

BYLAWS
FOR
TROOP 1184
BOY SCOUTS OF AMERICA

Chartered Organization:

Manassas Saint Thomas
United Methodist Church

Chartered Organization Representative:

Ford Russell

Committee Chairman:

Reginald Simmons

Scoutmaster:

Lenny Field

Prepared for:

Registered Committee Members
Chartered Organization Representative
Scoutmaster and Assistant Scoutmasters

Prepared by:

Reginald Simmons, Committee Chairman

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I. TROOP NAME, POLICY AND PROCEDURES

The name of this organization is BOY SCOUTS OF AMERICA TROUP 1184, chartered by Manassas St. Thomas United Methodist Church, 8899 Sudley Road, Manassas, Virginia, 20110-4728. For convenience in these BYLAWS, the organization is referred to as "Troop."

II. CHARTERED ORGANIZATION

The Chartered Organization for Troop 1184 is the Manassas St. Thomas United Methodist Church. The Chartered Organization Representative represents the Church (COR). The COR is a member of the Manassas St. Thomas United Methodist Church and a registered adult leader of the Boy Scouts of America (BSA). The COR is the link between Manassas St. Thomas and the Troop. The COR will also represent the Troop and Manassas St. Thomas at the District and Council level. Troop 1184 falls under the Church Council of the Church. The Troop will be audited annually in accordance with the Chartered Organizations requirements.

III. TROOP COMMITTEE

The Committee will consist of at least three members who are elected to positions shown below along with the Scoutmaster (SM) and the Assistant Scoutmasters (ASMs). All Committee members will be registered adult leaders of the Boy Scouts of America. The term for each Committee member will be one year. Troop Committee elections shall be held in December with the term of office beginning January 1 and ending December 31. Those persons holding or running for a position on the Committee will be published in the November Newsletter. Positions will be elected with a simple majority vote of those present.

The Committee will meet on a monthly basis and will make periodic reports concerning the Troop to the Chartered Organization. The Committee meetings are open to all parents and others interested in the Troop. Only Committee members have voting privileges. Executive sessions made up of Committee members only may be called by the Committee Chair for Scout disciplinary actions. The Committee will be responsible for raising funds, providing adequate equipment, administering the financing and records of the Troop. The Committee will also be responsible for providing Boards of Review for the Troop advancement program. Committee members and parents will be responsible for assuming Troop positions that are required for a quality Troop and a quality program. The titles and job descriptions are as follows:

Committee Chairperson

- Selected with approval of the Chartered Organization

- Secure trained individuals for Troop leadership
- Arrange for charter review and recharter annually
- Selects Scoutmaster with the approval of Chartered Organization
- Heads Committee
- Organizes the Committee and sees to it that all functions are delegated, coordinated and completed
- Maintains a close relationship with the Chartered Organization Representative and the Scoutmaster
- Ensure Troop Leaders and Committee members have training opportunities
- Interprets national and local BSA policies to the Troop
- Works closely with the Scoutmaster in preparing Troop Committee meeting agenda
- Call, preside over, and promote attendance at monthly Troop Committee meetings and any special meetings that may be called
- Ensure Troop representation at monthly Roundtable Meeting
- Ensure Troop re-charter is completed in a timely manner
- Verifies Scout Applications
- Verifies Eagle Applications
- Verifies Scouter Applications

Chartered Organization Representative

- Selected with approval of Chartered Organization (CO)
- Is an active and involved member of the CO
- Troop Representative to Chartered Organization Church Council
- Help recruit other adult leaders and encourage training
- Ensures appropriate Boy Scout activities are put on charter Organization's Calendar
- Assists with unit re-chartering
- Encourages service to the Organization

Treasurer

- Handle all Troop funds (dues, payments, disbursements, etc.). Pay bills on recommendation of the Scoutmaster and authorization of the Troop Committee.
- Place monies to Scout Applications, verifies Scout Applications and mails Applications to proper address
- Maintain checking and savings accounts
- Train and supervise the Troop Scribe in record keeping
- Receive Troop income each week from the Troop Scribe
- Keep adequate records
- Supervise monetary aspects of money-earning projects
- Supervise the camp savings plan

