

PARENT HANDBOOK

(revised May, 2008)

Introduction and Purpose

Troop 813 is chartered by the Boy Scouts of America (BSA) under the sponsorship of the Ventura County Deputy Sheriffs' Association. All of our activities and policies are in accordance with the rules and guidelines published by BSA. Adult leadership training and guidelines are also under the auspices of Boy Scouts of America.

Our purpose is to develop character, citizenship, and fitness in the youth members we serve. We do this by providing a rich program of activities and outings. The troop is organized and operated by the boys. This gives them the opportunity to develop skills in leadership, planning, communications, and public speaking. The outdoor activities serve to teach the basic responsibilities of personal hygiene, cooking, and survival skills. In addition, the boys develop social skills, as they must work together as a patrol (team) on these outings.

Troop 813 may participate in High Adventure activities. These activities may include back packing, bicycling, snow camping, gliding, rock climbing, canoeing, peak bagging and long distance hiking.

Basic Rules of Conduct and Dress

In operating the Troop, we stress the importance of being on time, appearance, and Scout spirit. It is very important that your scout arrive for meetings and outings *on time*. Being prompt is a habit which, when developed, will service him well throughout his life. Please don't you be the cause of your son's tardiness.

At meetings we require that the boys wear the full official Boy Scout uniform (Class A). This includes shorts or pants; shirt (with the appropriate insignia), socks, belt, and neckerchief with tie slide (or bolo tie if the boy has completed leadership training). A Troop 813 cap is provided at the time the boy joins, and is only required as part of the uniform at summer camp and Camporee, although if desired, it may be worn at troop meetings or outings. The uniform helps promote neatness, advancement, pride in the appearance, and a general sense of belonging. For those who come to meetings directly from sports, we have a bathroom in which they can change. On outings, the boys should always wear their Troop 813 T-shirt (Class B) unless specifically instructed to wear the full uniform. Scout spirit requires that each boy always conduct himself in a friendly, cooperative manner.

Outings

The boys in the Patrol Leader Council (PLC) meet several times a year and plan the major outings for the next few months. They have scheduled at least one outing a month. Attendance on outings is not mandatory, *but scouts who do not go on outings generally lose interest rapidly*. If you want your son to have the benefit of this program, you need to arrange your schedule so that he may attend. The Troop Committee encourages your son to have a 75% attendance record on all major outings. Calendars are released about every three (3) months. The monthly calendar is then reviewed at every monthly parent meeting (1st Monday night of every month, 7 PM at the meeting place) so that everyone may keep informed of activities planned.

Available also for you and your scout's information is a Trip Tik (a detailed description of the outing, what to bring, who the leaders are, etc.). This is usually published 3 to 4 weeks in advance of the outing. It is your son's responsibility to pick the Trip Tik up and stay informed! The Trip Tik also lists the meeting and departure times for the outing. In order to attend an outing, the boy must sign up on the sign-up sheet provided. They are posted at the meeting room. While it is the boy's responsibility to sign up, you need to remain aware of what is going on and encourage him to sign up for an outing. Payment for the outing should be done before the outing. If your son has decided to not participate in the outing and has signed up for it, it is his responsibility to remove his name from the list. If the outing has meals involved, he will be required to pay for them if he is signed up but is a "no-show" for the outing.

The following is a summary of the Troop's Guest Policy:

- Boys who are considering joining scouts can visit regular troop meetings (held at the regular meeting place) without prior approval.
- Boys who are considering joining scouts may go on outings or special day or activity trips with the prior approval of the Scoutmaster. They must attend at least one regular meeting prior to the campout or special activity.
- Boys who are friends may not go on outings.
- Generally, family camping is not encouraged except on outings specifically designated as family camping trips.

