Boy Scout Roundtable Planning Guide

2008–2009

BOY SCOUTS OF AMERICA®

18-941
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The Trail to Better Boy Scout Roundtables

Do You Know Your Roundtable's Destination?

The mission of the Boy Scout roundtable is to provide quality resources, knowledge, and skills to unit leaders to enable and motivate them to deliver an outstanding program to their Scout troops. Roundtables focus on program highlights for upcoming months, not on the current month.

As you develop a vision for your district roundtables, keep it focused on generating fun, excitement, and practical Scouting skills. Learning by doing and watching, not just listening, is essential. Scouters want to be active participants. When these ingredients are present, roundtable attendance will grow.

Roundtables are conducted monthly in every district. Because of their geographic size or to avoid conflicts with participants' employment hours, some districts conduct multiple roundtables throughout the month.

Your Role as the Roundtable Commissioner: The "Trail Master"

You must be adept at putting on a good show and getting people to help. You don't do it alone! You recruit and guide a staff committed to assisting leaders with their upcoming programs. Involving unit leaders in the presentations builds enthusiasm.

Planning is an important ingredient in offering a quality program. You make an annual plan, adjust it quarterly, and develop more detailed plans a month before each roundtable.

Enthusiasm is contagious! Successful roundtables draw leaders who know that when they come, they will get help in operating their troops. You are successful when you help every unit succeed in delivering a quality program to Scouts.

Who Attends Roundtables?

Roundtables are for all troop leaders—Scoutmasters, assistant Scoutmasters, and troop committee members. Unit commissioners attend the roundtables in which their leaders are involved. This may mean dividing their time between Boy Scout and Cub Scout leader roundtables.

How to Arrive at Your Destination: A Successful Roundtable

An important part of any successful program is to follow an outline that standardizes key elements. Varying these elements allows for new and unique programs. Like baking a cake, varying the "flavors" in program content creates exciting results. The recipe is followed the same way, but the variations can produce a chocolate cake, a lemon cake, or any of a wide range of flavors to excite the palate.

All roundtables follow the core recipe found in the Roundtable Planning Work Sheet. It is similar to the steps in conducting a successful troop meeting. The formula is easy to follow.

Preopening. Registration, exhibits, hands-on demonstrations, and getting-acquainted interaction make people feel welcome as they arrive. The preopening activities should be boy-level and fun for participants. Scoutmasters will expect activities that they can suggest to their patrol leaders' council. The preopening is critical to the success of the roundtable. It is not a throwaway item. It's like preheating the oven to bake that cake: You are setting the tone for the whole evening's program.

Opening. The welcome, flag ceremony, introductions, and recognitions always start on time, with a brief ceremony that a leader can use at a troop meeting.

Program Features. The core of the roundtable covers program ideas and skills for working with new-Scout patrols, regular Scout patrols, and Venture patrols. This section is based on the monthly themes supported by *Scouting* and *Boys' Life* magazines. Detailed outlines of the program themes are found in *Troop Program Features,* Volumes I (No. 33110), II (No. 33111), and III (No. 33112).

The person assigned to do the skill demonstration should teach the skill to the roundtable staff at its monthly meeting. This will ensure that others in attendance will be able to assist in teaching the skill to everyone present. If outside experts are used, be sure they understand the purpose of the roundtable and the kind of presentation expected from them.

Tips for Strengthening Your Program Features

Preparing for a Demonstration

- The demonstration should appear as natural as possible, even if you can't perform the skill exactly as you would when it is really used.
- Collect and prepare the needed equipment. Have enough supplies available for others to do or learn the skill.
- Know your audience to determine their present knowledge of the skill and how much detail you should give them.
- Think through and make notes on the comments needed to explain the demonstration.
- Practice the demonstration. Write down an outline of the steps.

Giving the Demonstration

- Briefly tell your audience the major points.
- Adjust your speed to the difficulty of learning various steps. Go slowly enough for the audience to follow.
- Watch for the audience's reactions. Adjust the amount of detail and pace the action to retain their interest.
- Repeat the difficult or important steps to ensure learning.
- Do not give negative examples. Your audience may end up confused and take home the wrong points or learn how to do the skill improperly.

Summarizing the Demonstration

- Review the important steps or points. Use a flip chart.
- Let the audience try the skill and ask questions.

Games. Scouting is fun! Games should reinforce learning and help in physical development. It is not necessary for everyone to play the game; just be sure all participants understand the game and have it as a resource to use with their troops. Provide a game card with the game on it. *Troop Program Resources,* No. 33588A, is an excellent source for games.

Special Feature. This is a chance to provide short, to-the-point training programs. The programs should focus on troop operation and on specific aspects of the Scouting program. This part of the roundtable provides Scouting know-how. It might feature training awards, a special ceremony such as a new-Scout or patrol leader induction, or how to conduct a board of review. The potential topics are endless. To develop the Special Feature section, poll the unit leaders about what Scouting topics they would like to learn.

Song/Skit/Run-On. This is a fast break in programming that a leader can use around the campfire or on a troop outing. These meeting sparklers add zip to the trail and lift everyone's morale.

Special Information. Roundtables provide a chance to share upcoming district, council, and national events and program opportunities. These highlights are a chance to communicate with and inform Scouting leaders. Items covered might include camporees, Scouting shows, summer camps, Good Turn projects, or money-earning opportunities. All of these items are important, but they need to be kept in perspective relative to the true role of the roundtable, which is to assist leaders in delivering a monthly program to the Scouts in their troops. The roundtable staff needs to announce upcoming programs.

Closing. The roundtable agenda should provide the district executive with a closing minute for motivational comments just as a Scoutmaster uses the Scoutmaster's Minute. Formally close the meeting with the retiring of the colors.

After the Meeting. Fellowship and the free exchange of ideas often happen best after the meeting. Offering a simple cracker barrel can best facilitate this. It is also a time for the roundtable staff to conduct a short meeting on the next month's program and to start examining plans for roundtables two months out.

Facilities

Fellowship is one of the most important outcomes of the roundtable. Therefore, the setting should provide an atmosphere of warmth and convenience. Chairs should be comfortable and plentiful. Tables should be organized for six to eight "patrol members" in a group. Display tables are usually needed.

Ideally, the same facility or roundtable location is used throughout the year. This eliminates confusion about where a leader needs to go each month. This location ideally has facilities large enough to accommodate the Cub Scout, Boy Scout, Varsity Scout, and Venturing roundtables simultaneously.

Are We at Our Trail Destination?

It isn't always easy to determine when you have successfully arrived at your trail destination. Roundtables are a journey in and of themselves. But progress can be judged by honestly evaluating the roundtables using the following questions.

- How many troops out of the total in the district were represented?
- Did the Scoutmasters get ideas to use at next month's meetings?
- Did the Scouters have a good time?
- Did the Scouters do lots of things themselves instead of sitting and listening most of the time?
- Did the Scouters get satisfactory answers to their questions?
- Was there genuine fellowship?
- Will these Scouters come back next month? Would you, if you were in their place?
- Did you use the annual planning guide?
- Do you conduct monthly planning sessions to prepare for the next month's program?
- Do you provide monthly roundtables?

Planning Your Annual Trails

As for any troop outing, planning makes all the difference in delivering a quality program experience to Scouts and Scouters. There are three key steps in roundtable planning.

- Annual planning
- Monthly planning
- Just-before-the-roundtable planning

The Annual Plan

This *Boy Scout Roundtable Planning Guide* is designed to support the monthly themes offered in *Scouting* and *Boys' Life* magazines. It is important that these themes be merged with district and council programs and calendars. Involve the district commissioner and professional staff member in developing the annual planning conference.

The planning conference gives you a chance to

- Review roundtables from last year.
- Use feedback from troop leaders for ideas and suggestions related to roundtable programs.
- Ask unit commissioners for general needs identified by their commissioners' work sheet.
- Review national Quality Unit objectives for program emphasis ideas.
- Review the *Boy Scout Roundtable Planning Guide.*
- Study the council/district calendar of activities and special events such as summer camp, camporees, Scouting shows, and other activities that help strengthen and support troop programs.
- Establish a meeting location for every roundtable during the year.

Monthly Planning

Monthly planning should take place 45 days before the roundtable. Using the annual plan, the roundtable commissioner meets with the roundtable staff and the district executive to complete the detailed roundtable planning sheet. Assignments are agreed to by staff members, outside experts are recruited, and unit leaders are asked to assist with appropriate parts of the agenda. Needs for equipment, visual aids, literature, and refreshments are determined, and a person is assigned to handle each item.