- Prepare written report monthly and present to Committee Chairperson at monthly meeting
- Lead in the preparation of the annual Troop budget
- Prepares annual Troop budget and report on Troop financial condition to Chartered Organization
- Prepares Yearly Audit Statement for Chartered Organization

Secretary

- Keep minutes of meetings and send out Committee meeting notices
- Handle publicity
- Prepare a family Newsletter of Troop events and activities
- Maintain Troop resource survey
- Coordinates with Activities Chairperson for family night programs and family activities
- Plan the Charter Presentation Program
- Prepares and distributes Events Calendar
- Prepares and mails correspondence
- Keeps minutes of Committee meetings
- Assists Troop Historian

Advancement Chairperson

- Encourages each Scout to advance in rank
- Records advancement and awards for each Scout
- Assist the Scoutmaster in planning Troop activities to enhance Advancement
- Obtains and disburses rank badges and awards
- Arrange and conduct monthly Troop Boards of Review
- Verifies results of Boards of Review
- Conduct Courts of Honor as needed
- Prepares order form and reports for Court of Honor
- Develop and maintain a Merit Badge Counselor list and ensure its accuracy with District and Council Records
- Make a prompt report on the correct form to the council service center when a Troop Board of Review is held
- Secure badges and certificates
- Work with the Troop Scribe to maintain all Scout advancement records
- Work with the Troop Librarian to build and maintain a Troop Library of merit badge pamphlets

Transportation Chairperson

- Records vehicle information on each Scouter

- Prepare and submit trip request (Local tour permit if outing is within 500 miles of Chartered Organization; National tour permit if outing is more than 500 miles of Chartered Organization)
- If less than 500 miles and not overnight, no permit required (in accordance with BSA policy)
- Arrange and provide transportation for all Scouting activities (anyone transporting Scouts to any Scout activity must be at least 21 years of age)

Fund-raiser Chairperson

- Prepares and presents ideas to Committee for fund-raisers
- Coordinates fund-raiser and enlists volunteers
- Submit Approval Request to Council if decided by Committee
- Ensures that Treasurer receives all monies received from fund-raiser
- Report on fund-raiser at next Committee meeting
- Ensure compliance with Chartered Organization Rules regarding fund-raisers

Supply Chairperson

- Monitor equipment and supplies
- Provide assistance to Scout Quartermaster
- Present supply and equipment needs to Committee
- Upon Committee approval, purchase supplies and equipment

Membership Chairperson

- Ensure all Boy Scout and adult Applications are correct and completely filled out and the proper funds collected and submitted to Treasurer
- Maintain an accurate roster of all Boy Scouts and adult leaders
- Submit the Boy Scout and adult leader Applications to the Council with a copy retained for the Troop and Chartered Organization
- Maintain the Troop active and inactive roster
- Assist Scoutmaster with WEBELOS visits
- Monitor Scout attendance
- Monitor Scout information and give any changes to Advancement Chairperson

Activities/Outdoor Chairperson

- Work with Supply Chairperson and Patrol Quartermaster on inventory, storage, and proper maintenance of Troop equipment
- Coordinates with Treasurer to ensure that permission slips have been signed and turned in to Scoutmaster
- Help in securing permission to use camping sites
- Encourage monthly outdoor activities or special activities

- Promote the National Camping Award
- Responsibility for overnight Coordination of Summer Camp
- Promote, through Committee and Troop meetings, attendance at Troop Campouts, Camporees and Summer Camp to reach the BSA goal of an outing per month
- Obtain volunteers when needed
- Ensure BSA guidelines are followed for adult leadership on all outings

Health and Safety Chairperson

- Ensure parents complete a Personal Health and Medical Summary on each Scout and maintain a copy in Troop records
- Inspect Troop meeting place for safety
- Monitor first aid training for adult leaders
- Maintain Troop first aid kit
- Monitor CPR certifications (if adult leaders are certified)
- Ensures adult leadership on outings are aware of any medical condition of Scout
- Maintain outing binder with copy of health forms and insurance information on all Scouts, by patrol

Community and Service Projects Chairperson

- Recommend to the Scoutmaster service projects for the Troop to perform
- Promote service projects for the Chartered Organization
- Serve as counselor for Eagle Scout service projects
- Prepare and promote an emergency service plan

