

Troop 713 Information Document (rev 11/28/16)

We hope the following information will answer many of your questions. Please take the time to read through everything and contact us with additional inquiries. Please review the extensive list of documents, links and library materials in the [Document Library](#) section of this website.

Our Troop

Troop/Unit: 713

<http://www.bsatroop713.com>

Council: San Diego-Imperial

District: Rancho Coastal

San Diego-Imperial Council

1207 Upas St., San Diego, CA 92103

Council Headquarters:619-298-6121

Council website: www.sdicbsa.org

BSA Scout Shop: 619-294-3806

Troop Meetings

Troop meetings are held every other Tuesdays, from 7:13 to 8:30 p.m. at St. Peter's Episcopal Church between 14th & 15th Streets in Del Mar. Patrol or Leaders meetings occur beforehand from 6:40-7:13pm. Please arrive on time with Uniform shirt tucked in and cell phones off.

Boy Led Troop

Troop 713 is a boy led troop. The Senior Patrol Leader and his Patrol Leaders Council set the events calendar for the year, plan the troop meetings, and run all of the events. Adults are present for health and safety concerns, to assist the boys in developing their leadership skills, and to perform duties that require an adult in order to meet legal or contractual reasons. The boys occasionally stumble, but scouting is a safe environment to learn from our mistakes.

ScoutBook

Troop 713 uses ScoutBook, a BSA owned cloud-based advancement tracking, event planning, and patrol communication. Enrollment in Scoutbook is required for all scouts and parents.

Membership

Whether you are a cub scout joining our troop, a transfer scout or brand new to scouting, you will need to fill out a [Youth Membership Application](#) and pay dues to the troop. Scouts need to pay their membership dues annually; we re-charter our membership in September. Members coming into the troop after re-chartering will pay a pro-rated portion of the dues.

Dues

Dues are set annually and include BSA national membership fees, insurance and troop operating expenses. Dues are currently \$75.00. There is an additional fee of \$12.00 if you want to receive the scouting magazine Boys' Life.

Uniforms

Scouts are expected to wear class A uniforms to Troop meetings including a scout shirt, neckerchief and slide, official pants and socks. Class A Uniforms are required at Troop Meetings, Council Events, and when directed by the SIC, AIC, or Scout Master for an event (Such as when traveling to & from Summer Camps). Class A uniforms can be purchased at the BSA Scout Shop on Upas St. New scouts should buy their shirts with room to grow since patches will

need to be re-sewn with each size change. Class B uniforms (the red, Troop t-shirts) are used on campouts and other outings and can be purchased from the Quartermaster at troop meetings.

Handbook

New scouts also need to purchase a Boy Scout Handbook. **This book is your only official record of your rank advancement work.** Take care not to lose it. You should bring it to all meetings for signatures for rank advancement. Much of the rank advancement work can be done at campouts. It is highly recommended that you “backup” your handbook by making photo copies of all pages with rank advancement signatures on a periodic basis (especially prior to campouts and summer camp) in case the scout loses his handbook.

Name Tags

All boys will be given a name tag that should be worn to every troop meeting. If the scout loses his name tag, he will be responsible for the cost of a new name tag. Lost name tags should be reported to the Membership Coordinator as soon as possible.

Communication

Communication within the troop is very e-mail centric. The number of troop members and the quantity of the information to be shared is beyond what can be done via telephone. Additionally, Boy Scouts is an opportunity for the boys to mature and to be responsible for their own communication with leaders and other patrol members. Part of this is checking e-mail periodically, and contacting his patrol leader if unclear on what he is supposed to do. **Parents should always allow their scouts to respond to communications on their own.** However, parents should also monitor troop e-mail traffic for events and opportunities that might be missed by their scouts. To be added to the email distribution list, please use the **Contact form**, and include your full name, address and affiliation (Scout, Parent, Leader, former Troop member, prospective Troop member).

Attendance & Participation

Scouts are expected to attend troop meetings on a regular basis. The scout is responsible for notifying the Senior Patrol Leader if they cannot attend. Scouts should also plan to attend several camping trips during the year to be considered active scouts. The annual membership agreement contains the current year’s participation requirements.

Service Projects

Each year our troop is involved with many community service projects. **Scouts are expected to complete a minimum of six hours of service per year** and are strongly encouraged to do more. Only service projects that are open for participation by all troop members qualify towards the six hour requirement (example: a troop organized beach cleanup counts, picking up trash at the beach on your own or with a different organization does not). The troop tracks all scout service hours for a yearly report.

Medical Forms

During signup, parents must complete Part A and Part B of the medical form for their scout. This form is accessible on both the troop and council web sites listed above. You may fill in the information on your computer and save the file (it is a savable .pdf file). A signed copy of parts A and B must be given to the membership coordinator with the youth membership application. For trips lasting longer than 72 hours (i.e. summer camp), a fresh part A and B will be needed, along with a Part C. If you were able to save the form on your computer, you can make appropriate changes, and print out a fresh copy for the summer camp file. You must print out

Part C for your son's physician to fill out. Part C is good for 12 calendar months after the exam. All three parts must be provided to the Summer Camp ASMs who go with the scouts.

