Scouts BSA Troop 2

“Second to None”

Parent Handbook

May 2026

Troop 2 Parent Handbook

The mission of the Scouting America is to prepare young people to make ethical and moral choices over their lifetimes by instilling in them the values of the Scout Oath and Law.

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	OBEDIENT
LOYAL	CHEERFUL
HELPFUL	THRIFTY
FRIENDLY	BRAVE
COURTEOUS	CLEAN
KIND	REVERENT

WELCOME TO TROOP 2!

As a parent, you want your sons and daughters to grow up to be a person of worth: a self-reliant, dependable, and caring individual. Scouting has these same goals in mind for them. Since 1910, Scouting America has been weaving lifetime values into fun and educational activities designed to assist parents in strengthening character, developing good citizenship, and enhancing physical fitness in youth. These values help your Scout make good decisions throughout their lifetime and give them confidence as they become adult leaders of tomorrow. With all the negative influences in today's society, Scouting provides your child(ren) with a positive peer group and a program that is educational and adventurous and helps them to "be prepared" to shape their own future.

Scouting is also fun! Troop 2 is a very active group with meetings and activities year-round including camping, hiking, community service, as well as educational and historical trips. In addition, Scouts work on their own and with other Scouts to earn merit badges and advance from one rank to the next. Many adults have said that their vocation—or avocation—is because of something they had exposure to as a Scout.

TROOP 2 BACKGROUND

Troop 2 was chartered on April 28, 1982 by Scoutmaster Norman J. Miller, Jr. Mr. Miller was our Scoutmaster for 38 years, until his death in August 2020. As of April 2026, Troop 2 has had 92 Scouts reach the rank of Eagle Scout. There are approximately 33 Scouts currently in the Troop.

TROOP 2 ORGANIZATION

When your child registers as a Scout in Troop 2, he or she joins Scouts BSA, part of Scouting America. The Scouting America organization is divided into regions, councils, and districts. The **Laurel Highlands Council** serves the needs of Scouting in the Pittsburgh area. Districts provide training opportunities, host fun activities and events, and offer support and assistance to Scouting units. Troop 2 is part of the **Frontier District** within the Laurel Highlands Council.

Troop 2 is run by the Scouts. They elect their own leaders, set the calendar of events, and run the weekly Troop meetings and events throughout the year. The Senior Patrol Leader and Assistant Senior Patrol Leader are responsible for leading the Troop.

The Troop is made up of several Patrols, which usually consist of 8-12 Scouts. The Patrol Leader and Assistant Patrol Leader are responsible for leading their Patrol.

Scouts also fill other positions of responsibility for the Troop, such as Quartermaster, Historian, and Webmaster.

The Troop is overseen by the Scoutmaster and Assistant Scoutmasters. These Adult Leaders are responsible for supervising the Scouts, providing guidance and direction, and assisting with rank advancement requirements. We are always looking for more Adult Leaders!

The Troop is managed by the Troop Committee. It is led by the Committee Chair, and the members are mostly past and current Scout parents. The Committee is in charge of finances, advancement,

and other administrative activities to help the Troop run smoothly. The Committee meets once a month for 60-90 minutes. All parents are welcome to attend Troop Committee meetings, and we are always looking for new committee members!

Each Scouting unit is owned by a Charter Organization such as a religious organization, service club, or other group interested in youth. Troop 2's Charter Organization is the **Bridgeville-South Fayette Rotary Club**. A member of Rotary serves as our Charter Organization Representative and acts a liaison between Troop 2 and Rotary. Among other responsibilities, Rotary must approve all Adult Leaders (including committee members), helps ensure we have appropriate funding for Troop activities, and makes sure Troop 2 operates within the guidelines and policies of the charter organization and Scouting America. During the year, Troop 2 may be asked to help with Rotary-sponsored events, and all Scouts are expected to participate.

TROOP MEETINGS AND ANNUAL CALENDAR

Troop 2 meets most every Wednesday evening from 7:00-8:30 pm at Bethany Presbyterian Church in Bridgeville (740 Washington Avenue). In the summer, the Troop meetings are typically held at a local park from 7:00-9:00 pm. Parents are encouraged to come and listen to the announcements that are made at the end of every meeting.

The Troop's annual calendar is published in March, following the annual Planning Weekend. It indicates the date and time of all Troop meetings and events planned for the year, as well as other important related information. Scouts should keep the calendar in their Scout binder so that they and their family can refer to it frequently. Reminders and updates to the calendar are communicated via email and the REMIND app; please be sure you are on the list to receive both types of communications!