Troop Chaplain

- Promotes regular participation of each Scout in the activities of the religion of his choice
- Ascertain the faith of the Scouts of the Troop and make available counselors for the Boy Scout Religious Emblem Program
- Encourage Scouts to earn their appropriate Religious Emblems
- Assist Troop leaders in providing for religious services on overnight activities
- Give guidance to the Chaplain aide
- Visit homes of Scouts in time of sickness or need
- Give Spiritual counseling service when needed or requested
- Provide opportunities for Boy Scouts to grow in their duty to God and their fellow Scouts

Webelos Liaison

- Maintain contact with Cub Scout packs in the area which have Cub Scouts who will advance to Troop 1184
- Arrange for Scoutmaster and Assistant Scoutmasters to participate in cross-over ceremonies
- Coordinate Troop/Pack activities
- Conduct parent orientation for new Scout families

IV. SCOUTMASTER

Scoutmaster is nominated by the Troop Committee, appointed by the Chartered Organization and must meet the requirements of the Boy Scouts of America. The Scoutmaster will be responsible, but not limited to, the following duties:

- Train and guide Scout leaders to run the Troop
- Guide the Scout leadership in planning the Troop Program
- Conduct Scoutmaster Conferences
- Assist in recruiting Assistant Scoutmasters

V. ASSISTANT SCOUTMASTERS

The Troop Committee with the advice of the Scoutmaster and the approval of the Chartered Organization appoints assistant Scoutmasters. Primarily the Assistant Scoutmasters will work closely with the Scoutmaster and be prepared to assume the Scoutmaster's position on a temporary or a permanent basis.

VI. TROOP PROGRAM PLANNING CONFERENCE

Each year during the month of August, the Troop will conduct a Planning Conference with the Patrol Leader Council (PLC), Scoutmaster, and Committee Chairperson. The Conference should use the Bull Run District calendar, National Capitol Area Council calendar and relevant school calendars for planning purposes. The Conference should plan for Troop activities such as the following, but not limited to:

- Sustaining membership enrollment
- Scout Show
- District Camporees
- Scout Summer Camp
- Junior Leadership Training
- Scouting for Food
- Board of Review
- Court of Honor
- Boy Scout Recruitment Night
- Manassas Christmas Parade
- Fund-raising Activities

- Service Projects

VII. ANNUAL PARENTS MEETING

The Scoutmaster will conduct an annual parent meeting each September. This meeting will be held the second Tuesday of September instead of the regularly scheduled Troop Committee meeting. The purpose of this meeting is to present the Troop Program to the parents and to answer any questions. The Scoutmaster and the Committee Chairperson will also solicit the parents for their help in implementing the Program. The Troop policy and procedures applicable for the next year will be presented in detail. A parent from each Scout's family is encouraged to attend for the Scout to be eligible to participate in Troop activities.

VIII. NEW SCOUT PARENT ORIENTATION

The purpose of the new Scout parent orientation is to inform the parents of the aim of the Boy Scout program and the goals of Troop 1184. The orientation will be conducted by the Scoutmaster or his designee as soon as practical after the Scout has joined the Troop. The Scoutmaster or his designee will explain the policies and procedures of Troop 1184 and the New Scout Patrol Method. The parents will also receive a New Scout Information Packet containing health forms, Troop policy, Troop calendar, Troop dues, schedule and information about Scout uniform costs and availability.

IX. TROOP EQUIPMENT

Troop 1184 equipment is the property of the Chartered Organization and is maintained by the Troop Committee. The Supply Chairperson will be responsible for the inventory of the equipment. Troop equipment will be stored in the area provided by the Chartered Organization. Equipment may be stored at any registered adult leader's residence if the equipment is too big to be stored elsewhere. When Troop equipment is removed from the Troop storage area, except for a Troop activity, the Troop Quartermaster must be notified. The Troop Quartermaster must also maintain an inventory of all Troop equipment stored outside the Troop storage area. The Committee must approve purchase of Troop equipment. The Committee may hold financially responsible any adult or Scout who intentionally, or negligently, damages Troop equipment, up to and including the replacement cost of said equipment. The Troop Committee will provide the Scouts with tents (for first year Scouts) and other available equipment as available. Equipment will be returned in clean, dry and proper working order. The Scout will be responsible for providing his personal sleeping gear and mess gear to include knife, fork and spoon. The Supply Chairperson is the only one authorized to borrow equipment to be used as Troop equipment. If borrowed equipment is damaged, Troop 1184 assumes full responsibility for the damaged, or lost property.

