

# S.S.S. COLUMBIA RANGER



## HANDBOOK FOR NEW MEMBERS

REVISED JANUARY 7, 2000



# S.S.S. COLUMBIA RANGER

SEA SCOUT SHIP 361 • BOY SCOUTS OF AMERICA

Dear Seaman Recruit:

Welcome aboard! We're really glad you've decided to join us. We'd like to take a moment to tell you a little about our Ship, how it runs, and your part in the Ship. Some of this information you've already been told, but we would like to repeat it in print. Please share this information with your parents.

The Ship meets at First Presbyterian Church of Howard County (9325 Old Annapolis Road *(or Route 108 just East of Route 29)*, Columbia, Maryland 21045; phone: 410-730-3545). We meet nearly every Wednesday of the year from 7:30 to 9:00 in the evening; **plan to arrive at 7:15**. If you are unable to attend a meeting, you **must** call your Crew Leader to let her/him know. If you need a ride to or from the meeting, please talk with your Crew Leader to find out who lives in your area.

The Ship is known two different ways: *Ship 361* and *S.S.S. Columbia Ranger*. The "S.S.S." is **Sea Scout Ship**. We have been functioning at First Presbyterian Church since 1984, and have had a lot success and a lot of fun over the last decade and a half.

There are a number of forms at the end of this packet that need to be filled out as soon as possible. Please plan on completing them not later than next Wednesday.

Please take time to read over the entire packet carefully. You will enjoy yourself much more if you know what's going on. If you have any questions, don't hesitate to ask your Crew Leader or the Boatswain's Mate. Our Boatswain's Mate (Administration) is Gerritt Lang, who can be reached at home at 410-740-2088.

We're really pleased that you've decided to join us. Please don't hesitate to let us know if there is any way we can make your experience as good as it can be.

Sincerely,

Bruce Johnson  
Skipper

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## What is expected of you

The Ship has an exciting year-round program that we believe you will enjoy. The Ship's Petty Officers (youth leaders) planned it. It includes sailing, backpacking, canoeing, camping, hiking, regatta competitions, and purely social events.

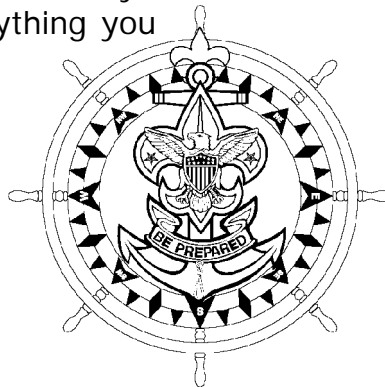
You will need to do a few things right away so that you will be prepared to participate in these events:

1. Get your work uniform together right away and start working on your dress whites. You will need the work uniform within a couple of weeks, and the dress uniform within a couple of months.
2. Leaf through the *Sea Scout Manual*. Familiarize yourself with where things are in the Manual, as well as what you'll need to do to advance. The Ship's Quarterdeck is committed to seeing all new Seaman Recruits earn the Apprentice rank within two months.
3. Read through this booklet completely and know what it says.

Ask questions if there's anything you

don't understand.

4. Always be on time for Ship events. Ship meetings are at 7:30 -- you must be on deck **not later than 7:15 (or 7:00 if you're in duty crew)**.
5. Be in uniform at all Ship meetings and bring your *Sea Scout Manual* and advancement scoreboard to all Ship meetings and activities.
6. You are expected to make a constant, progressive effort on advancement. Look through the Apprentice requirements. Read the material related to each Apprentice requirement. When you're ready, ask any Sea Scout Apprentice or over to test you.
7. Keep your dues paid up. It costs something to run this operation. You're getting a great program for your dues.
8. Courtesy is infectious! You will be treated with dignity and respect by the Officers of *Columbia Ranger*. Do the same in return. Use "sir" and "ma'am" always. This is a life skill that's important to acquire.



*(Calendar of Events):* **DONE**

## Ship organization

*S.S.S. Columbia Ranger* is a Sea Scout-run Ship. The Ship's program is developed and run by the Scouts with adult advisory help and supervision. The Sea Scout in charge of the day-to-day operations of the Ship is the Ship's Boatswain, who works with the Skipper to ensure that the Ship's program is carried out according to the wishes of

the Scouts. They are responsible for making sure that the Sea Scouting program is used appropriately and that BSA rules are followed. The Ship also has a Ship Committee that helps provide the resources and support as needed. A detailed discussion of Ship organization can be found in the *Sea Scout Manual* on pages 2-1 to 2-11.