Summer Camp

We encourage all scouts to attend summer camp each year. This is a great opportunity for each scout to learn independence, organization skills and responsibility. Each scout develops his own program towards earning merit badges and rank advancements as well as having a great time in a safe environment. Some of the previous camps Troop 813 has attended are Camp Three Falls, Camp Kern, Camp Whitsett, and Emerald Bay on Catalina Island. Scouts have the opportunity to expand their outdoor knowledge, test their capabilities and enjoy the fellowship that abounds among the troop's weeklong campers.

Medical and Consent Forms

BSA requires a signed parent consent form and a medical release for each boy going on an outing. We will not take a boy on the outing without the completed form. In addition, each boy is required to have a medical evaluation every three years, completed by his doctor on a Class 2 medical form. These forms are available from the Troop Health & Safety Chairman.

All adults (especially registered leaders) going on strenuous high adventure outings need to have an annual medical evaluation completed by his/her doctor on a Class 3 Medical Form. All adult leaders going to summer camp must have this form completed.

Scout Advancement

The advancement program is one of the most important tools we have for accomplishing our goals in Scouting. You should read through your son's *Boy Scout Handbook*, paying particular attention to the sections on advancement. Another helpful resource is your son's *BSA Requirements Book*. After completing the requirements for each rank, your son will have a Scoutmaster conference to review his progress and set new goals, then a Board of Review to test his knowledge. When he passes his Board of Review, he must take his signed book to the Advancement Chairperson and see that his work is recorded and the badge is bought. Badges are usually awarded at the next meeting after the rank is earned.

Your role in your son's advancement is:

- Support and encourage him
- Be involved and know what he needs to accomplish
- Make sure that he is taking advantage of the advancement opportunities offered to him

Outings are advancement opportunities! Help him get started by being involved. Once he is advancing, back off and just observe. It is important that he learns to take responsibility for his own progress. If he becomes stagnated again, either the Advancement Chairperson or the Scoutmaster will be in touch with you to develop a strategy for getting him back on track.

Here is a basic outline of the advancement program:

Scout Rank: This is the first rank your son may complete. As a parent, you are involved in one of the requirements. In the front of the *Boy Scout Handbook* there is a tear out section about drug and child abuse. One of the requirements for the Scout Rank is that you read and review this information with your son. When you have done so, initial the

requirement in the section entitled “Joining Requirements”. Most of the other requirements are simple enough for the boy to learn and complete, in a short amount of time. He will need to seek out the Scoutmaster and present his book as soon as he is ready.

Tenderfoot, Second Class, and First Class Ranks: These ranks each have a list of specific requirements for the boy to complete. He may complete any requirements in any order up through First Class. He must earn the ranks in order, however. *Encourage your son to use his book and write in it, using it to keep track of what outings he has been on etc.*

These requirements are signed off by the scouts of the Troop who are Star or above in rank. A list of Star Scouts can be found on the Troop roster. Merit badges may be done at any time even though they are not required for any of these ranks. When he has completed all the requirements for a given rank, he must seek out the Scoutmaster or in his absence, an Assistant Scoutmaster, for a Scoutmaster Conference. After this, he must schedule a Board of Review. The Board of Review for these ranks is conducted by three or four scouts who have obtained the rank of Star, Life, or Eagle. (See Appendix A for how a boy arranges a Board of Review for Tenderfoot, Second Class, or First Class Ranks.)

Star, Life, and Eagle Ranks: The requirements for these ranks differ in that the boy is required to earn merit badges, perform service projects, participate, and develop leadership skills. There are 21 merit badges required to earn the Eagle Rank. Some badges are mandatory. When he has completed all of the requirements for a given rank, he must seek out the Scoutmaster for a Scoutmaster’s Conference. The Board of Review for the rank of Star and Life is conducted by three or four adults of the Troop’s Committee. (See Appendix B for how a boy arranges a Board of Review for Star or Life Ranks.) The Eagle Board of Review is conducted by the District Advancement Committee and two adult leaders from our Troop.