Just-Before-the-Roundtable Planning

At the end of the monthly meeting, a quick recheck is conducted for the roundtable immediately upcoming. This recheck should focus on the following items.

- Is everyone prepared for his assignment?
- Are the demonstrations ready and rehearsed?
- Is every unit promoting participation in the roundtable?

The Roundtable Program

The following is a recommended roundtable program guide. It identifies the themes for which *Boys' Life* and *Scouting* magazines will provide program support to leaders and Scouts. The material covered in a roundtable is used by the troop in the following month. For example, the Engineering theme would be covered in the September roundtable for use by troops in October.

2008	
September	Engineering
October	High Adventure
November	Tracking
December	Hobbies
2009	
January	Public Service
February	Cultural Diversity/Disability Awareness
March	Wildlife Management
April	Camping
May	Emergency Preparedness
June	Health Care
July	Boating/Canoeing
August	Safety

Troops are encouraged to establish their own programs using *Troop Program Features* (Volumes I (No. 33110), II (No. 33111), and III (No. 33112)) and *Troop Program Resources*, No. 33588A. Therefore, they might not follow the suggested monthly program themes. You may decide to poll your units and adjust your annual program themes.

This *Boy Scout Roundtable Planning Guide* is designed to focus on serving new and weaker units, which need more direction and support. The above-named resource books are critical to your roundtable planning to support unit programming. Constantly use these materials and refer to them throughout the roundtables.

Boy Scout Monthly Program Themes

The roundtable themes below fall one month before they are used as the monthly program theme. The program themes will be supported by current issues of *Scouting* and *Boys' Life* magazines.

2008	
August	Shooting
September	Sports
October	Engineering
November	High Adventure
December	Tracking
2009	
January	Hobbies
February	Public Service
March	Cultural Diversity/Disability Awareness
April	Wildlife Management
May	Camping
June	Emergency Preparedness
July	Health Care
August	Boating/Canoeing
September	Safety
October	Nature
November	Business
December	First Aid
2010	
January	Winter Camping
February	Citizenship
March	Physical Fitness
April	Forestry
May	Leadership
June	Special Cooking
July	Backpacking
August	Aquatics
September	Fishing
October	Athletics
November	Science
December	Cooking
2011	
January	Wilderness Survival
February	Communications
March	Pioneering
April	Environment
May	Orienteering
June	Mechanics
July	Hiking

For use at _____ Roundtable
DATE

Boy Scout Roundtable Planning Work Sheet

Program Theme _____ Month _____

Activity	Description
Preopening—30 min.	
Led by: _____	
Start time: _____	
Exhibits	Material for exhibits can be borrowed from the local council service center. Each program division has a display.
Hands-on demonstrations	
Trading post	
Registration	
Opening—7 min.	
Led by: _____	
Start time: _____	
Welcome—1 min.	
Flag ceremony—2 min.	Open with a simple, quick ceremony suitable for a troop meeting.
Introductions—2 min.	Recognize first-time attendees.
Recognitions—2 min.	Present training awards, Quality Unit Awards, Scoutmaster Award of Merit, etc.
Program Features—44 min.	
Led by: _____	
Start time: _____	
Introduction—1 min.	Provide a handout with the four items to be covered for each of the three Scout experience levels so participants can identify which level to attend.
Resources—3 min.	Show or list various resources that support the program features and identify the Scouting and community resources available.
Program features—40 min.	Show how the program features can be developed with several different program ideas that are subtopics of the main feature. These activities should permit a Scoutmaster to choose resource ideas for four troop meetings (an outdoor activity, hike, etc.) for a new Scout, regular Scout, and Venturer.
Note: These resource features are divided into three levels based on the experience level of the Scout in the troop.	
• New-Scout Patrol	a. Demonstrate one or more of these program feature ideas, giving participants hands-on opportunities.
• Regular Scout Patrol	b. Ask for additional program ideas.
• Venture Patrol	c. Use handouts so units can take back resource information.

Activity	Description
Participants choose which level to attend. It works best if a troop has a representative attend each of the program levels. Run all levels simultaneously and have four program resource items (10 minutes each) for each level.	
Games—5 min. *Led by:* _____ *Start time:* _____	Identify several games that enhance or use the program feature and identify where they can be found. These can be active/inactive, initiative, or indoor/outdoor games. Explain briefly or play one game. Include handouts with game rules or references.
Special Feature—15 min. *Led by:* _____ *Start time:* _____ Training presentation or theme highlight	Highlight a program feature item. Use resources in your district to staff this presentation.
Song/Skit/Run-On—2 min. *Led by:* _____ *Start time:* _____	Provide material appropriate for troop use.
Special Information—10 min. *Led by:* _____ *Start time:* _____ Details (or highlights) for district, council, or national event(s) or program(s)	This can be information on jamborees, training opportunities, dinner/recognition events, or expansion on this month's program feature such as additional information or resources not included in other parts of the roundtable.
Closing—7 min. *Led by:* _____ *Start time:* _____ Next meeting: (Date _____) Announcements—3 min. District executive's comments—2 min. Scoutmaster's Minute—1 min. Retire flag(s)—1 min.	Limit announcements to no more than three minutes and have handouts of any items that take a long time to explain. Include sample comments and a suggested Scoutmaster's Minute in the handouts. Use examples appropriate for troop meetings.

Activity	Description
After the Meeting	
Led by: _____	
Start time: _____	
Cracker barrel	
Roundtable staff meeting	• Assignments for next month
Follow-up items	• Meeting evaluation • Special guest for next month

For use at _____ Roundtable
DATE

Boy Scout Roundtable Planning Work Sheet

Program Theme _____ Month _____

Activity	Description
Preopening—30 min. *Led by:* _____ *Start time:* _____ Exhibits Hands-on demonstrations Trading post Registration	
Opening—7 min. *Led by:* _____ *Start time:* _____ Welcome—1 min. Flag ceremony—2 min. Introductions—2 min. Recognitions—2 min.	
Program Features—44 min. *Led by:* _____ *Start time:* _____ Introduction—1 min. Resources—3 min. Program features—40 min. Note: These resource features are divided into three levels based on the experience level of the Scout in the troop. • New-Scout Patrol • Regular Scout Patrol • Venture Patrol Participants choose which level to attend. It works best if a troop has a representative attend each of the program levels. Run all levels simultaneously and have four program resource items (10 minutes each) for each level.	

Activity	Description
Games—5 min. *Led by:* _____ *Start time:* _____	
Special Feature—15 min. *Led by:* _____ *Start time:* _____ Training presentation or theme highlight	
Song/Skit/Run-On—2 min. *Led by:* _____ *Start time:* _____	
Special Information—10 min. *Led by:* _____ *Start time:* _____ Details (or highlights) for district, council, or national event(s) or program(s)	
Closing—7 min. *Led by:* _____ *Start time:* _____ Next meeting: (Date _____) Announcements—3 min. District executive's comments—2 min. Scoutmaster's Minute—1 min. Retire flag(s)—1 min.	
After the Meeting *Led by:* _____ *Start time:* _____ Cracker barrel Roundtable staff meeting Follow-up items	

ROUNDTABLE FEATURES

Boy Scout Roundtable Planning Work Sheet

For Use at September Roundtable

Engineering

October

Activity	Description
Preopening—30 min.	
Led by: _____	
Start time: _____	
Exhibits	Professional engineer, Engineering merit badge counselor, or representative from a professional engineering society
Hands-on demonstrations	
Trading post	
Registration	
Opening—7 min.	
Led by: _____	
Start time: _____	
Welcome—1 min.	
Flag ceremony—2 min.	Lord Baden-Powell, Scouting's founder, told us, "Here, then, lies the most important object in the Boy Scout training—to educate; not to instruct, mind you, but to educate, that is, to draw out the boy to learn for himself, of his own desire, the things that tend to build up character in him." Present colors.
Introductions—2 min.	Recognize first-time attendees.
Recognitions—2 min.	Present training awards, Quality Unit Awards, Scoutmaster Award of Merit, etc.
Program Features—44 min.	
Led by: _____	
Start time: _____	
Introduction—1 min.	Provide a handout with the items to be covered for each of the three Scout experience levels so participants can identify which level to attend.
Resources—3 min.	Identify appropriate resources: • Merit badge pamphlets • Professional engineering societies