The current (as of January 7, 2000) Ship's leadership is as follows:

Boatswain	Ian Sitek	410-381-9620
Boatswain's Mate	Gerritt Lang	410-740-2088
Boatswain's Mate	Josh Graff	410-796-1165
Yeoman	Cristyn Johnson	410-740-9023
Purser	John Deatherage	410-381-0160
Storekeeper	Andy Gross	301-854-9885
Crew Leader - Alpha	Cristyn Johnson	410-740-9023
Crew Leader - Bravo	Dan Haack	301-617-9073
Skipper	Bruce Johnson	410-740-7204
Mate	Katie Sanders	410-825-1437
Mate	Denise Stanley	410-884-7343
Mate	Fred Martinez	410-750-3965
Committee Chair	Sara Gray	410-997-1062

## Dues and Finances

As a new member (the year you join the Ship), you pay a *New Member Fee* of \$50.00 plus pro-rated dues.<sup>1</sup>

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<sup>1</sup>When you join the Ship, you will pay your *New Member Fee* plus any dues for the remainder of the year. The fee schedule is as follows:

Joining in January            \$110

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February	\$110
March	\$110
April	\$90
May	\$90
June	\$90
July	\$80
August	\$80
September	\$80
October	\$70

This fee **just** covers the cost of most items you would have to buy separately at several different places, including your manual, set of insignia for your work and dress uniforms, work hat and belt, name tag, registration, and insurance. As you will see in the section on uniforms, you will need to order a blue, chambray shirt from the Navy to complete the work uniform, as well as order your dress white uniform from them.

The Ship "re-charters" every year in February. An annual *Activity Fee* of \$60.00 will be due at that time. (This included in your *New Member Fee* if you join in January or February.) Funds for re-registration may not be taken from your Ship personal account (see below).

## Activities

The Ship has weekend activities nearly every month of the year. Most activities cost between \$15 and \$20, although some are somewhat higher. It is the Sea Scout's responsibility to turn in the announced fees and permission slip **not later than the Wednesday Ship meeting a week and a half prior to the event**. (Occasionally the advanced lead time is even longer, but you will be notified if it is.) This will allow the youth activity chair to line up appropriate transportation, make necessary registrations, and distribute correct funds for

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November	\$70
December	\$70

food. Funds for activities may be taken from your Ship personal account.

## Ship Personal Account

Each Sea Scout has a personal account with the Ship. This account includes money he or she has earned by participating in Ship fund-raisers, as well as any money that your parent may want to deposit to assist in your involvement in the Ship. This is **your** money to be used for any Sea Scouting related activity or expense. If you would like to use money from your personal account, please see the Purser. (*Note:* When you leave the Ship, any funds in your personal account will be shifted to the Skipper's account to provide discretionary funds for financial assistance and special projects.)

## Fund Raisers

*S.S.S. Columbia Ranger* is entirely self-funding. This funding comes from dues, activity fees, and from fund-raising activities. The Ship has always tried to keep costs as reasonable as possible to help make it affordable for as many people as possible.

The Ship has several fund-raisers over the course of the year. A portion of the profit from each fund-raiser is distributed to the Scouts' personal accounts who participate in the fund-raisers. Since we have kept dues low, the Ship **requires** that all Scouts participate in fund-raising activities (see *Mini-*

*mum Standards).*

### **Lack of Funds**

No one is ever barred from any Scouting activities because of lack of family funds. If you ever have problems in obtaining funds to pay dues, for an activity, or other debts, speak with the Skipper. The Ship has a limited pool of funds available for handling this sort of situation. Your discussion will be treated as confidential.

### **Driving Policy**

It is the policy of Ship 361 that all drivers to, from and during scouting activities be at least 21 years of age. Scouting activities include fund-raising events, and all other activities planned by the ship, the council, the region, or any other entity under the auspices of the Boy Scouts of America, other than regular meetings.