Merit Badges

Merit Badges are part of a Boy Scouting for two reasons. First, they encourage the boy to increase skills in things they like to do. Second, they challenge the boy to try out new activities that may result in fresh interests or hobbies. One of these badges may even start the boy on the path to a career.

There are over 130 merit badges offered to scouts. Information on how to earn a particular merit badge can be found by reading the *Boy Scout Requirement Book*. Each boy receives one of these when they join Troop 813. A list of Merit Badge counselors may be obtained from the Troop Advancement Chairperson. (See Appendix C.)

The troop owns a large collection of individual Merit Badge Books in their library. Scouts or leaders may check out these books by contacting the Troop Librarian. Please keep the book only as long as necessary, so that another person may have access to it.

Parent Participation

Boy Scout Troop 813 requires the involvement of parents to ensure its continued success. The first responsibility of parents is to support their son by encouraging him to participate in outings and advance in rank.

The second responsibility is for a parent from each family to attend the monthly parent's meetings. This is a major way that the Troop communicates with parents. Those who do not attend create an additional burden on the group by not being well informed.

Troop 813 has been blessed with an enthusiastic group of volunteer parents. In order to continue the success of scouts in Troop 813, we require every family to volunteer for one of the following support jobs at least once or maybe twice a year.

The support jobs are:

Outing coordinator: This job is for a selected outing only, and the coordinator need not participate in the outing. The job entails preparation of the Trip Tik, making any necessary reservation or obtaining permits, reminding the Scoutmaster and/or boy leadership of impending deadlines if any, and coordinating drivers. It is also helpful if the coordinator help promote sign-ups for the trip to the boys and adult leaders. The Scoutmaster and Committee Chairperson are available to help with questions or to relate past experience. Also, refer to Appendix D for an outline that will assist you when you volunteer for this support job. This is a quick and relatively painless job!

Trip driver: This volunteer will transport scouts to or from an outing or activity. Participation in the actual activity is not mandatory. The driver must give the vehicle's year & make, driver's license number, and amount of public liability insurance coverage (each person, each accident, and property damage). It is required by BSA that coverage limits are at least \$50,000/\$100,000/\$50,000. To volunteer for this job, sign your name on the outing Sign-up Sheet and note you will only drive.

Special Event Coordinator: This is mostly the same as the outing coordinator. Coordinators are needed for events such as the annual Popcorn Sales, Wreath Sales, and other fundraisers the Troop chooses. Also a Summer Camp coordinator is needed to process paper work, meet payment deadlines, and organize the transportation.

Program Presenter: Parents are always welcome to teach a skill, share their vocation, or talk about their hobby with the boys at a Troop meeting. This usually involves putting on a 30 to 45 minute presentation at a Troop meeting. It could also be a part of an outing. Let the Senior Patrol Leader or the Scoutmaster know what you would like to do.

Merit Badge Counselor: A Merit Badge Counselor is a person of 21 years of age that has a skill, experience, or talent, which relate to one of the merit badges He/She needs to be

registered with the Ventura County Council, and make himself available to any boy desiring to earn the badge. The counselor is not responsible for *teaching* the badge. The counselor is the primarily responsible for seeing that the boy has properly completed the requirements. Where possible, the counselor might help put on an activity or outing where the boys in our troop could learn about or sign off a requirement for the badge.

Registered Scoutmaster and Assistant Scoutmaster: These persons will go on outings and actively participate. They will make themselves available for various BSA training. Usually, but not always, this person is a trip driver also. A Class 3 Medical Evaluation Form needs to be completed by a doctor annually and kept on file with the Troop Health and Safety Chairman. This medical form is required for summer camp attendance.

Non-registered Adult Leadership: Same as above only not registered with BSA.

Troop Committee Members: In addition there is always help needed of a more permanent nature. The troop periodically needs, Quartermaster, Historian, Publicity, Secretary, Treasurer, Outdoor Chairman, Advancements, Committee Chairman, Health & Safety Chairman, Membership Chair and others as needed. It is encouraged that these persons make himself/herself available for various BSA training.

