ANVIL'S BLOCK
BROTHERHOOD THROUGH FIRE AND NIGHT
42 WILL FIGHT, FIGHT, FIGHT

SHOUTING, YELLING, STOMPING, SOARING
LION'S DEN ABLAZE AND ROARING
FALLING DOWN AND BOUNCING BACK
A SINGLE-MINDED FEARFUL PACK!
STEP ON BACK AND STARE IN AWE

TROOP 42, RAH, RAH, RAH!

WHITE & BLUE

WE ARE THE SCOUTS OF 42
WE WEAR THE COLORS OF WHITE & BLUE
WE HAVE FUN AT ROYANEH
(SOFT TO LOUD)
TROOP 42, WE LEAD THE WAY
TROOP 42, WE LEAD THE WAY
TROOP 42, WE LEAD THE WAY... HEY!

BE PREPARED

BE PREPARED, BE PREPARED, SHOUT, SHOUT, SHOUT
TENDERFOOT, SECOND CLASS, FIRST CLASS, SCOUT
STAR, LIFE, EAGLE, THAT'S THE ROUTE
SCOUTS ARE THE BEST, THAT'S WHY WE SHOUT!

WHAT DO YOU SAY

LEADER: TROOP 42, WHAT DO YOU SAY?
GROUP: DO A GOOD TURN EVERY DAY!
HELP OLD LADIES ACROSS THE STREET!
HELP THE PENGUINS HAVE HAPPY FEET!
LEADER: TROOP 42, WHAT DO YOU SAY?
GROUP: TROOP 42, WE LEAD THE WAY!

AMERICA

A-M-E-R-I-C-A!
BOY SCOUTS, BOY SCOUTS, USA!

4 Ks

KARO-KEERO-KORRO-KOO
RAH, RAH, RAH FOR 42!

CHEE-HEE

CHEE-HEE, CHEE-HEE, CHEE-HA-HA
42, 42 RAH, RAH, RAH!



3 CHEERS FOR CAMP ROYANEH

(SUNG TO THE TUNE OF STARS AND STRIPES FOREVER)
THREE CHEERS FOR CAMP ROYANEH
IT IS OUR GREATEST ENDEAVOR
ITS NAME, ITS VICTORIES, ITS FAME
WILL BE KNOWN FROM COAST TO COAST (COAST TO COAST!)
YOU CAN SEARCH ANYPLACE, ANYWHERE
BUT NO OTHER CAMP CAN COMPARE WITH
OUR OWN DEAR CAMP ROYANEH
WITH ALL OUR SCOUTS AND ALL OUR SHOUTS
WE HAVE A STANDARD
HEY!

DEAR ROYANEH

DEAR ROYANEH, WITH FRIENDSHIPS EVER NEW
DEAR ROYANEH, TO THEE WE'LL EVER BE TRUE
WE'LL EVER CHERISH
THY STALWART OLD REDWOODS
DEAR ROYANEH, TO THEE WE'LL BE TRUE

Gear Checklist

Here are items to remember to bring with you on various types of outings. The Scoutmaster may specify additional items to bring for specific outings.

Outdoor Essentials:

- Water bottle (filled)
- Hiking boots or trekking shoes
- Sun hat
- Sweater or fleece
- Matches (with Firem'n Chit only)
- First Aid Kit
- Sunscreen
- Flashlight or headlamp
- Map and compass
- Whistle
- Sunglasses
- Notebook & pen
- Pocket knife (with Totin' Chip only)
- Snacks

Overnight Gear (additional)

- Food
- Mess kit (bowl, spoon, fork, mug)
- Sleeping bag
- Sleeping pad
- Change of clothes
- Small towel
- Toiletries
- Bug repellent

Car Camping (additional)

- Camping chair

Troop Provided (additional)

- Tent
- Camp stove and fuel
- Cook pots and utensils
- Clean-up kit

Cold Weather Camping (additional)

- Insulated parka
- Long pants
- Long-sleeve shirt
- Long underwear
- Gloves or mittens
- Stocking hat

Wet Weather Camping (additional)

- Rain pants & jacket

Cleaning Tents

At a minimum, the tent should be:

- turned inside out,
- thoroughly shaken to get rid of any dirt and debris inside,
- turned right side in again,
- hung up until thoroughly dry (do not use dryer)

If the tent or the footprint needs cleaning, please follow these guidelines:

- Do not put either the tent or footprint in a washing machine or dryer. Doing so will ruin the tent.
- Find the largest bucket you can and fill it halfway with lukewarm water. A bucket size of a minimum of 5 gallons is recommended. Place either the tent or the footprint (not both) in the bucket. Then use your hands to gently agitate the tent or footprint. In essence, your hands will act as a gentle washing machine. Depending on how much dirt there is, you may need to change the water once or twice. Use the color of the water as a guide. If it is thoroughly brown, you will probably want to refill the bucket with clean water and agitate the tent or footprint another time.
- We do not recommend that you use any detergent. Mild soap is OK (Baby Shampoo only) but usually not necessary. If you do use any soap, you will need to rinse it thoroughly two or three times to ensure that the soap has been removed. However, use soap only if you feel it is absolutely necessary.
- Hang it out to dry. It may take a day or two to dry thoroughly. Do not use a dryer.

Thanks for your help in keeping these tents in good condition.