Where special circumstances **require** it (example: senior prom), an exception may be made by the adult adviser for the effected activity in consultation with the Skipper, who may allow a Scout who is a licensed driver to drive alone to an activity, **provided the Scout's parent or guardian submits written permission before each such activity.** Where such an exception is made, it shall be the Scout's duty, when he or she arrives at the activity, to turn over custody of all keys for the vehicle to the Skipper or adult adviser, who shall keep

custody of the keys until it is time for the Scout to depart the event. Once parked, all Scouts' vehicle shall be designated as off limits until departure.

Under no circumstances may a Scout operate a vehicle to, from, or during a scouting activity or meeting while under the influence of drugs or alcohol or while otherwise physically or mentally impaired.

Any violation of this policy will be treated with the utmost seriousness and will result in punishment as provided for in the Ship's by-laws.

The Ship recognizes each parent's or guardian's right and responsibility to decide how their Scout will be transported to meetings and activities where transportation as a group is not provided.

### **Advancement**

The Ship's program is a challenging, adventure-orientated outdoor program centered around the water. Without the necessary skills you may not be able to participate effectively, and indeed, you may slow up your fellow Scouts.

Because of this, Sea Scouting has an aggressive training program to help teach you the skills you need to be self-reliant on the water. Associated with this is an advancement program that allows you to measure how you're progressing, and be recognized when

you have achieved certain levels of proficiency.



Sea Scouting's advancement program is open to all Sea Scouts and leads to the prestigious Quartermaster Award. You are expected to make a continuous effort on your advancement. Right now, you are referred to as a "Seaman Recruit", which you will remain until you earn the right to go through the Admissions Ceremony and are actually admitted to full membership in *Columbia Ranger*. (We'll explain about that in a minute.) Once you've gone through the Admissions Ceremony, you will be a "Seaman Candidate".

The remaining ranks are Apprentice, Ordinary, Able, and Quartermaster. Each rank is more difficult, with almost all Sea Scouts reaching Apprentice, and only about a dozen each year earning Quartermaster. S.S.S. Columbia Ranger has produced two Quartermasters in the last decade.



### How to Qualify for Full Membership ("Seaman Candidate")



The emphasis of the Apprentice rank is to help you to learn the basic skills you need to be a Sea Scout. Some of these

skills are boating / on-the-water related; others are program related.

To qualify for full membership in Columbia Ranger, go through the Admissions ceremony, and become a "Seaman Candidate", you must successfully complete Apprentice requirements 2, 4, and 5. They are:

2. **Ideals:** Repeat from memory and discuss with an adult leader the Sea Promise. Discuss the Scout Oath and Law, and agree to carry out the provisions of your Ship's Code.

Our Ship's Code, or *Minimum Standards*, requires that all Scouts know the Sea Promise, Scout Oath, and Scout Law by heart. This packet includes all three on a separate page to help you. This requirement must be signed off by an adult officer.

4. **Active Membership:** Provide evidence that your dues are paid up and that you are doing your fair share in helping to finance your ship's program.

To fulfill this requirement, you must have paid the Ship's *New Member Fee* (\$50.00 plus dues), participated in any fundraisers held between when you joined and the date this requirement is signed off, and paid any

dues that come due between when you joined and the date this requirement is signed off. The Purser signs you off on this.

5. **Active Membership:** Describe the Sea Scout uniforms adopted by your ship and obtain a suitable uniform. Tell how and when the uniform is worn and how to care for it.

You will be expected to show that you have both the work and dress uniforms and that the insignia is neatly and correctly sewn on. You will be expected to show that you are routinely wearing you uniform to all Ship functions. Any Scout Apprentice rank or higher, or any adult officer, may sign you off on this.

By action of the Ship's Quarterdeck

(youth leaders), it is a Ship's goal that all new recruits will earn their Apprentice rank within three months of entering the Ship, and that all Seaman Apprentices will earn the Ordinary rank within an additional nine months after that. If you feel that you are not being given an opportunity to work on a requirement for your next rank and would like help, please see your Crew Leader who will be happy to help you.

### Boy Scout Advancement



Any Scout who has earned at least the First Class rank in his Boy Scout troop may continue work towards Eagle Scout as a member of *S.S.S. Columbia Ranger*. You may do this either by continuing to be active in your troop, or you may earn the rank as a Sea Scout. *S.S.S. Columbia Ranger* has produced seven Eagle Scouts. Please bring your interest in working on Eagle to the Skipper's attention. The Ship has people who are prepared to help you.