Adult Leadership Training

Several opportunities for adult leader training are offered through the Ventura County Council as other councils. Some of the opportunities offered are Boy Scout Basic Leader Training, Youth Protection Training, Wood Badge, CPR certification, First Aid certification, Safe Swim Defense, Safety Afloat, and High Adventure Leader Training. If you enjoy scouting and want to participate on a more expanded basis or even just learn more about scouting, then these training programs may be for you. Not only do you benefit but the troop does as well. Information is made available to you at the parent's meetings.

Equipment and Supplies

The Troop provides tents, stoves, fuel, and most cooking pots/utensils for the boys' use. The boys are expected to have their own backpack, sleeping bag, sleeping pad, ground cloth, and sixteen essentials. (See Appendix E: "Troop 813's Sixteen Essentials for Camping and Hiking".) The first purchase should be a set of sturdy hiking boots and proper socks. Backpacks and sleeping bags can be borrowed or rented for the first few outings. (See Appendix F: "How to Acquire Your Back Packing Equipment" and Appendix G: "Back Packing Check List".) Please go over this with your Scout. The Troop will try to provide assistance to any family who might be having difficulty obtaining these items.

One of the requirements for the boys is to put together his own first aid kit. (See Appendix E for list of first aid kit items.) *DO NOT GO OUT AND BUY HIM A READY MADE KIT!* Likewise, if the boy has been given the responsibility of procuring food for his patrol, don't do it for him! He doesn't learn anything when you do it. Friendly advice is always welcome, but let him take responsibility!

Finances

The Troop collects dues every quarter. The dues money is used to pay for awards, registration, insurance, and other miscellaneous costs. A financial report is made by the Treasurer each month. We ask that families pay their dues promptly when the statement is received. Please note: if your son's dues or outing costs are not paid in full for two quarters, any awards that are earned will not be presented until his account is brought up to date.

Those scouts that served as grub masters for an outing will be reimbursed. They will need to complete the food reimbursement form, attached with their receipts, and turn these items into the Troop Treasurer. Receipts must be turned in within two (2) weeks. Reimbursement forms can be obtained from the Treasurer, and Appendix H.

If you are an adult who provides transportation on a trip, the Troop will reimburse you for gas to and from the outing over forty (40) miles. Gas receipts must be turned in to the Troop Treasurer within two (2) weeks of the outing.

Fund-raisers

Troop 813 participates in the Ventura County Council fund-raiser: Popcorn sales. If your boy participates, all profits earned are credited directly to his account. He will then have the funds available to pay for his outings, dues, camp, etc.

Other fund-raisers do occur within our Troop. Some of the past fund-raisers the boys have chosen to do are McDonald's bucks, Christmas wreaths, and worked at a booth at the air show at Pt. Mugu. Again, the funds earned by the boy are held for him to be used for troop outing, dues, camp, etc.

Donations

Troop 813 welcomes donations from family, friends, or businesses. These funds can be directed for a certain purpose (i.e. camp scholarships, equipment, specific outings, etc.) or

put into our general fund for operating expenses (i.e. advancement patches, high adventure patches, utilities, etc.)

Friends of Scouting Program

In addition to the dues required by Troop 813, the Troop supports the *Ventura County Council Friends of Scouting Program*. Participation in this program is voluntary. Contributions made by families each year help pay for the costs of operating our local Ventura County Council Office, our Council's camp and other activities. It costs the Council about \$100.00 a year per boy to provide the training and support services we use. We encourage each family to help support this program.

Uniform Bank

Troop 813 has started a "uniform bank" for our troop members. The "bank" accepts donations of any parts of the official BSA uniform that are in good, wearable condition. Also accepted are Troop T-shirts that are in good condition. Purchasing items from the "bank" will be greatly discounted compared to purchasing new items. Success of this recycling program will of course be dependent on supply and demand. If you have out-grown items and wish to donate or are in need of an item, contact the uniform bank chairperson. All funds received from the sales go directly to Troop 813.

