



BOY SCOUTS OF AMERICA

# KNOX TRAIL COUNCIL

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www.ktc-bsa.org

To: Knox Trail Council Adult Leaders

RE: Knox Trail Council Training Policy Revision

The Knox Trail Council training policy letter dated October 1, 2010 announced the council policy requiring that all direct contact leaders in the council be fully trained for their position in the Den, Pack, Troop, Crew, Post or Team by 12/31/2011 in order to re-charter with their unit for the 2012 calendar year.

While the Council firmly believes that every youth deserves trained leaders and is committed to its goal of having 100% of our adult leaders fully trained for their registered position, we acknowledge that the original timeframe for completing this goal was difficult to achieve for many adult leaders and the planned national database for tracking leader training has not been fully implemented. For these reasons the Knox Trail Council Training Policy is being revised as follows:

1. All adult volunteers, including merit badge counselors, and any adults who participate in overnight scout events (including parents) must complete *Youth Protection Training (YPT)* before participating as an adult volunteer or participating in an overnight event. *YPT* must be renewed at least every two years thereafter. *(no change)*
2. All council units must have their top adult leaders (Cubmaster, Scoutmaster, Venturing Crew Advisor, or Explorer Post Advisor) fully trained in accordance with the [BSA training guidelines](#) in order for the unit to be chartered for 2012. *(no change)*
3. All Adult leaders must be fully trained for their position by the dates listed below in order to be registered with their unit at re-charter time. The [Basic Training Checklist](#) and [Training Flow Chart](#) describing required training for each position are available on the [council training web site](#).

## Summary of Required Training Dates:

<b>Position</b>	<b>Old date</b>	<b>New date</b>	<b>Change</b>
Cubmaster	12/31/2011	12/31/2011	No Change
Scoutmaster	12/31/2011	12/31/2011	No Change
Crew Advisor <sup>i</sup>	12/31/2011	12/31/2011	No Change
Post Advisor	12/31/2011	12/31/2011	No Change
Team Coach	12/31/2011	12/31/2011	No Change
Den Leader, Asst Den Leader	12/31/2011	12/31/2012	+ 1 year
Assistant Scoutmaster	12/31/2011	12/31/2012	+ 1 year
Assoc. Post Advisor	12/31/2011	12/31/2012	+ 1 year
Assoc. Crew Advisor <sup>i</sup>	12/31/2011	12/31/2012	+ 1 year
Assoc. Post Advisor	12/31/2011	12/31/2012	+ 1 year
Unit Commissioners	12/31/2011	12/31/2012	+ 1 year
Pack and Troop Committee	12/31/2012	12/31/2012	No Change

The training plan includes the following provisions, **(unchanged from the original policy)**:

- Newly registered leaders have 12 months to meet the training requirements for their position, [or date above, whichever is later].
- Leaders who have completed **Wood Badge** training or have served as full time staff on a **Wood Badge for the 21st Century** course or a **National Youth Leadership Training (NYLT)** course will be considered fully trained for their position.
- Serving as a full-time staff member of any Basic Leader Training Course will deem a registered leader as having met the requirements of that course.
- There is no exemption for Assistant Scoutmasters ages 18-21. They will be required to be fully trained for their position by December 31, **2012**, including completion of **Introduction to Outdoor Leader Skills**, in order to register with their unit for **2013**.
- Each leader's official training record, maintained in the national database by the Council, will document all training completed by the leader. Leaders can check their training records by logging into <http://myscouting.scouting.org/> and selecting Training Validation in the left pane. In cases where the council's training records are incorrect volunteers may correct the training record by contacting the council service center at 508-872-6551 or by submitting a [training update form](#) included in the unit's rechartering package and available on the [council training web page](#).

Any questions regarding this policy may be directed to your Council Training Committee:

Frank Schimmoller, Council Training Chair, [schimmf@gmail.com](mailto:schimmf@gmail.com)

Dick Mangus, Tri-River District Training Chair, [rtm71rtm@aol.com](mailto:rtm71rtm@aol.com)

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Philip Harvell, Liberty District Training Chair, [pharvel@microsemi.com](mailto:pharvel@microsemi.com)

Aileen Sabin, Exploring / Venturing Training Chair, [sabin6448@comcast.net](mailto:sabin6448@comcast.net)

Ed Behn, Council Training Committee, [ed@edbehn.com](mailto:ed@edbehn.com)

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<sup>i</sup> Crew leader training includes Introduction to Outdoor Leader Skills (IOLS) if crew has outdoor program.