Minimum standards: **DONE**

*(Leave blank)*

Goals & objectives: **DONE**

*(Leave blank)*

Ideals: **DONE**

## Uniforming

Uniforming is an important part of being a Sea Scout. Looking sharp reflects not only on you but also on the rest of your shipmates. As a member of this Ship, you are expected to report to all Ship formations properly and fully uniformed. (See the Ship's *Minimum Standards*.) The following sections discuss *S.S.S. Columbia Ranger's* uniforms, insignia, and where to get them.

### Work Uniform

The Ship's "Work Uniform" is worn to all ship meetings other than the first meeting of the month. You will be expected to get your work uniform in inspection shape within 2 weeks of joining. It consists of the following:

- S.S.S. Columbia Ranger ball cap (*issued to you when you join*)
- Blue chambray shirt (*you purchase it from the Navy or Sears*)
- **Dark** blue blue jeans (*must be neat with no rips or holes; may be replaced by dark blue shorts during summer*)
- Black web belt (*issued to you when you join*)
- White socks
- Brown leather deck shoes

As you can see, you will only need to go out and purchase the shirt from the Navy (and possibly the deck shoes). (We will explain how that works below.) You will also need to sew the set

of insignia you are issued onto the chambray shirt as soon as you receive it. Insignia placement is as follows (illustrations are on the back cover of this guide):

- *Baltimore Area Council* strip on left sleeve touching the shoulder seam
- *361* strip immediately below and touching the bottom of the Council strip
- *Sea Scout B.S.A.* strip immediately above and touching the top of the right pocket
- Crew patch on the right sleeve touching the shoulder seam
- *Standard Sea Scout Unit* patch on right sleeve **5 inches** below shoulder seam

### Dress Uniform

The Ship's dress uniform is worn the first meeting of the month, at all Bridges of Honor, and other special occasions. It represents the Ship at its finest appearance. You are expected to have a full dress uniform within two months of joining the Ship. You may want to consider ordering the uniforming from the Navy when you order your blue chambray shirt. The dress uniform consists of:

- White hat
- White shirt/blouse
- White skirt (*girls*) or trousers (*guys*)

- White socks (*guys*) or skin-color stockings (*girls*)
- White shoes (K-mart)

All but the shoes are purchased from the Navy. (We will explain how that works below.) You are issued a set of insignia for the white shirt with your New Member fee and you should sew on the insignia as soon as you receive the shirt. Insignia placement is the same as on the chambray shirt (see above) except that:



The *Sea Scout* oval patch ("bug") is worn centered on the front of the white hat. (How do you tell the front of the hat? Look inside the hat. You will see a seam with a tag sewn to it. The end of that seam away from the tag is the front/center of the hat.)

### Ordering Uniforms from the Navy

As you see from the information about our uniforms above, we use U.S. Navy uniforming. This is permitted through formal permission granted by the Secretary of the Navy to the Boy Scouts of America. Navy uniforming is well made and reasonably priced.

When you join *Columbia Ranger* one of the forms you fill out is the *Social Security Number Sheet*. This sheet is turned in to the Skipper. The Skipper in turn sends your name and social security number to the Navy informing them that you are now a Sea Scout, permitted to purchase uniforming from them.

To order from the Navy, you should call 1-800-368-4088. They will ask you for your name, social security number, and branch of service. To the last question, you should answer **Sea Scouts**. This may confuse them. Fear not. Mention that you are a member of **Ship 361**, skippered by Bruce Johnson. The Skipper's social security number is 194-46-0145. If you have any problems after that, give Mrs. Sarah Gray a call at 410-997-1062. She will get it straightened out for you. The Navy's preferred method for payment is Visa or Master Card. They will ship to your home, and you can request rush delivery if you need it.

Here is what you will need to order from the Navy:

*Guys: (for Male Enlisted uniforms)*

Shirt, Short sleeves - Utility (chambray)	Lt. blue	\$10.00
Shirt, Short sleeves - Government Issue	White	\$ 7.20
Trousers, Summer - Government Issue	White	\$15.10
Belt, Uniform with silver buckle & tip - Government Issue	White	\$ 1.15
Service Hat - Government Issue	White	\$ 4.30

*Girls: (for Female Enlisted uniforms)*

Shirt, Short sleeves, Chambray	Lt. blue	\$10.00
Shirt, Short sleeves - Government Issue	White <b>CNT</b>	\$ 9.60
Skirt, Summer White - Government Issue	White	\$10.35
Belt, Uniform with silver buckle & tip - Government Issue	White	\$ 1.15
<b>Male</b> Service Hat - Government Issue	White	\$ 4.30

**T-Shirt**

The Ship has an official T-shirt. You can purchase one (\$12) from Mrs. Gray.