Appendix A

Troop 813 Board of Review Procedures for Tenderfoot, Second Class, or First Class Ranks

Ranks must be earned in order. (However, they can be worked on in any order.)

After completing all the requirements of the rank except for the Scoutmaster conference and the Board of Review, follow these steps:

Step 1

Contact the Scoutmaster and make an appointment for a scoutmaster conference. Attend the conference and have your book signed by the Scoutmaster in the appropriate location.

Step 2

Boards of Review times are usually **before** the regular troop meeting at approximately 6:15 PM. Call the Advancement Chairperson to arrange a date and time, so that he/she may contact two (2) adult troop committee members to sit on the board. Ideally, this should be completed at least one (1) week before the Board is desired.

Step 3

The scout calls and arranges for three (3) scouts from our troop that are Star Rank, Life Rank, or Eagle Rank, to be the board members for the review. (A list of eligible board of review members may be obtained from the Senior Patrol Leader, Scoutmaster, or Advancement Chairperson.)

Step 4

The scout calls the Advancement Chairperson back, informing him/her of who the three (3) scout Board of Review members are and confirming the date and time.

Step 5

The scout then prepares for the Board of Review by looking over and “studying” the requirements accomplished for the rank. Be aware that the board may even ask questions concerning requirements of a previous rank. **BE PREPARED!**

Step 6

The scout goes to the Board of Review, arriving promptly and wearing his full Class A uniform. The scout must bring his Boy Scout Handbook. Reviews last for 15 - 20 minutes.

Step 7

Upon passing the review, the board members will sign the scout’s handbook. The scout then shows the book to the Advancement Chairperson. The appropriate rank badge will then be purchased and awarded at the earliest possible time.

Appendix B

Troop 813 Board of Review Procedures
for Star or Life Ranks

Ranks must be earned in order. (However, they can be worked on in any order.)

After completing all the requirements of the rank except for the Scoutmaster conference and the Board of Review, follow these steps:

Step 1

Contact the Scoutmaster and make an appointment for a scoutmaster conference. Attend the conference and have your book signed by the Scoutmaster in the appropriate location.

Step 2

Boards of Review times are usually before the regular troop meeting at approximately 6:15 PM. Call the Advancement Chairperson to arrange a date and time. The Advancement Chairperson will make arrangements for 3 to 4 troop committee members to sit on the board. Ideally, the scout should call at least one (1) week before the review is desired.

Step 3

The scout then prepares for the Board of Review by looking over and “studying” the requirements accomplished for the rank. Be aware that the board may even ask questions concerning requirements of a previous rank. **BE PREPARED!**

Step 4

The scout goes to the Board of Review, arriving promptly and wearing his full Class A uniform. The scout must bring his Boy Scout Handbook. Reviews last for 20 - 40 minutes.

Step 5

Upon passing the review, the board member will sign the scout’s handbook. The scout then shows the book to the Advancement Chairperson. The appropriate rank badge will then be purchased and awarded at the earliest possible time.

Appendix C

How to Earn a Merit Badge

Step 1: Pick a Subject

Check the complete list of merit badges (*Boy Scout Handbook*, p. 190 - 193) and choose a subject. Talk to the Scoutmaster about your interest. Read the requirements of the merit badge(s). The requirements for earning the badge may be found in the *Boy Scout Requirements Book*.

Step 2: Merit Badge Blue Card

Get a merit badge blue card from your Scoutmaster or Advancement Chairperson. Fill it out completely. Give the blue card to the Scoutmaster to review and sign. *You cannot work on a badge with a counselor unless this card is signed.*

Step 3: Buddy System

A buddy must accompany each scout to a meeting with the merit badge counselor. This person can be another scout, a parent, a sibling, or a friend.

