

Policies and Guidelines

Boy Scout Troop 54

The bylaws are to guide the troop & the committee in the development of Troop 54. The goal of Troop 54 is to provide a year round scouting program for boys in accordance with the policies of the Boy Scouts of America. These bylaws do not dictate every detail of how the Scoutmaster organizes the troop. Any item not specified in the bylaws shall be decided upon by the Troop Committee using majority opinion.

CHARTERING ORGANIZATION

The troop is chartered by the Monroe Church of the Nazarene, 400 Macready Ave., Monroe, Ohio 45050. We operate under the Hopewell Scout District - Dan Beard Council - Boy Scouts of America.

“DO A GOOD TURN DAILY”

TROOP COMMITTEE

The committee is responsible for recruitment of adult leaders and to support the Scoutmaster in delivering a quality scouting program in accordance with the requirements of the BSA and the Troop Charter.

* In general, decisions are reached by consensus of opinion, but a formal vote may be asked for by any committee member. The Charter Organization Representative or Committee Chairperson can veto a vote if found to be contrary to BSA policy and/or the Guide to Safe Scouting.

* If an existing adult leader or committee member is negligent in fulfilling his or her duties, or is deemed to have an adverse effect on the boys in the troop, or is obstructive in any way towards

the general operation of the troop, a vote can be taken by the committee members, as to whether that leader should be asked to relinquish the position. The Troop Committee shall have authority to remove any leader, with the consent of the Charter Organization Representative. The Charter Organization retains authority to remove any committee member or adult leader for cause.

* The following positions shall be filled by registered members, Scoutmaster, Assistant Scoutmasters, Charter Organization Representative, Committee Chairman, Treasurer, Advancement Chair and any additional position that involves regular interaction with the boys. All other committee positions may be filled by unregistered adults. All adult volunteers in any capacity, registered or not, are required to complete BSA Youth Protection training.

COMMITTEE MEETINGS

The Troop Committee shall meet at a date and time determined by the committee. Each member is expected to faithfully perform his/her responsibility to the scouting program. The Scoutmaster shall also attend these meetings. If the Scoutmaster cannot attend, it is his responsibility to assign an Assistant Scoutmaster to take his place. Each committee member may cast a single vote. The chairperson's vote is used for a tiebreaker when all votes are equal within the committee.

* All parents are allowed to attend committee meetings.

“A SCOUT IS FRIENDLY”

ADULT LEADERSHIP

The Charter Organization shall concur in the installation of the adult leadership as recommended by the Troop Committee.

ADULT LEADERSHIP POSITIONS

Scoutmaster - The adult responsible for working directly with the scouts to help them create the program for the troop. The Scoutmaster trains boy leaders to run the troop by providing direction, coaching and support.

* If more than one applicant elects to be Scoutmaster a vote will be taken by the committee.

* Though the Scoutmaster is not a member of the Troop Committee, he/she participates in committee meetings by reporting troop progress, monthly outing plans, needs of the troop etc.

* The Scoutmaster is responsible for either attending Roundtable each month or designating an alternate to attend in his/her place.

Assistant Scoutmasters provide two-deep leadership & support the Scoutmaster in running the troop.

* Expected to take all mandatory training.

* Expected to step in for Scoutmaster when he/she is unavailable.

* Should always confer with Scoutmaster about plans or ideas before implementing them.

TRAINING OF ADULT LEADERS

* All members and volunteers must complete Youth Protection Training.

* All adult leaders & committee members are expected to receive BSA certified training appropriate to his/her office.

* All mandatory training will be paid for by the troop provided funding is available.

“A SCOUT IS COURTEOUS”

PROGRAM PLANNING AND APPROVAL

The Scoutmaster and Patrol Leaders Council shall submit their respective annual outing plans and budget needs to the Troop Committee for approval. Such program should be date and activity specific. Once approved, any changes made to the outing plans must be submitted to the Troop Committee immediately.

FINANCES

REGISTRATION REQUIREMENTS

- * All applicants must be 10 years old and have completed the fifth grade or have earned the Arrow of Light or be 11 years old.
- * All applications must be accompanied by the appropriate fees. New scouts registration shall be paid on a prorated basis, which represents the remainder of the current charter year.
- * The troop will pay the annual registration fee for parents volunteering to participate as registered adult leaders provided funds are available. You do not need to be registered to be a participant, but you will need to take Youth Protection Training.