Activity	Description
Program features—40 min. Note: These resource features are divided into three levels based on the experience level of the Scout in the troop.	
• New-Scout Patrol	• Pioneering merit badge requirements • Presentation on drafting and Drafting merit badge requirements • Instructions for three simple pioneering projects • Construction engineer explains what is involved in remodeling a house
• Regular Scout Patrol	• Instructions for three large pioneering projects • Engineering merit badge requirements • Building a pioneering project from the *Pioneering* merit badge pamphlet, No. 33377, using pencils and string • Surveying demonstration
• Venture Patrol	• Instructions for friction lock bridge from *Troop Program Features,* Volume II, No. 33111 • Architecture merit badge requirements • Instructions for three complicated pioneering projects
Participants choose which level to attend. It works best if a troop has a representative attend each of the program levels. Run all levels simultaneously and have four program resource items (10 minutes each) for each level.	
Games—5 min. *Led by:* _____ *Start time:* _____	Stack Nails on the Nailhead from *Troop Program Features,* Volume I, No. 33110
Special Feature—15 min. *Led by:* _____ *Start time:* _____	
Training presentation or theme highlight	Locate one or more videos of airplane, bridge, or building construction that shows weeks or months of work condensed into just minutes. Have a representative from a local engineering college speak on the future needs and job opportunities for engineers.
Song/Skit/Run-On—2 min. *Led by:* _____ *Start time:* _____	Provide material appropriate for troop use.

Activity	Description
Special Information—10 min.	
Led by: _____	
Start time: _____	
Details (or highlights) for district, council, or national event(s) or program(s)	Preopening speaker expands on his or her specialty. Speaker from the U.S. Army Corps of Engineers talks on a special project planned in your area.
Closing—7 min.	
Led by: _____	
Start time: _____	
Next meeting:	
(Date _____)	
Announcements—3 min.	Limit announcements to no more than three minutes and have handouts of any items that take a long time to explain.
District executive's comments—2 min.	Include sample comments and a suggested Scoutmaster's Minute in the handouts. Use examples appropriate for troop meetings.
Scoutmaster's Minute—1 min.	***The Four Branches of Scout Training*** To accomplish the aim of training for active citizenship, we take up the following four branches, which are essential in building up good citizens, and we inculcate them from within instead of from without: *Character*—Taught through the patrol system, the Scout Law, Scout lore, woodcraft, responsibility of the patrol leader, team games, and the resourcefulness involved in camp work. This includes the realization of God the creator through His works; the appreciation of beauty in nature; and through the love of plants or animals with which outdoor life has made one familiar. *Health and Strength*—Through games, exercises, and knowledge of personal hygiene and diet. *Handcraft and Skill*—Occasionally through indoor activities, but more especially through pioneering, bridge building, camp expeditions, and self-expression through the arts, all of which tend to make efficient workmen. *Service to Others*—The carrying into daily life of the practice of Good Turns; dealing with small, good actions; community service; and lifesaving.
Retire flag(s)—1 min.	

Activity	Description
After the Meeting	
Led by: _____	
Start time: _____	
Cracker barrel	
Roundtable staff meeting	• Assignments for next month
Follow-up items	• Meeting evaluation • Special guest for next month

Boy Scout Roundtable Planning Work Sheet

For Use at October Roundtable

High Adventure

November

Activity	Description
Preopening—30 min. *Led by:* _____ *Start time:* _____ Exhibits Hands-on demonstrations Trading post Registration	BSA national high-adventure bases, including any in your region
Opening—7 min. *Led by:* _____ *Start time:* _____ Welcome—1 min. Flag ceremony—2 min.	***Character*** Lord Baden-Powell, Scouting's founder, wrote: "A nation owes its success not so much to it strength in armaments as to the amount of character in its citizens. "For a man to be successful in life, character is more essential than erudition. "So character is of first value whether for a nation or for the individual. But if character is to make a man's career for him, it ought to be developed in him before he starts out, while he is still a boy and receptive. Character cannot be drilled into a boy. The germ of it is already in him and needs to be drawn out and expanded. How? "Character is very generally the result of environment or surroundings. For example, take two small boys—twins if you like. Teach them the same lessons in school, but give them entirely different surroundings, companions, and homes outside the school. Put one under a kindly, encouraging mother, among clean and straight playfellows, where he is trusted on his honor to carry out rules of life, and so on. On the other hand, take the second boy and let him loaf in a filthy home among foul-mouthed, thieving, discontented companions. Is he likely to grow up with the same amount of character as his twin?

Activity	Description
	"There are thousands of boys being wasted daily through being left to become characterless and, therefore, useless wasters, a misery to themselves and an eyesore and a danger to the nation. "They could be saved if only the right surroundings or environment were given to them at the receptive time of their lives. And there are many thousands of others who may not be placed on quite so low a level (for there are wasters in every class of life), but who would be all the better men and more valuable to the country and more satisfactory to themselves if they could be persuaded, at the right age, to develop their characters." Let us remember those words of Baden-Powell as we prepare for our task of developing our Scouts' character.
	Present colors.
Introductions—2 min.	Recognize first-time attendees.
Recognitions—2 min.	Present training awards, Quality Unit Awards, Scoutmaster Award of Merit, etc
Program Features—44 min. *Led by:* _____ *Start time:* _____	
Introduction—1 min.	Provide a handout with the four items to be covered for each of the three Scout experience levels so participants can identify which level to attend.
Resources—3 min.	Identify appropriate resources: • *Fieldbook,* No. 33104 • *Boy Scout Handbook,* No. 33105
Program features—40 min. Note: These resource features are divided into three levels based on the experience level of the Scout in the troop.	
• New-Scout Patrol	• Cooking without utensils and dishes • Basic compass instruction • Orienteering merit badge requirements • Three fire-starting techniques without using matches
• Regular Scout Patrol	• Wilderness Survival merit badge requirements • Edible wild plants • Low-impact camping • Ways to cope with a backcountry emergency situation
• Venture Patrol Participants choose which level to attend. It works best if a troop has a representative attend each of the program levels. Run all levels simultaneously and have four program resource items (10 minutes each) for each level.	• Finding directions and ground position from the constellations • Setting up an orienteering course to use on a campout • Topographic maps • Basic backcountry emergency first aid • Use of global positioning system

Activity	Description
Games—5 min. *Led by:* _____ *Start time:* _____	Blindfold Soccer or Aerobic Tag from *Troop Program Features,* Volume II, No. 33111
Special Feature—15 min. *Led by:* _____ *Start time:* _____	
Training presentation or theme highlight	Planning a 50-mile trek afoot or afloat, complete with handouts and checklists adaptable by any troop
Song/Skit/Run-On—2 min. *Led by:* _____ *Start time:* _____	Provide material appropriate for troop use.
Special Information—10 min. *Led by:* _____ *Start time:* _____	
Details (or highlights) for district, council, or national event(s) or program(s)	Have a COPE instructor explain a COPE course. Invite a speaker from a local search-and-rescue unit to briefly explain the program.
Closing—7 min. *Led by:* _____ *Start time:* _____	
Next meeting: (Date _____)	
Announcements—3 min.	Limit announcements to no more than three minutes and have handouts of any items that take a long time to explain.
District executive's comments—2 min.	Include sample comments and a suggested Scoutmaster's Minute in the handouts. Use examples appropriate for troop meetings.