Scout parents are requested to attend our annual Parents Night meeting (usually held in March or April), and to attend with their family the Troop's Fall Court of Honor (usually held in September) where individual Scouts are recognized for earning awards, merit badges, and rank advancement. Scouts and their parents/families should also plan to attend Eagle Scout Courts of Honor, to celebrate the Troop 2 Scout who has attained the rank of Eagle Scout. (When your Scout's turn for an Eagle Court comes around, you will be glad you attended others!)

ATTENDANCE

Scouts should make every effort to attend all Troop meetings and events. We understand that family, church or school obligations may occasionally conflict with the Troop schedule and in such cases, the Scout must contact their Patrol Leader prior to the meeting to explain why they will not be in attendance. If a Scout cannot attend an event that is considered "mandatory" (e.g., Rotary Chili Cook-Off, Memorial Day weekend activities, etc.), they must contact the Scoutmaster (or designated Adult Leader) prior to the event and discuss the reason why they will not participate.

UNIFORM

Troop 2 is known for being well dressed! The uniform is an essential part of being a Scout and each Scout should wear their uniform proudly. Class A uniforms are required at most Troop meetings and events, and should be worn unless the Scouts are told differently. Scouts will be specifically informed (through the calendar or other communication) when Class A dress uniform is required, or Class B uniform is allowed. Uniform inspections are conducted at each Troop meeting and event unless otherwise specified in advance. To further emphasize how important we believe it is to wear the proper uniform, Troop 2's long-standing policy rewards the Scout with the highest uniform inspection score at the end of the Troop year with funding to help pay their fee to attend summer resident camp at Heritage Reservation.

Class A uniform consists of 10 items:

1. Scouts BSA uniform pants (long or short, depending on the season of the year)
2. Scouts BSA uniform shirt with correct placement of all required patches and insignia
3. Scouts BSA uniform socks
4. Scouts BSA uniform belt
5. Neckerchief – loaned by Troop 2 as part of the uniform deposit paid when joining the Troop
6. Neckerchief slide
7. Beret – loaned by Troop 2 as part of the uniform deposit paid when joining the Troop
8. Scout handbook
9. Binder – provided by Troop 2
10. Pen

Class A dress uniform consists of all parts of the Class A uniform **plus**

- merit badge sash (if the Scout has earned 6 or more merit badges that are displayed on the sash)
- any medals, such as those earned on historical hikes with Troop 2, or religious medals

Class B uniform consists of:

- Scouts BSA uniform pants (long or short, depending on the season of the year)
- Troop 2 Class B t-shirt – one shirt is provided by Troop 2; additional shirts may be purchased
- Scouts BSA uniform socks
- Scouts BSA uniform belt

Uniform pants, shirt, socks, belt, neckerchief slide, patches/insignia, and merit badge sash (as well as other Scouting paraphernalia) can be purchased from the Scout Shop at Flag Plaza (1275 Bedford Avenue, Pittsburgh, PA 15219), which is downtown near PPG Paints Arena. Scout Shop employees are knowledgeable about uniform requirements and insignia placement. You may also want to shop online at www.scoutshop.org . Scouts BSA's official uniform guide can be found at www.scouting.org/resources/insignia-guide.

Troop 2 also has a large inventory of clean, used uniform parts donated by previous Scouts and Adult Leaders. The inventory is kept in the Scout closet at Bethany and any Scout or Adult Leader is welcome to use it. We also encourage you to donate gently-used uniform items when you have them.

ADVANCEMENT AND AWARDS

Scouts learn important skills and earn merit badges in order to advance from one rank to the next, starting at the Scout rank and continuing through to the rank of Eagle Scout, Scouts BSA's highest award. They do this at their own pace and on their own initiative (although often with some gentle prodding by parents and Adult Leaders!). The Scout Handbook outlines the official process for rank advancement but below are a few things to know about how it works in Troop 2.

- **Rank Requirements:** A Scout can learn and complete the required skills for each rank in various ways including Troop meetings and events, working with Adult Leaders, or working with other Scouts. When the Scout believes they have completed a requirement, they must meet with an Adult Leader and ultimately get signed off in their Scout handbook, which indicates successful completion.

  One of the last requirements for each rank is for the Scout to participate in a Scoutmaster Conference. This meeting is usually a short conversation where the Scout and the Scoutmaster can discuss the Scout's journey so far, their plans for future participation in the Troop and advancement, and any feedback they may have about the troop. The Scout must contact the Scoutmaster to arrange a date and time for their Scoutmaster Conference.