X. ADULT SUPERVISION ON SCOUT ACTIVITIES

Boy Scouts of America requires two-deep leadership (two adults for all activities). Troop 1184 complies with BSA policy. In addition, for any overnight activity, two adults (registered leaders or one registered leader and a parent of a participating Scout) are required by Troop 1184. The high adventure program may be conducted with only two adults at the discretion of the Assistant Scoutmaster for High Adventure.

XI. HEALTH FORMS

The Committee will provide a health form to the parents of each Scout. The Health and Safety Chairperson will maintain the completed health forms. The health forms will be available only to adult leaders for use on Scout activities such as Summer Camp and overnight trips and a copy must accompany the Scout on each outing.

XII. TOUR PERMITS

Tour permits establish high standards of health and safety for your Troop and assure parents and the Council that your tour will be wisely planned, safe and fun. It is the responsibility of the Transportation Chairperson and the Activities/Outdoor Chairperson to coordinate and obtain a tour permit when applicable and they will be submitted to Council for approval.

XIII. PERMISSION SLIPS

A permission slip is required from the parents of each Scout who participates on all overnight trips or an all day activity. A permission slip is required even if a Scout's parent is attending the event. The permission slip **must** be filled out and returned by the Thursday evening Troop meeting prior to the scheduled outing or the Scout will not be allowed to attend.

XIV. TROOP FUND-RAISERS

The Troop Committee has attempted to keep fund-raising activities to a minimum. Fund-raisers are necessary to equip the Troop and to keep the dues as low as possible. Fund-raisers also teach the Scouts a sense of responsibility by letting them contribute to the Troop. As fund-raisers are in lieu of paying higher costs, reasonable participation by each Scout (and a parent when appropriate) is considered mandatory for further participation in Scout activities.

XV. RE-CHARTER FEES & DUES

Troop 1184 re-charters in April of each year. All Scouts, adult leaders and Committee members will re-register at this time and pay all annual fees in one annual payment. The annual fee will consist of registration fees, Boys Life subscription (optional) and insurance. The Boy Scouts of America set these fees. Troop 1884 will pay all registration and insurance fees of any adult leader that serves as either a Committee member or Assistant Scoutmaster. The monies are due to the Troop Treasurer the first Troop meeting in March. The Troop Committee will inform the parents of the registration fee and Troop dues for the re-charter year at the first Troop meeting in March. If the funds are not received by the third Troop meeting in March, the Scout will not be re-chartered by the Troop. If the Scout wants to remain in Scouting, it will be the responsibility of the parents to re-register the Scout.

The Committee sets troop dues. Weekly dues are One Dollar (\$1.00) to be paid by the Scout at each Troop meeting with the exception of the Patrol Leaders Council meeting, which is held on the first Thursday of each month. Weekly payment of dues by the Scout encourages fiscal management and personal responsibility. Dues may not be paid from Scout account funds. **If dues are in arrears, the Scout may not participate in activities until his debt is paid.**

XVI. BOARD OF REVIEW

When a Scout has completed all the requirements for a rank, he appears before a Board of Review composed of at least three Committee members or persons designated by the Advancement Chairperson. The review has three purposes:

1. to make sure that the work has been learned and completed;
2. to find out what kind of experience the Scout is having in the Troop;
3. to encourage the Scout to progress further.

Scoutmasters, Assistant Scoutmasters, relatives, or guardians may not serve as members of a Scout's Board of Review. A Scout must present himself to the Scoutmaster and request to appear before the Board and meet the following requirements:

- be in complete Class A uniform as described in Troop policy and procedures;
- have in his possession his Scout Handbook, completely filled out for the rank he is requesting a Board of Review;
- have in his possession, if applicable, a completed service project record and Scout leadership position record; and
- have in his possession the Scout's copy of Merit Badge cards if applying for Star Scout or above.

The members of the Board may also ask a Scout to attend a Board of Review to discuss his progress.