Activity	Description
Scoutmaster's Minute—1 min.	**Scoutmaster's Minute:** My ideal camp is one where everybody is cheery and busy, where the patrols are kept intact under all circumstances, and where every patrol leader and Scout take genuine pride in their camp and in their gadgets. In a small camp, so much can be done through the example of the Scoutmaster. You are living among your boys and are watched and imitated unconsciously by each of them. If you are lazy, they will be lazy; if you make cleanliness a hobby, it will become theirs; if you are clever at devising camp accessories, they will become rival inventors, and so on. But don't do too much of what should really be done by the boys themselves; see that they do it. "When you want a thing done, don't do it yourself" is the right motto. We want not only healthy and clean camps, carried out in accordance with local rules, but camps where the boys can employ the nearest approach to a backwoodsman's life of adventure.
Retire flag(s)—1 min.	
After the Meeting *Led by:* _____ *Start time:* _____	
Cracker barrel Roundtable staff meeting Follow-up items	• Assignments for next month • Meeting evaluation • Special guest for next month

Boy Scout Roundtable Planning Work Sheet

For Use at November Roundtable

Tracking

December

Activity	Description
Preopening—30 min.	
Led by: _____	
Start time: _____	
Exhibits	Trail signs arranged in a large display
Hands-on demonstrations	
Trading post	
Registration	
Opening—7 min.	
Led by: _____	
Start time: _____	
Welcome—1 min.	
Flag ceremony—2 min.	Ask the leaders of one troop to conduct their favorite flag ceremony.
Introductions—2 min.	Recognize first-time attendees.
Recognitions—2 min.	Present training awards, Quality Unit Awards, Scoutmaster Award of Merit, etc.
Program Features—44 min.	
Led by: _____	
Start time: _____	
Introduction—1 min.	Provide a handout with the four items to be covered for each of the three Scout experience levels so participants can identify which level to attend.
Resources—3 min.	Identify appropriate resources: • *Fieldbook,* No. 33104 • *Nature* merit badge pamphlet, No. 33285 • Old *Boy Scout Handbooks*
Program features—40 min.	
Note: These resource features are divided into three levels based on the experience level of the Scout in the troop.	

Activity	Description
• New-Scout Patrol	• Nature requirements for First Class rank • Handouts on trail signs and their meanings • Topographic map symbols • Scout silent hand signals
• Regular Scout Patrol	• Animal tracks and their identification • Tracking games from the ninth edition of the *Boy Scout Handbook* (1981), pages 256-257 • Reviewing and identifying bird tracks • Setting up a stalking game on a campout, from *Troop Program Features,* Volume III
• Venture Patrol	• Identifying animals from their droppings • Setting up a night tracking game for use on a campout • How wind, rain, and other weather elements can change original stalking and tracking signs • Local history expert sharing animals that would have been stalked and tracked in your area
Participants choose which level to attend. It works best if a troop has a representative attend each of the program levels. Run all levels simultaneously and have four program resource items (10 minutes each) for each level.	
Games—5 min. *Led by:* _____ *Start time:* _____	Any game from *Troop Program Features,* Volume III, No. 33112
Special Feature—15 min. *Led by:* _____ *Start time:* _____	
Training presentation or theme highlight	Have a local search-and-rescue expert explain a wilderness search. Have a local law enforcement officer explain how a search for evidence is set up in an urban area.
Song/Skit/Run-On—2 min. *Led by:* _____ *Start time:* _____	Provide material appropriate for troop use.

Activity	Description
Special Information—10 min.	
Led by: _____	
Start time: _____	
Details (or highlights) for district, council, or national event(s) or program(s)	Have a member of the USDA Forest Service or other local wildlife organization speak on the signs of the animals you are most likely to see and be concerned about on a campout.
Closing—7 min.	
Led by: _____	
Start time: _____	
Next meeting:	
(Date _____)	
Announcements—3 min.	Limit announcements to no more than three minutes and have handouts of any items that take a long time to explain.
District executive's comments—2 min.	Include sample comments and a suggested Scoutmaster's Minute in the handouts. Use examples appropriate for troop meetings.
Scoutmaster's Minute—1 min.	
Retire flag(s)—1 min.	
After the Meeting	
Led by: _____	
Start time: _____	
Cracker barrel Roundtable staff meeting Follow-up items	• Assignments for next month • Meeting evaluation • Special guest for next month

Boy Scout Roundtable Planning Work Sheet

For Use at December Roundtable

Hobbies

January

Activity	Description
Preopening—30 min.	
Led by: _____	
Start time: _____	
Exhibits	Displays from at least a half-dozen local residents' hobbies
Hands-on demonstrations	
Trading post	
Registration	
Opening—7 min.	
Led by: _____	
Start time: _____	
Welcome—1 min.	
Flag ceremony—2 min.	Lord Baden-Powell, the founder of Scouting, viewed hobbies as possible stepping stones to the Scout's future career. And they are. Thousands of photographers, astronomers, mechanics, carpenters, and men in other occupations were first introduced to their careers by Scouting. Here is what Baden-Powell had to say on the subject: "Play is loving to do things, and work is having to do things. "In Scouting we try to help the boys acquire this attitude by making them personally enthused in subjects that appeal to them individually and that will be helpful to them later on. "We do this first and foremost through the fun of Scouting. The boys can then by progressive stages be led on, naturally and unconsciously, to develop themselves for their future." Baden-Powell's insight on this subject is why Scouting emphasizes hobbies in its merit badge program. Present colors.
Introductions—2 min.	Recognize first-time attendees.
Recognitions—2 min.	Present training awards, Quality Unit Awards, Scoutmaster Award of Merit, etc.

Activity	Description
Program Features—44 min. *Led by:* _____ *Start time:* _____	
Introduction—1 min.	Provide a handout with the items to be covered for each of the three Scout experience levels so participants can identify which level to attend.
Resources—3 min.	Identify appropriate resources: • Various merit badge pamphlets • *Boy Scout Handbook,* No. 33105
Program features—40 min. Note: These resource features are divided into three levels based on the experience level of the Scout in the troop.	
• New-Scout Patrol	• Pets merit badge requirements • Demonstration of an insect collection • Demonstration of wood carving • Archery merit badge requirements
• Regular Scout Patrol	• Stamp Collecting merit badge requirements • Demonstration of Computer merit badge • Model train demonstration • Bird Study merit badge requirements
• Venture Patrol	• Fly-Fishing merit badge requirements • Demonstration of video photography • Demonstration of digital photography • Model airplane demonstration • Golf merit badge requirements
Participants choose which level to attend. It works best if a troop has a representative attend each of the program levels. Run all levels simultaneously and have four program resource items (10 minutes each) for each level.	
Games—5 min. *Led by:* _____ *Start time:* _____	Any game from *Troop Program Features,* Volume II, No. 33112

Activity	Description
Special Feature—15 min. *Led by:* _____ *Start time:* _____	
Training presentation or theme highlight	Present instructions for a successful troop hobby fair. Explain judging for a particular hobby as it would happen in a hobby show.
Song/Skit/Run-On—2 min. *Led by:* _____ *Start time:* _____	Provide material appropriate for troop use.
Special Information—10 min. *Led by:* _____ *Start time:* _____	
Details (or highlights) for district, council, or national event(s) or program(s)	Explain or list local hobby stores and their specialties. Instruct how to label, catalog, and preserve a collection of coins, stamps, insects, etc.
Closing—7 min. *Led by:* _____ *Start time:* _____	
Next meeting: (Date _____)	
Announcements—3 min.	Limit announcements to no more than three minutes and have handouts of any items that take a long time to explain.
District executive's comments—2 min.	Include sample comments and a suggested Scoutmaster's Minute in the handouts. Use examples appropriate for troop meetings.
Scoutmaster's Minute—1 min.	Form the group into a living circle. Sing "Kum Ba Yah."
Retire flag(s)—1 min.	
After the Meeting *Led by:* _____ *Start time:* _____	
Cracker barrel Roundtable staff meeting Follow-up items	• Assignments for next month • Meeting evaluation • Special guest for next month

Boy Scout Roundtable Planning Work Sheet

For Use at January Roundtable

Public Service

February

Activity	Description
Preopening—30 min.	
Led by: _____	
Start time: _____	
Exhibits	Displays set up by representatives from at least three local service clubs
Hands-on demonstrations	
Trading post	
Registration	
Opening—7 min.	
Led by: _____	
Start time: _____	
Welcome—1 min.	
Flag ceremony—2 min.	The Scouting movement is famous for service to the community. Lord Baden-Powell, our founder, gave the reason for it when he wrote: "The teaching of service is not merely a matter of teaching in theory, but the development of two distinct phases—the inculcation of the spirit of goodwill, and the provision of opportunity for its expression in practice. "The teaching is mainly through example, and the Scoutmaster gives exactly the right lead in his patriotic dedication of self to the service of the boy, solely for the joy of doing it, and without thought of material reward. "The opportunity for practice is given by the Scoutmaster suggesting to his boys special service projects. "Public services offer the best opening for practical training in sense of duty to the community, patriotism, and self-sacrifice through expression." Baden-Powell's thoughts on public service tell us why the program feature we are preparing for tonight is a good one.
Introductions—2 min.	Recognize first-time attendees.
Recognitions—2 min.	Present training awards, Quality Unit Awards, Scoutmaster Award of Merit, etc.