  The final requirement to advance from one rank to the next is for the Scout to have a Board of Review. In this meeting, the Board members make sure that all rank requirements have been completed. Board members are interested to find out about the Scout as a person, including experiences (good and bad), ideas, goals and ambitions. At least 3 adults (usually Troop Committee members) sit on a Board of Review; Adult Leaders and the Scout's parents do not participate. Boards of Review are normally scheduled for the first Wednesday of each month. However, Scouts can request a special date outside this monthly schedule if needed. Scouts desiring a Board of Review must contact the Troop Committee Advancement Chair (advancementchair@troop2-pa.org) at least one week in advance to schedule for the first Wednesday date and two weeks in advance for a special date.

- **Merit Badges:** In order to work on a merit badge, a Scout must obtain approval from the Scoutmaster in advance. The Scout must also find a Merit Badge Counselor to work with; the Scoutmaster can be helpful in providing suggestions for who they might contact. Requirements for each of the more than 135 merit badges can be found online at www.scouting.org/skills/merit-badges/all/.

DUES AND SCOUT ACCOUNTS

A Scout is thrifty. Paying weekly dues and using their Scout Account helps teach Scouts about financial responsibility and accountability.

Scouts owe $2 at each weekly Troop meeting for dues. If a Scout misses a meeting, they are still responsible to pay dues for that week. If a Scout becomes more than $10 delinquent in paying dues, they are not eligible to have a Board of Review until they are caught up. Scouts can check their dues status at any Troop meeting by looking at their Patrol's dues envelope.

Half of the Scout's weekly dues (i.e., $1) is held in the Troop's general treasury and helps pay for expenses such as merit badges, rank advancement, camping fees, Troop equipment, registration renewal fees, etc.

The other half of the Scout's weekly dues is deposited into an individual Scout Account maintained by Troop 2. Refunds from camping trips or other events and commissions from Troop fundraisers are deposited into Scout Accounts. Scouts can use the money in their Scout Account for any Scout-related expense such as food cost for camping trips, reimbursement for summer camp registration, reimbursement for uniform costs, etc. Scouts complete a green withdrawal sheet (found in their binder) to use money in their Scout Account; receipts must be provided when requesting reimbursement for an expense.

ANNUAL PANCAKE BREAKFAST FUNDRAISER

Troop 2 holds its annual Pancake Breakfast on a Sunday in November of each year. This is the only fundraiser for the Troop and is critical to maintaining sufficient funds for the Troop to provide Scouts with a high quality program. Scouts are expected to raise their annual assessment amount ($300 as of April 2026) through a combination of selling Pancake Breakfast advertising and tickets to the event. Scouts who sell more than this assessment amount earn commission that is deposited into their Scout Account. In addition, all Scouts are expected to help set up for the event, and all Scouts and at least one of their parents or other adult are required to work an assigned shift at the Pancake Breakfast.

CODE OF CONDUCT

Troop 2 expects all Scouts to act in accordance with the Scout Oath and the Scout Law, and to abide by the Troop's Code of Conduct in order to provide a safe and respectful environment for everyone. Troop 2's Code of Conduct is included at the end of this Handbook.

COMMUNICATION AND CONTACT INFORMATION

In addition to the Troop's annual calendar and announcements at weekly Troop meeting, the two main methods of communication with Scouts and parents include:

1. **Email:** Upon joining Troop 2, we ask you to provide an email address for at least one parent/guardian. We do send emails with important information and requests from time to time and we are counting on you to check your email regularly and respond promptly when asked.

2. **REMIND app:** This is used frequently to remind Scouts of upcoming meetings/events, uniform requirements, etc. You and your Scout should both sign up to receive messages by sending a text to 81010 with the message "@bsatroo2" .

Troop 2 has dedicated official email addresses for key roles to streamline communication within the Troop. Please use these emails to contact the appropriate leaders. **Scouts must always include another adult** (**per Scouting America Youth Protection guidelines) when reaching out to adult leaders.**

📧 **Scoutmaster**: scoutmaster@troop2-pa.org
📧 **Committee Chair**: committeechair@troop2-pa.org
📧 **Advancement Chair**: advancementchair@troop2-pa.org
📧 **Treasurer**: treasurer@troop2-pa.org

Troop 2 maintains an online presence to keep everyone informed and connected.

🌐 **Website**: troop2-pa.org
📘 **Facebook**: Scout Troop 2
📸 **Instagram**: @troop2_scoutsbsa_bridgeville

Visit our website for updates, events, and more. Follow us on social media for periodic posts about Troop 2's activities in the community.

