



Troop 7

Youth Registration Checklist and Orientation

The Boy Scouts of America have a motto that we emphasize with the Scouts from Day 1 and that is, “**BE PREPARED.**” We are here to help your Scout get a good start with the Troop. Please don’t hesitate to ask questions! Also, please check our website at <http://www.troop7bsa.com/>.

Parents’ Checklist to get your son started with Troop 7



- ❑ Go online to ‘Register a Youth’ for your scout at <https://my.bsa.us/386taa0007mb>. Use this link as it will preselect our troop for you. The link may also be found on our website under ‘New to Troop 7?’ You will be asked to create an online account for yourself before registering your youth. We will be notified when you complete the registration and will then send you an invitation to sign up for Scoutbook.

Note that, as part of the registration process, you will be asked to pay a National Boy Scout registration fee (which is currently \$33 prorated for a portion of the calendar year until the next annual registration period). You should also make sure to sign up your son for Boys’ Life magazine.

- ❑ Verify your email with Scoutbook once you receive the invitation from us. Follow the ‘Scoutbook Instructions’ found on our website under ‘New to Troop 7?’.
- ❑ Troop 7 maintains a Google email group, which we use for many communications to parents, Scouts and other friends in the community. Please let the Scoutmaster or Committee Chair know of all email addresses that you would like to be included on this email list. (Note – many families, particularly of older Scouts, opt to include their Scouts’ personal email addresses on this list; this is at the discretion of the parents.)
- ❑ All parents with the Troop **must complete** the Boy Scout Youth Protection Training course, whether you are registering as an adult with the Troop or not. Follow the instructions under ‘Youth Protection Training and Adult Registration’ [Tim, Andy renamed this document, so please update listing on ‘New to Troop 7?’ page] found on our website under ‘New to Troop 7?’.
- ❑ Complete a Boy Scout health form for your son, parts A and B, and give it to the Scoutmaster. The form can be found here:

<http://www.trcbsa.org/Resources/AnnualHealthMedicalRecord>

For summer camp, we will also require Part C (which requires a doctor’s visit). If you as a parent expect to participate in Troop camping trips and activities beyond Troop meetings (and we hope you do), we also need a health form, Parts A and B, for you.

- ❑ Review the Troop 7 Equipment Guide, which can be found on our website under ‘New to Troop 7?’. Before you start buying things, we can review this with you to help you acquire a uniform and equipment most efficiently.
- ❑ Review the [Summary of Adult Job Descriptions](#) and get involved! We ask all families to find some way to help.

- Once your son gets a Boy Scout handbook, you will see that one of the requirements for his first rank advancement (the rank of Scout, requirement #6) requires your help. Review that requirement, the Youth Protection guide at the front of the handbook, and the Cyber Chip requirements. Work with your son to complete those requirements, and report this to the Scoutmaster when you're done.
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Troop History

Troop 7 was chartered on February 14, 1914, and is the longest continually-chartered Troop in Nassau County. The United Methodist Church of Port Washington (UMC) is our Chartered Organization, and has been for the Troop's entire existence.

Troop Finances

Dues are currently \$175.00 per calendar year and are due by Jan 1st of each year. First-year boys who join the Troop from Cub Scouts pay a first-year fee of \$60 (plus paying in the first year directly online for the National registration and Boys' Life subscription). Annual dues are set each year by the Troop Committee based on the active roster and troop financial situation. They are subject to change at any time. This fee covers registration, Boys' Life, monthly camping fees, rank and merit badges, BBQ's, Holiday Chow Down, Courts of Honor, and use/purchase of assorted Troop Equipment.

Scoutbook

We employ the BSA's proprietary online troop record-keeping application for membership, advancement, training and troop leadership. You and your scout can review all of this information through the Scoutbook site. Once you have been registered with the Troop you'll be asked to verify your email and to invite your scout to do the same. The advancement information is presented in an attractive way designed to encourage growth in the program.