Step 4: Merit Badge Book

Get the merit badge pamphlet on the subject and read it. The troop may have one in their library to check out. Also the public library may have one or you may purchase one from the local council service center (Scout Hut).

Step 5: Call the Counselor

After you have obtained the signed blue card and read the merit badge book, contact the merit badge counselor and tell him or her that you want to earn the badge. The counselor may want to explain what he/she expects and start helping you meet the requirements. Always meet the counselor with your buddy.

Step 6: Meet the Requirements

Learn and do the things that the pamphlet explains. Go as far as you can to fulfill the requirements on your own. The counselor will ask you to do each requirement to make sure you know your stuff. You are expected to meet the requirements as they are stated, no more and no less. You are expected to do exactly what is written in the requirement. If it says “show or demonstrate”, that is what you must do. Just telling about it isn’t enough. The same thing holds true for such words as “make”, “list”, “in the field”, “collect”, “identify” and “label”. When you are ready, make an appointment with the counselor to meet the requirements. Take along the things you will need. If they are too big, take pictures or video. If he/she is satisfied you have completed the requirements, he/she will sign your blue card. If not, he/she will explain what you still must do.

Step 7: Receiving the Merit Badge

Give the two-part blue card to the Advancement Chairperson. He/she will get the badge for you and present it to you at the troop meeting.

Appendix D

Trip Tik Planning Sheet

The following list will help assist troop coordinators in writing the trip tik information sheet which is provided to scouts, leaders, and parents. Trip tiks from previous years are also on file and can be used to create a new one.

Trip Tik # *This is obtained from the Committee Chairperson*

Outing Name

Outing Date(s)

Coordinator(s) name and phone number

Leaders *Who are the leaders?*

Who *Who can attend?*

What *What are we going to do?*

When *When are we leaving? When will we get back?*

Where *Where are we going?*

How *How are we going to get there? How many drivers are required?*

Cut Off Dates *Final dates for signing up or paying deposits*

Pre-Trip Checks *Is there a need for a pack or equipment check? If so, when is it?*

Goals/Objectives *What are we going to accomplish (special awards, etc.)?*

Directions *Description of how to get there*

Prerequisites *What has to be done before going?*

Meals *How many? How will they be prepared?*

Cost *How much will the trip cost (food, gas, miscellaneous expenses)?*

Equipment *What is needed to take on this trip? Any special items?*

Appendix E

Troop 813 **The Sixteen Essentials of Camping & Hiking**

The items listed below are required for all Troop 813 outdoor outings unless the Trip Tik states otherwise. Each Scout should know where all of these items are in his gear at any time. The *Sixteen Essentials* is an extended version of the famous “10 essentials”.

These essentials are designed to help you to better enjoy the wilderness by being prepared. For additional equipment lists, check your Scout Handbook, Scout Fieldbook, and popular sporting goods stores.

1. Compass, liquid filled “Silva” type
2. Map of the hiking/camping area (usually provided by troop)
3. Flashlight with extra batteries
4. First Aid Kit*
5. Sun protection, including **dark sunglasses**, polarized if possible, sunscreen, spf 15 or higher (not sun tan lotion) in a small container or stick form
6. 50 feet of sturdy rope, whipped or fused on both ends
7. Plastic one (1) quart/liter water bottle (2 quarts if enough space); on some outings 2 quarts will be required; wide mouth Nalgene bottles are best but others will do
8. Signaling kit. Whistle (metal is okay but plastic is preferred) and a metal mirror
9. Fire starting kit. Kit needs to include waterproof matches and a birthday-sized candle
10. Rain gear. A poncho or better yet - waterproof pants and jacket, large trash bags as backup
11. Pocket knife (fixed blades are not permitted, NO EXCEPTIONS)
12. Toilet paper & small plastic shovel (for digging the required hole for solid waste disposal)
13. Extra warm clothing, including hat & gloves for cold camps and Sierra trips (fleece or other materials with wind stopping capabilities) NO COTTON - NO Levi type jeans
14. Emergency food (not to be eaten under normal conditions - best if factory sealed package)
Examples: power bars, gu, granola bars)
15. Insect repellent (whichever brand works best for you), stick or lotion type
16. Boy Scout Handbook, with pencil/pen and a small 3 x 5 notebook