FINANCIAL RESPONSIBILITIES

- * Scouts are to pay for their recharter fees and insurance fees established by BSA.
- * Each scout is to pay monthly dues, regardless of attendance or participation in a given month. Fee schedules/rates will be determined annually by the Troop Committee.
- * Troop 54 reserves the right to limit the scout's ability to participate in scouting functions if dues are not paid and no arrangements with the Troop Treasurer have been made.
- * Dues cover leader registration & training, rank & merit badges, troop administrative costs, troop equipment.
- * Dues do NOT cover handbooks, district/council activities, summer camp, uniforms, additional troop events (camping, caving etc.)
- * Scouts may be required to pay activity fees for use of state parks, camps or planned outings. Activity fees will be determined by the Troop Committee. These fees are to be paid prior to the event or the scout may not be allowed to attend.
- * If a scout is unable to participate in an activity, Troop 54 will make a reasonable effort to refund any fees paid by the scout for the activity. Any fee, or part thereof, that cannot be recovered by Troop 54 will not be refunded to the scout. This will include, but is not limited to, fees associated with events that require advance paid registration.

INDIVIDUAL SCOUT ACCOUNTS

Troop 54 maintains individual scout accounts (ISA's). All general fundraisers will have a portion of profit earmarked only for the scout who earned it and that amount is credited to his ISA.

* The family can use their scout's ISA to pay for any scout related expense such as dues, registration and scout outings. You may also use your ISA to pay for uniforms and camping equipment, you must have the original receipt to turn in for reimbursement.

* If the scout transfers to another troop the money in his ISA will be transferred with him via Troop Treasurers to the gaining troop.

* If a scout is inactive in the troop for 6 months & has not joined another troop, his ISA account will transfer to the troop or a sibling (if applicable). If the scout re-joins the troop, his ISA will not be credited with the previous funds.

FUNDRAISERS

* Participation in fundraisers is voluntary.

* 75% of money earned by the scout goes into his ISA. 25% of money earned by the scout goes to the troop. You will be notified if exceptions are made.

* Troop 54 participates in the Kroger Community Rewards. See the Troop Treasurer to learn how to enroll.

FINANCIAL ASSISTANCE

For families in need of financial assistance, programs are available that can help greatly reduce the cost of scouting. Camp scholarships are available to allow the scout to do service projects to work to earn up to half the fees for council summer camp. Payment plans can be set up through the troop Treasurer to make any fees manageable. With these programs and the ability to earn funds through fundraising, every boy should have the opportunity to enjoy the scouting program! Our goal is to never turn away a boy from a scouting experience because of money. Please note that there is no 100% scholarship program available, each scout must be thrifty and help to pay his own way.

“A SCOUT IS CLEAN”

UNIFORM

* Scouts are expected to wear the scout uniform at all scout functions. This includes traveling to and from a scout activity. Scoutmaster may make exceptions under specific circumstances.

* Troop uniform policy class A or B may be waived at the discretion of the adult leadership for special activities or outdoor functions.

* Class A is considered to be the standard Boy Scout uniform. Class B is considered to be the specified or selected scout tee shirt as designated by the troop.

* Scoutmasters are expected to wear the adult uniform at all scout functions except for special activities and outdoor functions.

* Scout uniforms are an important part of the Boy Scouts of America program and one of the methods of scouting. The scout uniform is also a display case for a scout's individual accomplishments and recognitions.

* The scout uniform identifies you as a Boy Scout of America, wear it properly. Athletic shorts, sweat pants, jeans with holes and/or rips are NOT appropriate attire. Scouts and adults alike should take pride in belonging to this program and wear the uniform correctly.

“A SCOUT IS PREPARED”

ATTENDANCE

* Attendance to the troop meetings is important; it helps prepare the scout with skills needed for the monthly scouting activity.

* A scout is expected to be active in the troop by participating in both weekly meetings and scout activities.

* Any scout who misses six consecutive troop meetings without notifying the Scoutmaster will no longer be considered an active member. Inactive scouts will not be eligible for a leadership position.