MEDICAL MATTERS

Troop 2 Adult Leaders are sensitive to the fact that sometimes a Scout will have special medical, physical, learning, behavioral, or dietary needs. With the parents' help, we will make every accommodation possible to ensure your Scout's successful experience. We depend on open lines of communication to keep Adult Leaders informed of each unique situation.

Scouts are always asked to identify dietary needs/restrictions when Troop events are being planned that involve food (e.g., campouts). In some situations, parents may be asked to help if meals or conditions cannot be modified to accommodate the dietary need.

Adult Leaders are capable of attending to minor issues such as cuts, scrapes, and bruises, using the Troop's first aid kit. If a more serious situation arises that does not require emergency assistance (e.g., possible broken bone), an Adult Leader will attempt to reach the Scout's emergency contact person to discuss an appropriate course of action. In an emergency (e.g., loss of consciousness), an Adult Leader will call for emergency help and then attempt to reach the Scout's emergency contact person.

If your Scout will need to take medication during a Scout meeting or event, please give details to the responsible Adult Leader. These details should include what the medication is, what the dosage instructions are, and whether the Scout is capable of administering the medication themselves or will need adult help.

All Scouts and Adult Leaders must provide Troop 2 with a completed BSA Annual Health and Medical Records Forms A & B. These forms must be updated annually and can be found here. If attending an event that will last more than 72 hours (e.g., summer camp), Part C of the form must also be completed and signed by a medical professional, and turned into Troop 2.

YOUTH PROTECTION

True youth protection can be achieved only through the focused commitment of everyone in Scouting. Scouts BSA has a multilayered Adult Leader approval process that includes criminal background

checks and other screening efforts as well as required training every ~~two~~ year~~s~~. Scouts BSA Youth Protection Guidelines mandate that no activity may take place without two-deep adult leadership. This means that one registered Adult Leader and at least one other adult must be present at any meeting, activity or other interaction involving a Scout. Even when an email or text message is exchanged between a Scout and an Adult Leader, at least one other adult must be copied on the communication. Troop 2 takes youth protection seriously and there are absolutely no exceptions to the rule.

ADULT VOLUNTEERS

Although Scouts BSA is a youth-led program, we need adults to supervise and run the Troop. Troop 2 parents and Adult Leaders create a safe environment where young people can grow, explore, learn to fail, get up, and try again! We must be willing to listen to Scouts, encourage them, and display a sincere interest in their well-being. “Many hands make light the work” is especially true in Scouting. Listed below are some of the ways you, as a Scout’s parent, can get involved.

- Join the **Troop Committee**, participating as a member-at-large, coordinating specific events such as Community Day, or in a named role including Committee Chair, Treasurer, Secretary, or Advancement Chair

- Work directly with the Scouts as **Assistant Scoutmaster** or **Scoutmaster**

- Work with the Scouts filling the positions of **Webmaster** or **Quartermaster**

Note that all Adult Volunteers must be registered with the Troop.

TROOP 2 POLICIES

We have written policies governing key aspects of running the Troop which are posted on our website. Contact the Committee Chair if you have any specific questions.

IN CLOSING

Being part of Scouts BSA and Troop 2 will provide many opportunities for your child(ren) to learn new skills, take on responsibilities, and grow as leaders and citizens of the world. Although Troop 2 is run by the Scouts, your help and support outside our Troop meetings and events is important. Like any other activity, when parents and other family members take a sincere interest in what the Scout is doing, and help make sure the Scout is fulfilling their Troop responsibilities, Scouts are more motivated. As the hundreds of parents of Troop 2 Scouts will attest, seeing your Scout succeed will give you a sense of pride and prove that the time you spent with them on their Scouting journey was time well spent!

We are glad to have you in Troop 2!

JOINING TROOP 2

- **Scouts:** Obtain the following from the Committee Chair or the Scoutmaster:

    1. BSA Scout Application

    2. Emergency Contact Form – This form provides the Troop with multiple methods to reach someone on behalf of the Scout if an emergency arises.

    3. Driver Contact Form - From time to time adult leaders may transport Troop equipment or Scouts other than their own. The Laurel Highlands Council requires the Troop to have Driving and Insurance information on file.

  Although not required unless you wish to become a registered adult leader, we recommend that all parents complete the on-line BSA course, Youth Protection. To take this training, enroll into the BSA eLearning Site at http://www.my.scouting.org . After creating your account, click to take Youth Protection on right side of screen. At the end of the course print the certificate.