Troop Structure

- The Troop is overseen by the Troop Committee (adults), which supports the Scoutmaster.
- The Scoutmaster selects and trains Assistant Scoutmasters.
- The Scoutmaster represents the Green Bar on the Troop Committee.
- The Green Bar consists of the boy leadership of the Troop, and includes the following:
 - Senior Patrol Leader (SPL) Elected by the Scouts
 - Assistant Senior Patrol Leader (ASPL) Appointed by the SPL
 - Senior Patrol members Appointed by the SPL
 - Patrol Leaders (PL) Elected by the Patrol

It is the Green Bar's job to plan and run the Troop program. The Green Bar meets once per month under the direction of the Scoutmaster.

- **THE TROOP IS RUN BY THE BOYS, FOR THE BOYS!!**

Patrol Organization

Every Boy Scout Troop is made up of patrols. A patrol is a group of six to ten boys who work together as a team. Each boy counts. Each patrol should have its own program of hikes, meetings, and other activities. Each boy must get involved, as each boy is a critical component of a team and has a role to play on that team.

Note those words: "votes" □ "represents" □ "elects" □ This is the vocabulary of democracy, and the democratic way of doing things together. Every boy in the Troop, through his elected patrol leader, has a voice in deciding what the Troop does.

This is what we call the "Patrol Method." - **"TRAIN 'EM, TRUST 'EM, AND LET 'EM LEAD!"**

Meetings

Troop meetings begin at 7:30 p.m. SHARP every Wednesday at the United Methodist Church, and end at 9:00 p.m. unless otherwise announced. We share our facilities with many other groups at the church, so things may come up when we have to change or cancel a meeting with very short notice. We will notify you ASAP through the Troop email distribution. All Scouts are to remain for the entire meeting, and are to remain in the meeting area at all times. Parents should arrive at 8:50 p.m. for announcements and for pickup. All Scouts are to leave the church promptly after the meeting.

Camping Trips and Activities

The Troop will generally plan at least one camping trip or other weekend activity every month during the school year. There is no better place or opportunity for our Scouts to advance than on a camping trip. Troop dues usually cover the cost for the trip or activity. Patrol food is covered by each patrol member – usually about \$10/weekend. Each camping trip has a specific program focused on advancement, training, leadership, and most of all fun.

Summer Camp

Each year, usually in early July, the Troop attends Summer Camp at Onteora Scout Reservation in Livingston Manor, NY. The fee is less than \$500/week and includes a full program and all meals. As the boys get older, there are more advanced camping and summer program opportunities including Philmont Scout Camp, Florida Sea Base, National Jamborees, etc.

Conduct at Meetings/Troop Activities

In order to maintain control at any meeting (Patrol or Troop) or Troop activity, a certain level of discipline must be adhered to. Discipline starts with respect. It is expected that parents will instruct their sons regarding the proper conduct when visiting the Patrol Leader's home and the Troop's meeting place. We are visitors and can be asked to leave at any time. As each young man joins Scouting, he is told that being a Scout is not a right, but a privilege. You as a parent need to also be aware of this and be in full agreement with all Troop policies in order for your son to remain a member of this Troop.

At meetings and activities, the first level of discipline will be the responsibility of the Patrol Leader. If necessary, he will be assisted by either the ASPL or the SPL. Final recourse will be the Scoutmaster. The Scoutmaster may ask to have a meeting with the Scout and his parents in order to rectify a problem situation. Discipline and respect of rank will be required of every member of the Troop. Any reasonable request made by a Patrol Leader shall be acted upon. Any Scout failing to perform assigned tasks shall be required to explain his non-performance. **The Scout Oath & Law are our operating guidelines. Insolence, apathy, and laziness will not be tolerated.**

Advancement

Advancement, in Boy Scout terms, is the "art of meeting a challenge." The advancement program invites Scouts to master a challenging series of skills that prepare them to enjoy the outdoor action Scouting promises. As they master these skills, they move up through the seven ranks, each more demanding than the last. A direct result of this program is that the boy gains self-confidence, learns new skills, and makes new friends.

There are four basic steps in Boy Scout Advancement, and they apply to all ranks. They are:

- **The Scout learns.** He learns Scouting skills by taking an active hand in troop and patrol meetings. It is "on the job" training.