* A scout who misses meetings for valid reasons (school activities, prolonged illness, extended vacation, sports. etc.) and has made the proper notification will remain listed as active.

* A scout will be dropped from the troop roster after six months of inactivity. The parents/guardians will be notified of this action.

* Where appropriate, planned scout activities may require preparation ahead of time in troop meetings leading up to the activity. In these cases, a scout's participation in the activity may require attendance at the prior troop meeting(s). Such requirements will be communicated with as much notice as possible. Scoutmaster may make exception if given valid reasons for an absence.

“A SCOUT IS OBEDIENT”

CONDUCT

* A scout is required to LIVE by the Scout Oath, Law, and Motto. Behavior which is inconsistent with the published guidelines by the BSA will not be tolerated. The Scoutmaster may suspend any misbehaving scout for one or more troop meetings and/or troop activities upon the notification of the scout's parents or guardian. In accordance with BSA policies and procedures, serious or consistent misbehavior will be referred to the Scoutmaster and may result in suspension or discharge of the scout from the troop. The decision to drop a scout may be appealed to the Troop Committee.

* A permission slip signed by a parent or guardian is required for every scout to attend a troop outing. In case of disciplinary problems of a severe nature, the adult leadership in charge of the scouts taking part in the outing has the authority to call the parents or guardians of the offending scout and request his immediate removal. Further disciplinary actions may occur upon the discretion of the Scoutmaster as long as it's consistent with BSA guidelines.

* Adult leaders should support the attitude that they, as well as youths, are better off without tobacco in any form and may not allow the use of tobacco products at any BSA activity involving youth participants. All Scouting functions, meetings, and activities should be conducted on a smoke-free basis, with smoking areas located away from all participants.

* The presence or use of alcoholic beverages or illegal drugs by youth or adults is prohibited at any troop activity. Any offending youth or adult will be dismissed from scout function and may be discharged from the troop.

* Bullying, hazing or pledging periods are prohibited

“A SCOUT IS TRUSTWORTHY”

SCOUT LEADERSHIP

TROOP ELECTIONS

- * A scout should have a good attendance record in order to be eligible to run for a leadership position and maintain good attendance while in the position to help demonstrate leadership qualities.
- * A new Assistant Senior Patrol Leader will be elected every 6 months, the current ASPL then takes the place of the Senior Patrol Leader. Elections are typically held in December and in June.
- * Unless waived by the Scoutmaster, scouts must have received their Tenderfoot prior to being elected as an ASPL.
- * Patrol Leaders will be elected every 6 months and only need to hold the Scout Rank.
- * New Patrols will be selected annually in June, during every other troop election.
- * Scout leaders are expected to attend 75% of troop meetings and the majority of troop outings.
- * If the SPL or the ASPL or any youth leader is unable to perform their duties, the Scoutmaster has the ability to remove the scout from their position.

TROOP MEETINGS

- * Unless notified otherwise, troop meetings are held weekly year round. Also, unless notified otherwise, troop meetings are not held on days when school was cancelled or dismissed early due to inclement weather or holidays.
- * Meetings are held at the Monroe Church of the Nazarene from 7-8:30pm on Mondays.
- * Scouts are expected to arrive to the meeting prior to meeting start time.
- * Scouts are expected to be prepared for the meeting with handbook, and any requested materials asked for by the SPL or their Patrol Leader.

* Parents are welcome to attend and observe any troop meeting, but are asked to refrain from interrupting or participating.

PLC MEETINGS

* Patrol Leaders meetings will be conducted monthly to evaluate the current month's activities and to plan for the next month's activities.

* Meetings are to be held at the Monroe Church of the Nazarene.

* A Scoutmaster and at least one other adult will attend these meetings. If the Scoutmaster is unable to attend, it is his/her responsibility to appoint an ASM to attend in his/her place.

* The PLC will work with the Scoutmasters to develop an annual Troop Calendar; it will be presented to the Troop Committee by the SPL and Scoutmaster for review and approval.

SCOUTMASTER CONFERENCE

This is a meeting between a scout and Scoutmaster(s) to see if the scout is ready to advance in rank and prepared for a Board of Review.

* Only one scoutmaster is necessary but the conference must be held in view of others in accordance with BSA Youth Protection guidelines.