Activity	Description
Program Features—44 min. *Led by:* _____ *Start time:* _____	
Introduction—1 min.	Provide a handout with the four items to be covered for each of the three Scout experience levels so participants can identify which level to attend.
Resources—3 min.	Identify appropriate resources: • *Boy Scout Handbook,* No. 33105 • Merit badge pamphlets • Uniform Insignia Guide, No. 33066B
Program features—40 min. Note: These resource features are divided into three levels based on the experience level of the Scout in the troop.	
• New-Scout Patrol	• Citizenship requirements for First Class rank • Speech by a school board member • Presentation by a local firefighter • Presentation by a local jail official
• Regular Scout Patrol	• Requirements for Citizenship in the Community, Citizenship in the Nation, and Citizenship in the World merit badges • Speech by a local forest ranger • Presentation by a power company emergency worker • Speech by a local policeman
• Venture Patrol	• National historic flags • Speech by a Federal Emergency Management Agency (FEMA) official • Speech by a Red Cross official • Presentation by an emergency medical technician
Participants choose which level to attend. It works best if a troop has a representative attend each of the program levels. Run all levels simultaneously and have four program resource items (10 minutes each) for each level.	
Games—5 min. *Led by:* _____ *Start time:* _____	Any game from *Troop Program Resources,* No. 33588A

Activity	Description
Special Feature—15 min. *Led by:* _____ *Start time:* _____	
Training presentation or theme highlight	Review flag etiquette. Teach how to run a troop uniform inspection. Review parliamentary procedure from *Venturing Leader Manual,* No. 34655A.
Song/Skit/Run-On—2 min. *Led by:* _____ *Start time:* _____	Provide material appropriate for troop use.
Special Information—10 min. *Led by:* _____ *Start time:* _____	
Details (or highlights) for district, council, or national event(s) or program(s)	List *patrol* Good Turns for the community. Review historic trails in your region.
Closing—7 min. *Led by:* _____ *Start time:* _____	
Next meeting: (Date _____)	
Announcements—3 min.	Limit announcements to no more than three minutes and have handouts of any items that take a long time to explain.
District executive's comments—2 min.	Include sample comments and a suggested Scoutmaster's Minute in the handouts. Use examples appropriate for troop meetings.

Activity	Description
Scoutmaster's Minute—1 min.	**Scoutmaster's Minute:** If any of your troops are looking for a meaningful service project, you may not have to look much beyond your nose. Every community is home to plenty of boys with disabilities—physical, mental, and emotional. Why not bring those boys into Scouting? Boys with disabilities—no less than those we call "normal"—want and need Scouting. Boys with disabilities are much more like normal kids than they are different, and they long to belong to something bigger than themselves. So, if any boys with disabilities attend the same schools as your Scouts, how about inviting them to join your troop? You will be surprised how well they will fit in and how little help they will require to keep up with the other Scouts. Another suggestion: If there is a troop in your community made up entirely of boys with disabilities, why not become a brother troop to it? Its Scouts would be thrilled to have joint activities with your troop. Now I will ask the senior Scouter present to lead us in the Scout Oath.
Retire flag(s)—1 min.	
After the Meeting *Led by:* _____ *Start time:* _____	
Cracker barrel Roundtable staff meeting Follow-up items	• Assignments for next month • Meeting evaluation • Special guest for next month

Boy Scout Roundtable Planning Work Sheet

For Use at February Roundtable

Cultural Diversity/Disability Awareness

March

Activity	Description
Preopening—30 min.	
Led by: _____	
Start time: _____	
Exhibits	Display and samples of food from local ethnic groups, complete with recipes
Hands-on demonstrations	Demonstration of animal assistance for sight, retrieval of items, etc.
Trading post	Hands-on demonstration of computerized speech recognition or generation
Registration	
Opening—7 min.	
Led by: _____	
Start time: _____	
Welcome—1 min.	
Flag ceremony—2 min.	***Loyalty to the Movement*** Lord Baden-Powell, Scouting's founder, wrote: "Let the Scoutmaster remember that in addition to his duty to his boys, he also has a duty to the movement as a whole. Our aim in making boys into good citizens is partly for the benefit of the country, that it may have citizens whose amity and sense of 'playing the game' will keep it united internally and at peace with its neighbors abroad. "Charged with the duty of teaching discipline by their own practice of it, Scoutmasters must necessarily be above petty personal feeling and must be large-minded enough to subject their own personal views to the higher policy of the whole. Theirs is to teach their boys to 'play the game,' each in his place like bricks in a wall, by doing the same themselves. Each has an allotted sphere of work, and the better he devotes himself to that, the better his Scouts will respond to the training. Then it is only by looking to the higher aims of the movement, or to the effects of measures 10 years hence that one can see details of today in their proper proportion." Present colors.
Introductions—2 min.	Recognize first-time attendees.
Recognitions—2 min.	Present training awards, Quality Unit Awards, Scoutmaster Award of Merit, etc.

Activity	Description
Program Features—44 min. *Led by:* _____ *Start time:* _____	
Introduction—1 min.	Provide a handout with the items to be covered for each of the three Scout experience levels so participates can identify which level to attend.
Resources—3 min.	Identify appropriate resources: • Merit badge pamphlets
Program features—40 min. Note: These resource features are divided into three levels based on the experience level of the Scout in the troop.	
• New-Scout Patrol	• Indian Lore merit badge requirements • Blind person's speech about challenges he or she faces • Representative from local ethnic group explains a holiday specific to his or her culture • Review of Blind Hike from *Troop Program Features,* Volume I, No. 33110
• Regular Scout Patrol	• American Cultures merit badge requirements • Deaf person's presentation about challenges he or she faces • Representative from local ethnic group explains a holiday specific to his or her culture (different from new-Scout patrol presentation above)
• Venture Patrol	• Genealogy merit badge requirements • Wheelchair-bound person's speech about challenges he or she faces • Representative from local ethnic group explains a holiday specific to his or her culture (different from both above)
Participants choose which level to attend. It works best if a troop has a representative attend each of the program levels. Run all levels simultaneously and have four program resource items (10 minutes each) for each level.	
Games—5 min. *Led by:* _____ *Start time:* _____	Disability awareness games from *Troop Program Features,* Volume I, No. 33110

Activity	Description
Special Feature—15 min. *Led by:* _____ *Start time:* _____	
Training presentation or theme highlight	Present a demonstration of American Sign Language or braille. Give instructions for a successful troop cultural fair.
Song/Skit/Run-On—2 min. *Led by:* _____ *Start time:* _____	Provide material appropriate for troop use.
Special Information—10 min. *Led by:* _____ *Start time:* _____	
Details (or highlights) for district, council, or national event(s) or program(s)	Present instructions for a disability awareness trail from *Troop Program Features,* Volume I, No. 33110. Review Disability Awareness merit badge requirements.
Closing—7 min. *Led by:* _____ *Start time:* _____	
Next meeting: (Date _____)	
Announcements—3 min.	Limit announcements to no more than three minutes and have handouts of any items that take a long time to explain.
District executive's comments—2 min.	Include sample comments and a suggested Scoutmaster's Minute in the handouts. Use examples appropriate for troop meetings.
Scoutmaster's Minute—1 min.	***Our Guiding Stars*** For thousands of years, men have used the North Star and the circumpolar stars as aids to navigation. They knew that the fixed stars could be depended upon to lead them home and to point the way to new worlds. We have our guiding stars on Earth, too. The home, the church, and the school all help guide us in our daily lives. And Scouting is, or course, another guide to right living for us and for our Scouts. Let us pledge ourselves anew to that guiding star by joining in reciting the Scout Oath.
Retire flag(s)—1 min.	