Trips

Boys organize for trips with their patrol members to determine who will bring the supplies needed. Details of location, times, cost, and necessary equipment are included in each trip's announcement. **A Troop Permission Slip must be filled out and turned in before departure.** Direct any questions to the trip's Scout-in-Charge (SIC). It is often the case that there are more scouts than seats in cars. **Parents are expected to share in transportation duties to ensure maximum participation.** Most trips are nature orientated, so use of electronic gadgets (games, cell phones, iPods, Tablets) are prohibited at the site. Refunds on trips are not automatic and will be granted if there is any surplus remaining from an individual trip.

Safety, Safety, Safety

All registered adult leaders are required to complete Youth Protection Training (YPT), a short, web-based program. Additionally, a minimum of two qualified adult leaders are required for any event (2 deep leadership). BSA also provides background checks for our adult leaders and accident insurance for our activities when tour permits are filed with council and safe scouting guidelines are adhered to. BSA and our council also provide numerous other training opportunities on topics such as "Outdoor Leadership Skills", "Safe Swim Defense", etc. All training is highly recommended and sometimes required depending on the type of activity.

High Adventure Trips

These are more strenuous than usual trips. To participate, you must be a First Class Scout, at least 14 years old or obtain the Scoutmaster's permission. Permission is easier to get if a parent will be accompanying you. The troop plans a high adventure trek during each summer. These trips have mandatory training trips and planning meetings.

10 Essentials

Bring the 10 essentials in a small pack, plus water on each trip. The 10 essentials include: Pocketknife, Rope, Whistle, First Aid Kit, Extra Clothing (jacket or space blanket, etc.), Rain Gear, Water Bottle, Flashlight, Snacks (Trail food), Matches and Fire Starters, Sun Protection (Hat, Sunscreen), Map and Compass. Scouts should consider their destination and make adjustments for cold weather, etc.

Rank Advancement

Rank advancement occurs after satisfying all the rank requirements, completing a scoutmaster conference (SMC) and a board of review (BOR). **It is the scout's responsibility to contact the scoutmaster and Board of Review coordinator to schedule his reviews. These review boards can be held by appointment only** prior to, or during, a regular troop meeting or at a camp out if properly scheduled beforehand. For the purposes of the time-in-rank requirements, a rank is considered earned once the board of review is complete and dated in your handbook. New ranks are acknowledged and patches are presented at the subsequent Court of Honor. Any Life Scout wishing to complete the path to Eagle must first meet with the Eagle Advisor for our troop to start the process of developing and completing the required Eagle Community Service Project. Additional information can be in the rank advancement documents found [here](#).

Court of Honor

We have a Court of Honor three times a year. Dress in full Class A uniform with merit badge sash. Parents may wish to bring cameras. This is when we award Merit Badges and Rank

Advancements. **It is the Scout's responsibility to contact the Advancements Chair to verify which Merit Badges and rank advancement will be awarded at the ceremony.**

Blue Cards / Merit Badges

Blue cards are extremely important and should not be lost. They are used to award merit badges. The blue card comes in 3 parts: Application for Merit Badge (give to Advancements Chair), Applicant's Record (keep as your proof of earning a badge), and Counselor's Record. The Advancements Chair turns in your application to council in exchange for the actual badge that will be awarded at the Court of Honor. You need to keep all your "Applicant's Record" sections of your blue cards for your Eagle Board of Review. A baseball card holder works great for this! All scouts must have prior approval from the Scoutmaster before starting any badges. Additional information is in the merit badge documents found [here](#)

Fundraising

Boy Scouts are expected to take an active part in raising funds for the troop by participating in fundraising activities throughout the year. Past fundraising activities have included selling popcorn and either a pancake breakfast or a troop yard sale. Participation provides the scout with invaluable practical experience.

Payments

Sometimes your checks travel through various hands before arriving to the Treasurer for deposit. This is most likely the reason a check may be delayed for deposit. Please make all checks payable to: **BSA Troop 713**. The troop also uses PayPal for many payment and reimbursement processes.

Parent Participation

All Scout Families are required to have an adult volunteer to serve the Troop in some capacity. There are four methods of volunteering: provide group transportation or attend at least two outside troop activities, hold an official troop committee position, serve as BSA trained Assistant Scout Master, or serve as an active and engaging Merit Badge Counselor for the troop. Committee Members, ASMs, and Merit Badge Counselors must be registered Troop Adults and be YPT trained.

Committee Meetings

Meetings are generally held the third Tuesday or Wednesday evening of every month. We discuss trip agendas and make policy decisions. Please feel free to attend.

Expedition/Scholarship Fund

This fund is to ensure that no scout misses a trip or is unable to pay his yearly dues due to financial hardship. Funds are limited to the amount available & number of applicants. Applicants must also be scouts in good standing and active participants within the troop. Application forms can be obtained from the Troop Committee Chair. All applicants remain anonymous. Donations to the Expedition Fund are welcomed.