- **The Scout is tested.** When his leaders see that he has mastered a given skill and satisfied a given requirement, they tell him so and record his achievement by getting his Scout handbook “signed off.”
- **The Scout is reviewed.** When a Scout completes all requirements for a rank, he meets first with the Scoutmaster and then with a Board of Review comprised of members of the Troop committee. The purpose of these meetings is not to retest him, but to make sure he has met all requirements, to chat with him about how he feels he’s getting along with the Troop and its program, and to encourage him to keep advancing.
- **The Scout is recognized.** When the Board of Review certifies a Scout, he is awarded his new badge of rank as soon as possible.

For newer Scouts, parents can help by staying aware of their son’s advancement progress, helping him with skills training if you can, and encouraging him to keep going. As a guideline, for Scouts that join the Troop in the Spring, we encourage they achieve ranks as follows:

Scout by June.

Tenderfoot by the end of summer camp.

Second Class by December.

First Class by June of the next year.

Faster is not always better. While the pace for new Scouts outlined above is good for many Scouts, we want all Scouts to enjoy the Scouting program at their own speed.

One of the big differences between Cub Scout Advancement and Boy Scout Advancement is that only select Boy Scouts and adult leaders are allowed to “sign-off” advancement accomplishments. Each Scout is under the supervision of his Patrol Leader, whose role is to work closely with new Scouts and to teach them the skills required through First Class. The Patrol Leader and Senior Patrol members will then sign off on advancement once the Scout can demonstrate that he’s learned the skills. Note that parents cannot sign off on advancement requirements.

When a Scout advances to the rank of Tenderfoot, he receives a Troop 7 neckerchief. Until then, he wears his basic Scout neckerchief, given to him by the Troop when he joins.

In order to advance, a boy must show “Scout Spirit.” Regular attendance at Troop meetings and attendance at other Troop functions is expected.

Who sits on a Board of Review?

The Board is comprised of a group of adults (Committee Members) who meet several times per year (at the request of the Scoutmaster) to review Scouts who are eligible for advancement. Who are These Adults? You, you, and you. That is, of course, if you volunteer or agree when invited to be on it.

Transportation

This is one of the main areas where parents are required to pitch in and get involved. The Troop goes camping every month except during July & August. Parents must provide the rides for Scouts and their personal gear to and from these campouts. In addition, we have rafting trips, hikes, and other outdoor activities where we need your help.

Troop Communications

The Troop utilizes three primary means of communication:

- **Website:** The Troop’s website can be found at www.troop7bsa.com. The website is continually evolving, and includes access to information and forms that parents and Scouts

need, as well as a recap of trips and activities that the Troop has participated in. Put it in your favorites, and refer to it often!

- **Email:** The Troop operates a Google Group email distribution list, which is open to parents as well as Scouts (with the parent's permission). Make certain to provide all email addresses that you'd like to receive Troop communications.
- **Calendar:** The Troop maintains a Google calendar that anyone can access. [View Troop 7 Port Washington, NY calendar](#) (if you are reading this electronically). Or, you can search for "Troop 7 Google calendar." You can also access the calendar through the Troop website.

Medical Forms

These are updated every year and required for Troop Activity and Summer Camp Participation. Part C (requiring a doctor's signature) is required only for activities lasting more than 72 hours, such as summer camp. Adults participating in Troop activities are expected to submit medical forms, as well as Scouts.

Proper Equipment **(See Troop 7 Equipment Guide)**

Backpacks, closed-cell foam bedrolls, sleeping bags rated to at least 20 degrees or lower, hiking boots, official uniform, compass, appropriate clothing for the activity/weather, etc.

Parent Cooperation

In addition to fulfilling Troop transportation needs, you can help your to son maximize his Scouting experience by:

1. Making sure he has a copy of the Scout Handbook.
2. Encouraging him to attend all weekly Troop meetings.
3. Encouraging him to participate in the Patrol Method.
4. Encouraging him to participate in our Troop's monthly outdoor program.
5. Most importantly playing an active role in his Scouting experience. Scouting is a family affair.

Parents should also support Troop activities like Courts of Honor, monthly parents' meetings, and Troop fundraisers.

Over-Riding Guidelines

In wrapping up this discussion, we'll leave you with this final thought: To be a Boy Scout in Troop 7 is to live by the Scout Oath and the Scout Law. These are our governing principles.

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.

QUESTIONS, COMMENTS, OR CONCERNS?

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