Activity	Description
After the Meeting	
Led by: _____	
Start time: _____	
Cracker barrel	
Roundtable staff meeting	• Assignments for next month
Follow-up items	• Meeting evaluation • Special guest for next month

Boy Scout Roundtable Planning Work Sheet

For Use at March Roundtable

Wildlife Management

April

Activity	Description
Preopening—30 min. *Led by:* _____ *Start time:* _____	
Exhibits Hands-on demonstrations Trading post Registration	Local conservation groups and government agencies display conservation project opportunities in your area.
Opening—7 min. *Led by:* _____ *Start time:* _____	
Welcome—1 min.	
Flag ceremony—2 min.	There are sermons in the observation of nature. For instance, in bird life, the formation of every feather identical to that of the same species 10,000 miles away, the migration, the nesting, the coloring of the egg, the growth of the young, the parenting, the feeding, the flying power—all this done without the aid of man but under the law of the Creator. These are the best sermons for boys. The flowers in their orders and plants of every kind; their buds and bark; the animals and their habits and species; then the stars in the heavens, with their appointed places and ordered movement in space, give to everyone the first conception of infinity and of the vast scheme of the Creator, where man is of so small account. All these have a fascination for boys, which appeals in an absorbing degree to their inquisitiveness and powers of observation and leads them directly to recognize the hand of God in this world of wonders, if only someone introduces them to it. Present colors.
Introductions—2 min.	Recognize first-time attendees.
Recognitions—2 min.	Present training awards, Quality Unit Awards, Scoutmaster Award of Merit, etc.

Activity	Description
Program Features—44 min. *Led by:* _____ *Start time:* _____	
Introduction—1 min.	Provide a handout with the four items to be covered for each of the three Scout experience levels so participants can identify which level to attend.
Resources—3 min.	Identify appropriate resources: • Merit badge pamphlets • *Boy Scout Handbook,* No. 33105 • *Venturing Leader Manual,* No. 34655A • *Troop Program Resources,* No. 33588A
Program Features—44 min. Note: These resource features are divided into three levels based on the experience level of the Scout in the troop.	
• New-Scout Patrol	• All nature and hiking requirements through the First Class rank • Identification of poisonous plants in your area • Telling time without a watch • Finding directions without a compass
• Regular Scout Patrol	• Nature merit badge requirements • Identification of wild animals in your area • Identification of trees and plants in your area • Speaker from a fish hatchery
• Venture Patrol	• Efforts to purchase or save wildlife habitat • Wildlife Management merit badge requirements • Forest ranger speaking on status of wetlands • Environmental Science merit badge requirements
Participants choose which level to attend. It works best if a troop has a representative attend each of the program levels. Run all levels simultaneously and have four program resource items (10 minutes each) for each level.	
Games—5 min. *Led by:* _____ *Start time:* _____	Appropriate game from *Troop Program Resources,* No. 33588A

Activity	Description
Special Feature—15 min. *Led by:* _____ *Start time:* _____	
Training presentation or theme highlight	Explain how to plan a nature hike. Instruct how to plan a conservation project as explained in the *Venturing Leader Manual.*
Song/Skit/Run-On—2 min. *Led by:* _____ *Start time:* _____	Provide material appropriate for troop use.
Special Information—10 min. *Led by:* _____ *Start time:* _____	
Details (or highlights) for district, council, or national event(s) or program(s)	Review the Outdoor Code. Have a conservation expert speak on the wildlife habitat in your area and the consequences of its disappearance. Review the requirements for the Hornaday Awards and World Conservation Award.
Closing—7 min. *Led by:* _____ *Start time:* _____	
Next meeting: (Date _____)	
Announcements—3 min.	Limit announcements to no more than three minutes and have handouts of any items that take a long time to explain.
District executive's comments—2 min.	Include sample comments and a suggested Scoutmaster's Minute in the handouts. Use examples appropriate for troop meetings.
Scoutmaster's Minute—1 min.	
Retire flag(s)—1 min.	
After the Meeting *Led by:* _____ *Start time:* _____	
Cracker barrel Roundtable staff meeting Follow-up items	• Assignments for next month • Meeting evaluation • Special guest for next month

Boy Scout Roundtable Planning Work Sheet

For Use at April Roundtable

Camping

May

Activity	Description
Preopening—30 min. *Led by:* _____ *Start time:* _____	
Exhibits	Ropework stations for reviewing whipping, splicing, and lashings
Hands-on demonstrations	
Trading post	
Registration	
Opening—7 min. *Led by:* _____ *Start time:* _____	
Welcome—1 min.	
Flag ceremony—2 min.	Form the group into a U shape and read the following. Then repeat the Scout Oath and Pledge of Allegiance. ***The Man in the Glass*** When you get what you want in your struggle for self And the world makes you king for a day, Just go to the mirror and look at yourself And see what THAT man has to say. For it isn't your father or mother or wife Whose judgment upon you must pass; The fellow whose verdict counts most in your life Is the one staring back from the glass. You may be like Jack Horner and chisel a plum And think you're a wonderful guy, But the man in the glass says you're a bum If you can't look him straight in the eye. He's the fellow to please, never mind all the rest, For he's with you clear up to the end, And you've passed your most dangerous, difficult test If the man in the glass is your friend. You may fool the whole world down the pathway of years And get pats on the back as you pass, But your final reward will be heartaches and tears If you've cheated the man in the glass. *—Anonymous*

Activity	Description
Introductions—2 min.	Recognize first-time attendees.
Recognitions—2 min.	Present training awards, Quality Unit Awards, Scoutmaster Award of Merit, etc.
Program Features—44 min. *Led by:* _____ *Start time:* _____	
Introduction—1 min.	Provide a handout with the four items to be covered for each of the three Scout experience levels so participants can identify which level to attend.
Resources—3 min.	Identify appropriate resources: • Merit badge pamphlets • *Boy Scout Handbook,* No. 33105 • *Troop Program Resources,* No. 33588A
Program Features—40 min.	
Note: These resource features are divided into three levels based on the experience level of the Scout in the troop.	
• New-Scout Patrol	• Half-hitch, taut line, clove hitch, square knot, bowline • Tent-pitching practice • What to do if lost on an outing • Using a camp stove
• Regular Scout Patrol	• Tying sheer, square, and diagonal lashings • Performing minor first aid • Using a compass • Using woods tools
• Venture Patrol	• Working with topographic maps • Three ways to treat water for drinking • Emergency procedures for use on an outing • Laying out an orienteering course
Participants choose which level to attend. It works best if a troop has a representative attend each of the program levels. Run all levels simultaneously and have four program resource items (10 minutes each) for each level.	
Games—5 min. *Led by:* _____ *Start time:* _____	An appropriate game from *Troop Program Resources,* No. 33588A

Activity	Description
Special Feature—15 min. *Led by:* _____ *Start time:* _____	
Training presentation or theme highlight	Review Leave No Trace Camping techniques. Review the Leave No Trace Awareness Award.
Song/Skit/Run-On—2 min. *Led by:* _____ *Start time:* _____	Provide material appropriate for troop use.
Special Information—10 min. *Led by:* _____ *Start time:* _____	
Details (or highlights) for district, council, or national event(s) or program(s)	Review the summer camp checklist for a troop and guidelines for a Scout worship service on an outing.
Closing—7 min. *Led by:* _____ *Start time:* _____	
Next meeting: (Date _____)	
Announcements—3 min.	Limit announcements to no more than three minutes and have handouts of any items that take a long time to explain.
District executive's comments—2 min.	Include sample comments and a suggested Scoutmaster's Minute in the handouts. Use examples appropriate for troop meetings.
Scoutmaster's Minute—1 min.	**Scoutmaster's Minute:** Form a living circle, and have someone read the following: Lord, it's so easy to jump to conclusions and make snap judgments, to fix permanent labels on people because of a few words they've said, a single action they've done. But You created us as beings capable of change, able to correct our defects, redeemable. Help us to see one another as You have made us. Help us to understand that anyone can fail, but also that anyone can rise from failure. Help us to give other, and ourselves, the benefit of the doubt. Amen.
Retire flag(s)—1 min.	