- **Adults:** Obtain the following from the Committee Chair or the Scoutmaster:

    1. BSA Adult Application

    2. Pennsylvania State Law requires that we have appropriate clearances on file for any adult leader. Information can be found at https://lhcscouting.org/resources/safeguarding-youth/ .

    3. Complete the on-line BSA course, Youth Protection. To take this training, enroll into the BSA eLearning Site at https://my.scouting.org/. After creating your account, click to take Youth Protection on right side of screen. At the end of the course print your certificate.

    4. Emergency Contact Form – This form provides the Troop with multiple methods to reach someone on behalf of the adult if an emergency arises.

    5. Driver Contact Form - From time to time adult leaders may transport Troop equipment or Scouts other than their own. The Laurel Highlands Council requires the Troop to have Driving and Insurance information on file.

TROOP 2 CODE OF CONDUCT

In order to provide a positive, safe, and enriching environment for all Scouts, while offering opportunities for wonderful adventures, Troop 2 has established the following Code of Conduct rules:

1. I will follow the Scout Law, Scout Oath, Motto, and Outdoor Code, which are the basis for all the following rules and should be the basis for all of my actions.
2. I will strive to attend all Troop functions and be on time.
3. I will proudly wear my proper uniform to all Scout functions.
4. I will follow the directions and assignments specified by Troop leadership.
5. I will not use or possess any alcoholic beverages, tobacco, or illegal drugs. If found or detected, my parents/guardians (and/or the police, if necessary) will be notified immediately.
6. I will use matches and lighters only when appropriate and safe, and only after I have earned my Firem'n Chit.
7. I will use knives, saws and axes safely and appropriately, and only after I have earned my Totin' Chip.
8. I will not use profanity or abusive language.
9. I will refrain from words or actions that are or could be considered threatening, bullying, intimidating, hazing, offensive, discriminatory, or sexual, and will strive to stop them if I see them during Scout functions.
10. I will cooperate with others positively and practice teamwork and mutual respect.
11. I will use the buddy system during all Troop outings, and inform Troop leadership where I am going before leaving the campsite or Troop activity area.
12. I will follow the rules for quiet times and lights out when at Scout functions.
13. I will not use electronic devices or equipment at Scout functions unless a Troop leader gives me permission. If I bring my cell phone to a Scouting event, I alone am responsible for it, and will keep it silent or on vibrate, and will not use it except as a tool or resource for Scout-specific activities.
14. If I damage, destroy or lose property or equipment that belongs to the Troop, a Troop member, or any other individual or organization related to a Scout function, I will repair or replace the item(s) at my own cost.
15. Troop 2 is primarily responsible for the behavior, safety, and welfare of our members while at Scouting functions. At District or Council events, as well as at BSA camps, all District/Council/camp leaders have the right and responsibility of helping and correcting any problem they encounter. I will follow the directions of those leaders as if they were my Troop's leaders.

Troop 2 Leaders include:

- Patrol Leaders
- Assistant Senior Patrol Leader (ASPL)
- Senior Patrol Leader (SPL)
- Junior Assistant Scoutmasters (JASM)
- Assistant Scoutmasters (ASM)
- Scoutmaster
- Committee members

Troop 2 Parent Handbook

Troop 2 Behavior Policy

It is expected that individuals will attempt to resolve any issues between themselves before anyone else needs to become involved. If the issue cannot be resolved between the individuals, one or more Troop leaders will become involved. If the situation is severe/dangerous, or it relates to a Troop leader, an adult leader at a higher position must step in to resolve it. The resolution process may include, but is not limited to:

- Meeting of parties involved to discuss issue and identify acceptable resolution
- Troop leader to review issue and identify acceptable resolution
- Meeting of youth and/or adult leaders, plus the Scoutmaster, to discuss issue and determine resolution
- Meeting of Scoutmaster and other adult leaders to discuss issue and determine resolution

Except for very minor infractions, the Scout's parent/guardian will be informed of the issue and the planned resolution.

Consequences for not following Troop 2's Code of Conduct may include, but are not limited to, one or more of the following:

- Confiscation of prohibited item(s)
- Apology to the offended individual(s)
- Written reflection on the point(s) of the Code of Conduct which were not followed, as well as the relevant aspects of the Scout Oath or Law
- Assignment of additional tasks/service projects
- Removal from meeting/activity
- Suspension from future meeting(s)/activity(ies)
- Loss of leadership position
- Suspension from Troop. A written plan for the Scout to return to Troop meetings/activities will be created by the Scoutmaster and Committee Chair together with the Scout and the Scout's parent/guardian.
- Dismissal from Troop

Other actions may be determined by the Scoutmaster and Committee Chair.