*The first aid kit should contain at least the following items:

- 6 pain relieving tablets (Advil, Tylenol, NOT aspirin)
- 1 pair of tweezers
- 4 antacid tablets (Rolaids, Tums, etc.)
- 1 tube of first aid cream (i.e. Neosporin)
- 1 roll adhesive tape, 1” or 2” width
- 6 - 1” x 3” band-aids
- 2 sheets of “Moleskin”
- 1 needle/straight pin
- 4 gauze pads (3 x 3 or 4 x 4)
- 1 small container of itch reliever (Calamine, Sting-eze, etc.)

Appendix F

How to Acquire Your Back Packing Equipment

Introduction

Don't rush home and tell mom and dad that you have to go out and spent \$300 at Sports Chalet. It doesn't work that way. You can start backpacking with what you can find at home, rent, or borrow. As birthdays, Christmas, and rank advancement gifts happen, you can gradually improve your equipment to be lighter and more efficient. **The sign of the novice scout is the one who brings too much "stuff"**. Take the time to plan what you will use and bring only what you will need. *Read your Scout Handbook for complete information on what to bring.*

First Priority is Sleeping

The first time you need to acquire is a decent sleeping bag, ground cloth, and insulation pad. The reason for this is that you can't rent them in most places. The best bag for our use is a nylon shell "mummy" type rated for -20 degrees F. Our opinion is that synthetic fiber insulation is better than goose or duck down because it retains its insulation properties even when it gets wet and it's less expensive. When you buy a bag, find the -20 degree bag which is the lightest weight within your budget. A ground cloth is a simple sheet of sturdy lightweight plastic (tarp) about 6 x 8 feet in size. Its purpose is to protect your equipment from rocks and provide a moisture barrier between you and the ground. The insulation pad should be a "closed cell". There are many kinds to choose from, look to see which suits you. You can use any decent bag on your first outing as long as it fits on the pack or in your gear bag. Please no cotton flannel.

Sixteen Essentials are a Must

You need to assemble your sixteen essentials right away also. We ask you bring them on every outing where we go into the field. Do not go out and buy a ready-made first aid kit. They are heavy and more expensive. Assemble your own kit from your medicine cabinet and the local drug store. Pack it in a Ziploc bag or a small nylon stuff sack. If you are buying water containers, the best ones are the wide mouth Nalgene bottles. Don't buy a canteen, because they are heavy and less useful. You can start out by using the 1-quart water bottles you can buy at the grocery store.

Clothing

Initially, a good pair of sturdy hiking boots is a must. Break them in *before* wearing them on an outing by wearing them everyday for a week. Don't forget hiking socks; there are many types to choose from. We suggest some kind of synthetic combination so that the moisture is wicked away from your foot. Avoid cotton.

The best system for clothing is to use layers. Layering is the key to comfort in all conditions. Layer one is the wicking under layer: it should transport moisture away from your skin. *Cotton absorbs moisture - stay away from it.* Try synthetic long underwear that wicks moisture and dries quickly. There are many brands to choose from.

Continued on back . . .

How to Acquire Your Camping & Back Packing Equipment . . . continued

Layer two is the insulating layer. For years, it was either down or wool. Today, high-tech synthetics trap warm air, insulate even when wet, move moisture towards the outer layer and are lighter, less bulky. Fleece, for example, is an excellent insulating layer.

And lastly, the third layer, the outer shell: it is an un-insulated shell that protects you from the elements of wind, rain, snow. It keeps our inner layers dry from outside weather, yet should also breathe to allow your body's moisture to escape.