Activity	Description
After the Meeting	
Led by: _____	
Start time: _____	
Cracker barrel	
Roundtable staff meeting	• Assignments for next month
Follow-up items	• Meeting evaluation • Special guest for next month

Boy Scout Roundtable Planning Work Sheet

For Use at May Roundtable

Emergency Preparedness

June

Activity	Description
Preopening—30 min. *Led by:* _____ *Start time:* _____ Exhibits Hands-on demonstrations Trading post Registration	Emergency response display by Red Cross, Search and Rescue
Opening—7 min. *Led by:* _____ *Start time:* _____ Welcome—1 min. Flag ceremony—2 min.	***Circle of Tenderfoot Investiture*** (The senior patrol leader takes the candidate into an anteroom and blindfolds him. Place the U.S. flag and the troop flag in the center of the meeting room. The troop falls in, with hands joined in the Scout handclasp, in a circle around the flags, facing out, with their backs to the flags. The simplest way to get into this formation is to form an ordinary circle then have the Scouts perform an about-face. The troop leaders are inside the circle.) SCOUTMASTER: "Be prepared." SCOUTS (in loud voices): "We are prepared!" (This is the signal for the senior patrol leader to bring in the candidate. (If desired, the lights can be turned out, focusing flashlights from the corners of the room on the circle and flags.) The senior patrol leader leads the blindfolded candidate in and walks him around the outside of the circle, halting opposite the Scoutmaster.) SCOUTMASTER: "Senior patrol leader, who is with you?" SENIOR PATROL LEADER: "He is candidate _____, who wishes to join our troop and become a Scout. He has met the requirements and is qualified." SCOUTMASTER: "Remove his blindfold." (To candidate:) "Candidate, you come from the darkness into the light of Scouting, and you see before you the Scouts of Troop _____ in an unbroken circle of comradeship, guarding the flags of their country and their troop. How will you, an outsider, secure a place in this circle?"

Activity	Description
	(The patrol leader of the patrol the candidate is joining speaks up from his position in the circle.) PATROL LEADER: "Sir, the _____ patrol will open the circle and admit the candidate." SCOUTMASTER: "Good. In doing so, remember that you vouch for him." (The senior patrol leader conducts the candidate to the opening the patrol leader has made by dropping his right hand, and leads him into the center of the circle in front of the Scoutmaster.) SCOUTMASTER: "Unclasp hands, about-face!" (The circle now faces in.) "Candidate, you have been admitted into our troop circle to be made a member of the greatest boys' movement in the world. Place your left hand upon the flag of your troop and raise your right hand in the Scout sign. (The color bearer inclines the troop flag toward the candidate, who does as the Scoutmaster has said.) "Now dedicate yourself to the Scout Oath." (Candidate recites the Scout Oath, after which the Scoutmaster tells him to drop his hands.) "Now, where will I get a badge for this candidate?" (At this point a Scout who has been designated beforehand steps forward and salutes. This Scout can be a personal friend of the candidate or a Scout the candidate respects. He can be a Second Class or First Class Scout who is really passing on his own badge.) DESIGNATED SCOUT: "Sir, I will be glad to offer my Tenderfoot badge for this candidate." THE SCOUTMASTER: "Candidate, you have been given a badge that has been worn with honor and distinction by a Scout who has gone before you. This shows our friendship for you and the trust we place in you. By the authority vested in me by the National Council, Boy Scouts of America, I dub you a Tenderfoot Scout."
Introductions—2 min.	Recognize first-time attendees.
Recognitions—2 min.	Present training awards, Quality Unit Awards, Scoutmaster Award of Merit, etc.
Program Features—44 min. *Led by:* _____ *Start time:* _____	
Introduction—1 min.	Provide a handout with the four items to be covered for each of the three Scout experience levels so participants can identify which level to attend.
Resources—3 min.	Identify appropriate resources: • Merit badge pamphlets • *Boy Scout Handbook,* No. 33105 • *Troop Program Features,* Volume I, No. 33110

Activity	Description
Program features—40 min. Note: These resource features are divided into three levels based on the experience level of the Scout in the troop.	
• New-Scout Patrol	• First aid for minor burns, scalds, blisters, venomous snakebites • Transporting an injured person • First aid for rabid animal bite, puncture wound, serious burns, heat exhaustion • Bandages for head injuries, upper arm/collarbone, sprained ankle
• Regular Scout Patrol	• Moving people in emergency situations (crowd control) • Lost-person techniques (*Emergency Preparedness* merit badge pamphlet, No. 33368A) • Boating accident survival techniques • Five common signs of a heart attack
• Venture Patrol	• Ice rescue methods • Ways to signal an aircraft • How to enter/not enter/leave a building during a fire • How to proceed in an electrical emergency
Participants choose which level to attend. It works best if a troop has a representative attend each of the program levels. Run all levels simultaneously and have four program resource items (10 minutes each) for each level.	
Games—5 min. *Led by:* _____ *Start time:* _____	A game from *Troop Program Features,* Volume I, No. 33110
Special Feature—15 min. *Led by:* _____ *Start time:* _____ Training presentation or theme highlight	Instruct setting up a realistic emergency practice event. Demonstrate realistic first aid make-up.
Song/Skit/Run-On—2 min. *Led by:* _____ *Start time:* _____	Provide material appropriate for troop use.

Activity	Description
Special Information—10 min.	
Led by: _____	
Start time: _____	
Details (or highlights) for district, council, or national event(s) or program(s)	Invite a police officer or firefighter to speak about handling emergencies. Red Cross personnel explain the first steps the organization takes in an emergency like an earthquake or a flood.
Closing—7 min.	
Led by: _____	
Start time: _____	
Next meeting:	
(Date _____)	
Announcements—3 min.	Limit announcements to no more than three minutes and have handouts of any items that take a long time to explain.
District executive's comments—2 min.	Include sample comments and a suggested Scoutmaster's Minute in the handouts. Use examples appropriate for troop meetings.
Scoutmaster's Minute—1 min.	**Scoutmaster's Minute:** Perform the "Circle of the Square Knot" induction ceremony: Form the Scouts in a circle, each with a 3-foot length of rope. Each length of rope should have a Scout's name attached to it so that he always gets the same piece for his ceremony participation. Tie the ropes together using square knots, but leave one open. Bring the candidate into the center and then tie the final knot. Tell the candidate that he is standing in the circle of the square knot. If he is worthy and willing to make the Scout Oath and Law the law of his life, he can join the circle. He does so by repeating the Scout Oath, after which he is given a piece of rope. The leader of the patrol to which he is to belong escorts him to the circle, which is broken and enlarged. The boy then joins his rope to the rest. The Scoutmaster then speaks briefly about some phase of friendship or comradeship.
Retire flag(s)—1 min.	
After the Meeting	
Led by: _____	
Start time: _____	
Cracker barrel Roundtable staff meeting Follow-up items	• Assignments for next month • Meeting evaluation • Special guest for next month

Boy Scout Roundtable Planning Work Sheet

For Use at June Roundtable

Health Care

July

Activity	Description
Preopening—30 min.	
Led by: _____	
Start time: _____	
Exhibits	Sobriety test like used by law enforcement officers
Hands-on demonstrations	BSA video "Drugs, A Deadly Game"
Trading post	
Registration	
Opening—7 min.	
Led by: _____	
Start time: _____	
Welcome—1 min.	
Flag ceremony—2 min.	Form the group into a horseshoe formation and present colors at the open end. Lead the Pledge of Allegiance, and post the colors. Ask the senior Scouter present to lead the group in reciting the Scout Law.
Introductions—2 min.	Recognize first-time attendees.
Recognitions—2 min.	Present training awards, Quality Units, Scoutmaster Award of Merit, etc.
Program Features—44 min.	
Led by: _____	
Start time: _____	
Introduction—1 min.	Provide a handout with the four items to be covered for each of the three Scout experience levels so participants can identify which level to attend.
Resources—3 min.	Identify appropriate resources: • Merit badge pamphlets • *Troop Program Resources,* No. 33588A

Activity	Description
Program Features—40 min. Note: These resource features are divided into three levels based on the experience level of the Scout in the troop.	
• New-Scout Patrol	• Personal Fitness merit badge requirements • Ideas from a personal trainer on improving personal fitness • Techniques for youth on handling school bullies • Speaker from local blood bank on who/how/when one can give blood
• Regular Scout Patrol	• Heimlich maneuver • Sports merit badge requirements • Alcoholics Anonymous speaker outlining the program • Signs of suspected alcohol abuse
• Venture Patrol	• Guidelines for good mental health • Speaker from drug rehabilitation facility outlining the program • Signs of suspected drug abuse • List of community resources on who to contact for any kind of suspected abuse
Participants choose which level to attend. It works best if a troop has a representative attend each of the program levels. Run all levels simultaneously and have four program resource items (10 minutes each) for each level.	
Games—5 min. *Led by:* _____ *Start time:* _____	Any game in *Troop Program Resources,* No. 33588A
Special Feature—15 min. *Led by:* _____ *Start time:* _____	
Training presentation or theme highlight	Review BSA procedures for suspected child abuse. Show BSA videos about child abuse (may have to adjust other program times).
Song/Skit/Run-On—2 min. *Led by:* _____ *Start time:* _____	Provide material appropriate for troop use.