**Parent Involvement**

We'd like to take a moment to welcome aboard the parents of our new members. Over the years, the officers and Ship's Committee of *S.S.S. Columbia Ranger* have worked with dozens of young adults, helping them to mature and grow as self-assured individuals and members of the community. We're glad that your teenager has chosen to join us and feel certain that she or he will grow with us while having a good time.

As you can see from the rest of

this *Handbook, Columbia Ranger* is a part of the Boy Scouts of America. Support comes from the Venturing Division of Baltimore Area Council, which is assisted by the National Pike District Executive. Should you ever have any questions, he can be reached at 410-338-1700, ext. 138.

The day-to-day operation of the Ship is lead by the Ship's Boatswain, a youth member. His/her adult advisor is the Skipper, Bruce Johnson. The Boatswain and Skipper work together to ensure that Ship meetings and program run smoothly, and challenges are dealt with before they become *problems*. The rest of the Ship leadership team is comprised of "*petty officers*" (youth leaders) and *Mates* (also called officers). Each petty officer has an adult advisor who helps her or him do the job

and learn how to do the job better. Through this experience, the Sea Scout gets the job done, leads the Ship, and develops leadership skills.

The Ship has never been in a position of having too much adult help. Running a high quality program (and this Ship has achieved *Standard Sea Scout Unit* and *Honor Unit* standing every year for the last fifteen years) takes a lot of hands. That's where you come in.

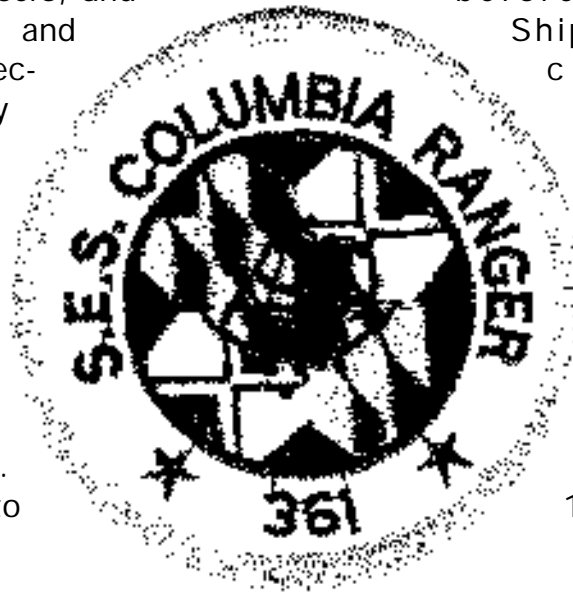
We would like to ask that at least one adult from each household become a registered adult leader with the Ship. The cost is \$10.00 per year, which includes registration, insurance, and subscriptions to *Scouting* and *Area Scouter* (the Baltimore Area Council newsletter). Uniforms are only required if you are asked to serve as a Mate.

There are two types of support you can provide. The Ship Committee consists of parents, officers, and other interested adults, and meets usually on the second Monday of the month at 7:30 PM at First Presbyterian Church of Howard County. The Ship Committee is chaired by Sara Gray, who can be reached at 410-997-1062 (home). The Committee exists to

support the Ship's program and provide the officers with the help and materials to deliver a quality and safe experience for your child. Some of the areas of support provided are advancement, fundraising, health & safety, property, publicity, refreshments, sailing, and transportation. Serving on the Committee will not be an "every week" commitment, but is vitally important to make this work.

The other type of support you can provide is through serving as a Mate, or assistant to the Skipper. The Mates are expected to attend nearly every Ship function and will work closely with the Sea Scouts on a day-to-day basis. Mates are appointed by the Skipper with the consent of the Ship Committee. If you are interested in serving in this capacity, see Skipper Johnson before or after a Ship meeting, or call

him at 202-707-1652 (work) or 410-740-7204 (home). If calling the Skipper at home, please limit your calls to Sundays through Thursdays, 7:00 - 10:00 PM except for



t r u e 'emergencies.'