So the layers you wear are dependent upon what the outing is. When hiking, you will be too hot from exercise to wear all the layers, even in winter. In camp, if it gets too cold with all that, then you should get in your sleeping bag. For your lower body on a fair weather hike, use a lightweight (nylon) bathing suit as your shorts. *Never bring jeans*. A knit or fleece cap is important for keeping you warm or even at night while sleeping. The only extra clothing you should need are socks, underwear, and a t-shirt. You should always have a plan in mind should your insulation layer get soaked. Beware - don't bring large amounts of clothing and avoid cotton.

Pack tight

One sign of a novice backpacker is one who has loose gear hanging all over his pack. This gear makes noise, gets caught on branches, and is constantly a pain. All gear should be stowed inside the pack or tightly attached. Loose ends of cords and straps should be stuffed inside out of the way. *Never use bungee cords - they will not keep your gear tightly attached. The best way to go is to use rope or nylon straps.*

A Scout is Thrifty

Most items on the list can be scrounged. Plan and use your imagination. Look for sales at the sports shops. Shop and buy discontinued colors or last years model at places like Cheap Sports in Ventura. Order from discount catalogs. Go to secondhand shops and even the thrift stores. Take your time in assembling your gear, and take good care of it. Our outings are not a fashion show, so - go for the goofy colored rain gear!

Scouts - don't forget to ask for your sign-off when you are properly packed for an outing!

Appendix G

Back Packing Equipment Checklist

	Troop Equipment		Patrol Gear
	shovel		food
	saw/ax		stove
	water filter(s)		fuel
	large first aid kit		pots(s) with lid(s)
			fry pan
			spatula, large spoon
	Personal Clothing		scrub pad
	<i>inner layer:</i>		Camp Suds®
	thermal underwear		dish towel
	liner socks		tent per 2-3 boys (only if necessary)
	extra underwear		
	2 troop t-shirts		
	nylon swimming suit		Miscellaneous Personal Gear
	<i>insulating layer:</i>		<u>Your 15 Essentials (Appendix E)</u>
	fleece (or wool) jacket/sweater		mess kit (plate, cup, fork, & spoon)
	hiking socks (3 pair)		comb or brush
	pants (wool, fleece, synthetic)		toothbrush & toothpaste
	<i>outer protective layer:</i>		deodorant
	windbreaker/shell (water resistant/proof)		flashlight with extra batteries and bulb
	rain poncho		sewing kit
	<i>other:</i>		bandanna
	water socks/sandals		3 trash bags (large & sturdy)
	hat		chap stick
	gloves		ground cloth
			insulated sleeping pad
			sleeping bag
			camera (optional but suggested)

The above is a suggested guideline only. Allow space and weight for your patrol gear and food. Patrol members should carry an equal amount. Your pack will feel heavier after the first couple miles, so always pack as light as you can! The troop equipment is included on the list because you may need to plan for some of the space and weight.

Appendix H

Troop 813
Grubmaster Reimbursement Form

TO: Troop Treasurer

FROM: _____
(Scout Name) (Patrol)

I was Grubmaster on the trip to _____.

The trip's date(s) was _____.

I bought food for _____ adults / scouts.

It was a Backpack / Tailgate. (Please circle one)

Backpacks are allowed \$4.00 per meal per person.

Tailgates are allowed \$3.00 per meal per person.

*Troop Formula: Number of Meals X Number of Patrol Members (Attending Trip) X
Amount Allowed per Meal*

Example: 3 meals x 5 patrol members x \$3.00 = \$45.00

Your Formula: (Please write your figures below)

Please attach receipts. You will be reimbursed for the amount of your receipts. The maximum funds reimbursed will be according to the Troop 813 formula. If the amount is over, the difference will need to be collected from the participants of the outing. Remember: for full reimbursement, have your receipts turned in to the Troop Treasurer within two (2) weeks of the outing.