* A scout can-not hold a scoutmaster conference with their parent.

BOARD OF REVIEW

The purpose of the review is to ensure basic knowledge and skills have been learned.

* The board is to be comprised of at least 3 Troop Committee Members and/or parent volunteers; at least one adult must be registered.

* The Scoutmaster, Assistant Scoutmasters and a scout's parent(s) cannot be on the Board.

* Upon completion of the Board of Review, the Board confers and announces the results to the scout and Scoutmaster.

ADVANCEMENT

* Scouts are encouraged to advance within the scouting ranks.

* No scout will be dismissed due to failure to advance.

* Requirement modifications are available to scouts who have permanent mental or physical conditions which prevent them from fulfilling the requirements as written.

COURT OF HONOR

The Court of Honor is a ceremony, typically held by the troop four times a year, to recognize the scouts' achievements.

- * Scouts are expected to wear class A's.
- * Parents and family members are welcome to attend the Court of Honor.

“A SCOUT IS REVERENT”

CAMPING RULES

- * All rules under conduct are to be observed.
- * Only tent buddies are to be in the same tent. No “visitors” are allowed to be in another scouts tent.
- * The Buddy System is to be used at all times when camping.
- * Scouts are expected to listen to their Patrol Leaders.
- * Scouts are expected to follow their duty roster set by their Patrol Leader.
- * No cell phones are permitted.
- * Scouts are not permitted to have sodas or energy drinks.
- * Be cautious around campfires and tents. No running in camp.
- * No scout without a Firem'n Chit can put logs into the fire, light the fire or in any way tend or manipulate the fire.
- * Only scouts with Totin' Chip can carry a knife (only one knife per scout).

TROOP EQUIPMENT

Though our troop is making strides to obtain camping gear, it is not a requirement for Troop 54 to provide camping gear.

- * All gear provided by Troop 54 is owned by Troop 54, not the scout. Troop equipment is to be used only while participating in troop activities, and only for its intended purposes.
- * If any gear is damaged due to malicious activity or negligence on the part of a scout, the scout will be held responsible for repair or replacement.
- * The scouts are expected to properly clean and/or maintain (as required) gear after use.
- * Any gear taken home by the quartermaster or any other is expected to return to the Troop by the next meeting.

PERSONAL EQUIPMENT

- * No digital devices are to be at scout functions, e.g., iPods, cell phones, mp3 players, portable game systems, etc. Cameras and possibly GPS units may be permitted during some scout activities.
- * Troop 54 is not responsible for any personal belongings damaged or stolen. Any item not worth losing should be left at home.
- * A camping gear list is in your scout handbook. The scout is responsible for providing his own personal gear.

MEDICAL/HEALTH/SAFETY

- * All scouts must have a current BSA Annual Health and Medical Record on file with the troop.
- * Medications to be administered to any scout must be provided to the Scoutmaster with detailed instructions for administering to the scout. Prescription medications must be in a properly labelled medication container. Pharmacies can typically provide replacement medication bottles and labels upon request to allow sending only the amount of medication required for the duration of an outing.

“A SCOUT IS BRAVE”

PARENTAL SUPPORT

- * It is the responsibility of the parents or guardian to ensure their scout is transported to and from troop and patrol meetings on time.
- * In accordance with BSA Youth Protection policies, no scout is to be alone with an adult leader at any time, for any reason. Report any inappropriate activity between an adult leader and a scout to the Scoutmaster, Troop Committee or a Scouting Executive. Our District Scouting Executive, Jason Goolsby, can be reached at 513-577-7726.

“A SCOUT IS LOYAL”

AMENDING BYLAWS

- * Leaders of Troop 54 acknowledge there may be a need to make a change or create additions to the Bylaws at any time in the future.
- * Troop leaders and committee members must be able to review any changes to the Bylaws prior to their amendment.
- * If changes are not agreed upon unanimously by the Troop Committee and Troop Leaders, then a vote will be cast with majority passing the motion. Upon a tie the Committee Chairman will make the final decision.

Amendment:

Individual Scout Accounts:

*Refunding of money from an ISA to scouts not transferring to another troop will be at the sole discretion of the committee and will only be considered when there is an account balance as a result of scout/family deposits.