Activity	Description
Special Information—10 min.	
Led by: _____	
Start time: _____	
Details (or highlights) for district, council, or national event(s) or program(s)	Review the organ donor program in your area. Review how and when to call 9-1-1, and what to expect.
Closing—7 min.	
Led by: _____	
Start time: _____	
Next meeting:	
(Date _____)	
Announcements—3 min.	Limit announcements to no more than three minutes and have handouts of any items that take a long time to explain.
District executive's comments—2 min.	Include sample comments and a suggested Scoutmaster's Minute in the handouts. Use examples appropriate for troop meetings.
Scoutmaster's Minute—1 min.	**Scoutmaster's Minute:** (Show a Boy Scout jackknife.) As most of you know, this little tool is mighty handy, especially around camp. You can clean a fish, punch a hole in leather, and whittle a fuzz stick. Those of us of a certain age also remember the game of mumblety-peg, which was played with a Scout knife. But this knife is worse than no good if it is not kept clean and sharp. It can be downright dangerous! It is the same with our bodies and minds. If we do not keep them clean and sharp, we are in trouble. Impress that fact on your Scouts. Make sure they understand that drugs and alcohol are a sure route to failing minds and bodies. Now let's remind ourselves what a clean and sharp Scout is by joining in reciting the Scout Law.
Retire flag(s)—1 min.	
After the Meeting	
Led by: _____	
Start time: _____	
Cracker barrel Roundtable staff meeting Follow-up items	• Assignments for next month • Meeting evaluation • Special guest for next month

Boy Scout Roundtable Planning Work Sheet

For Use at July Roundtable

Boating/Canoeing

August

Activity	Description
Preopening—30 min. *Led by:* _____ *Start time:* _____	
Exhibits	Northern Tier National High-Adventure Bases and treks available there
Hands-on demonstrations	Boating- and water-related merit badges
Trading post	
Registration	
Opening—7 min. *Led by:* _____ *Start time:* _____	
Welcome—1 min.	
Flag ceremony—2 min.	Swimming and other aquatic sports have always been popular in Scouting. Here is what Lord Baden-Powell, Scouting's founder, had to say about them: "The advantages of swimming among many other forms of physical training are these: "The boy delights in it and is keen to learn. "He gets to enjoy cleanliness. "He learns pluck in attaining the art. "He gains self-confidence on mastering it. "He develops his chest and breathing organs. "He develops muscle. "He gains the power of saving life and looks for opportunities of doing it. "Boat rowing also is an excellent muscle developer, and appeals very greatly to the Scout. It is only allowed after he has qualified in swimming, so induces a good lot of boys to train themselves in that time."
Introductions—2 min.	Recognize first-time attendees.
Recognitions—2 min.	Present training awards, Quality Unit Awards, Scoutmaster Award of Merit, etc.

Activity	Description
Program Features—44 min. *Led by:* _____ *Start time:* _____	
Introduction—1 min.	Provide a handout with the four items to be covered for each of the three Scout experience levels so participants can identify which level to attend.
Resources—3 min.	Identify appropriate resources: • Merit badge pamphlets • *Boy Scout Handbook,* No. 33105 • *Troop Program Features,* Volume I, No. 33110
Program Features—40 min. Note: These resource features are divided into three levels based on the experience level of the Scout in the troop.	
• New-Scout Patrol	• Rowing merit badge requirements • Packing a canoe • First and Second Class swimming requirements • CPR technique
• Regular Scout Patrol	• Canoeing merit badge requirements • How to portage a canoe • Small-Boat Sailing merit badge requirements • Emergency procedures for any kind of water rescue
• Venture Patrol	• Lifesaving merit badge requirements • Righting a swamped canoe • Whitewater merit badge requirements • Procedures in a swimming or drowning emergency
Participants choose which level to attend. It works best if a troop has a representative attend each of the program levels. Run all levels simultaneously and have four program resource items (10 minutes each) for each level.	
Games—5 min. *Led by:* _____ *Start time:* _____	Water games from *Troop Program Features,* Volume I, No. 33110

Activity	Description
Special Feature—15 min.	
Led by: _____	
Start time: _____	
Training presentation or theme highlight	Instruct on how to run a fishing tournament or regatta on a troop aquatic outing. Explain how to plan a 50-mile trek afloat.
Song/Skit/Run-On—2 min.	
Led by: _____	Provide material appropriate for troop use.
Start time: _____	
Special Information—10 min.	
Led by: _____	
Start time: _____	
Details (or highlights) for district, council, or national event(s) or program(s)	Review Safe Swim Defense and Safety Afloat.
Closing—7 min.	
Led by: _____	
Start time: _____	
Next meeting:	
(Date _____)	
Announcements—3 min.	Limit announcements to no more than three minutes and have handouts of any items that take a long time to explain.
District executive's comments—2 min.	Include sample comments and a suggested Scoutmaster's Minute in the handouts. Use examples appropriate for troop meetings.
Scoutmaster's Minute—1 min.	
Retire flag(s)—1 min.	
After the Meeting	
Led by: _____	
Start time: _____	
Cracker barrel Roundtable staff meeting Follow-up items	• Assignments for next month • Meeting evaluation • Special guest for next month

Boy Scout Roundtable Planning Work Sheet

For Use at August Roundtable

Safety

September

Activity	Description
Preopening—30 min. *Led by:* _____ *Start time:* _____	
Exhibits Hands-on demonstrations Trading post Registration	Crime prevention/safety provided by a local law enforcement officer or agency
Opening—7 min. *Led by:* _____ *Start time:* _____	
Welcome—1 min.	
Flag ceremony—2 min.	Open with a simple, quick ceremony that is suitable for a troop meeting.
Introductions—2 min.	Recognize first-time attendees.
Recognitions—2 min.	Present training awards, Quality Unit Awards, Scoutmaster Award of Merit, etc. Post colors and lead the Pledge of Allegiance. Sing "God Bless America."
Program Features—44 min. *Led by:* _____ *Start time:* _____	
Introduction—1 min.	Provide handout with the four items being covered for each of the three Scout experience levels so participants can identify which level to attend.
Resources—3 min.	Identify appropriate resources: • Merit badge pamphlets • *Guide to Safe Scouting,* No. 34416 • *Troop Program Resources,* No. 33588A

Activity	Description
Program Features—40 min.	
Note: These resource features are divided into three levels based on the experience level of the Scout in the troop.	
• New-Scout Patrol	• Fire Safety merit badge requirements • Stove, fire building, and wood tools safety • Home safety checklist • Safe food-handling and preparation
• Regular Scout Patrol	• Safety merit badge requirements • Automobile safety checklist • Key elements of traffic safety • Key elements to pedestrian safety
• Venture Patrol	• Crime Prevention merit badge requirements • Safety measures to follow in cases of theft, assault, and robbery • Dealing with panic—personal and in a group • Key safety items to follow during a fire
Participants choose which level to attend. It works best if a troop has a representative attend each of the program levels. Run all levels simultaneously and have four program resource items (10 minutes each) for each level.	
Games—5 min. *Led by:* _____ *Start time:* _____	Any game from *Troop Program Resources,* No. 33588A
Special Feature—15 min. *Led by:* _____ *Start time:* _____	
Training presentation or theme highlight	Review *Guide to Safe Scouting,* No. 34416. Review local and national tour permits.
Song/Skit/Run-On—2 min. *Led by:* _____ *Start time:* _____	Provide material appropriate for troop use

Activity	Description
Special Information—10 min.	
Led by: _____	
Start time: _____	
Details (or highlights) for district, council, or national event(s) or program(s)	Review the steps to take in a medical emergency for a stroke or heart attack. Review the steps to take at the scene of an automobile accident.
Closing—7 min.	
Led by: _____	
Start time: _____	
Next meeting:	
(Date _____)	
Announcements—3 min.	Limit announcements to no more than three minutes and have handouts of any items that take a long time to explain.
District executive's comments—2 min.	Include sample comments and a suggested Scoutmaster's Minute in the handouts. Use examples appropriate for troop meetings.
Scoutmaster's Minute—1 min.	Ask Scouters to cross arms, grasp their neighbors' hands, and join in saying the Scout benediction.
Retire flag(s)—1 min.	
After the Meeting	
Led by: _____	
Start time: _____	
Cracker barrel Roundtable staff meeting Follow-up items	• Assignments for next month • Meeting evaluation • Special guest for next month

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