Eagle Board of Review

The Boy Scouts of America has placed the Eagle Scout Board of Review in the hands of either the Troop Committee or the District or Council Advancement Committee. The Eagle Review is composed of a minimum of three registered Committee members and a maximum of six. At least one District or Council Advancement representative shall be a member when the Board of Review is conducted on the Troop level.

A Scout must present himself to the Scoutmaster and request to appear before the Board and meet the following requirements:

- be in complete Class A uniform as described in BSA Policy and Procedures;
- have in his possession his Scout Handbook, completely filled out for the Eagle rank;
- have in his possession, if applicable, a completed Service Project Record and Scout Leadership Position Record, and completed Eagle Scout Application;
- have in his possession, the Scout's copy of Merit Badge cards; and
- the members of the Board may also ask a Scout to attend a Board of Review to discuss his progress.

XVII. MEETING ATTENDANCE

If a parent determines that circumstances will preclude a Scout from participating in Troop activities, they or the Scout should contact the Scoutmaster or Assistant Scoutmaster. Satisfactory meeting attendance is required for participation in all activities.

XVIII. CANCELLATION OF TROOP EVENTS

The decision to cancel any weekend Troop activity will be made by designated adult leaders. After the decision has been made to cancel an event, it will be their responsibility to make every reasonable effort to contact the affected people. All Troop activities will be automatically canceled if Prince William County School District closes due to inclement weather.

XIX. NEWSLETTER

The Committee will publish a monthly newsletter that contains important information concerning Troop events and announcements. The newsletter will be mailed to each Scout family.

XX. MEETING TIMES AND DATES

The Troop Committee will select the Troop meeting time, date and place. The Troop meetings are currently held at 7:30 PM at Manassas St. Thomas Family Center on Thursday evenings. However, the first Thursday evening of the month is Patrol Leader Council and a regular Troop meeting is not held. Any changes to the meeting schedule will be published in the Troop Newsletter and/or the Troop leadership will contact Scout members via the telephone.

XXI. COURT OF HONOR

The Court of Honor is a special ceremony scheduled to formally recognize advancement, achievements and awards of Troop members. When the Scout advances, he should be recognized as soon as possible – preferably at the next unit meeting. He is recognized a second time at a public ceremony called a Court of Honor.

The main purposes of the Court of Honor are to furnish formal recognition for achievement and to provide incentives for other Scouts to advance.

Formal Courts of Honor should be conducted as needed. All Scouts who have advanced since the previous Court of Honor are honored. Their parents and friends should be invited to attend the ceremony. This is a family event and the whole family is encouraged to attend.

XXII. BEHAVIOR PROBLEMS AND DISCIPLINE

Good behavior and discipline are necessary for an active Troop and the accomplishment of Troop 1184's goals. The adult leaders can handle discipline in most cases at the time of the incident with no further action. A Scout who exhibits behavior that is unacceptable or disruptive will be counseled by the Scoutmaster or Assistant Scoutmaster in charge (Camp Master) if the Scoutmaster is not present. If after counseling the behavior is not corrected, especially on a Scout event away from the normal meeting location, the individual in charge of the event may suspend the Scout from further participation in Troop activities. If the suspension occurs early in a multiple day event, such as Summer Camp, the Camp Master may contact the parents and have them remove the Scout from the event. If a Scout is suspended, the individual who imposed the suspension shall explain the reasons for the action to the parents as soon as possible and at the next regularly schedule Committee meeting. The suspension shall remain in effect until the Scoutmaster or Committee approves reinstatement of the Scout. If counseling cannot correct the behavior, the Scoutmaster will inform the Troop Committee and the Scout's parents. The Committee will seek the parents' involvement in developing a solution to the Scout's behavior. The Scout will be informed of the specific behavior problem and the Committee's solution. The Committee may select, but is not limited to, one or more of the following remedies:

- suspension from Troop activities;
- limited participation in Troop activities;
- probation;
- parents' participation with the Scout in all activities; and/or
- monetary restitution for any damages or loss caused by the Scout

A Scout who is unable to correct his behavior to the satisfaction of the Troop Committee will be removed from the rolls of Troop 1184. The Scout and his parents will be notified in writing by the Troop Committee Chairperson of the decision. The Chartered Organization representative will be responsible for notifying the Chartered Organization leadership.

Troop – “3 Strike” Rule (Per Event)

1. Discuss problem with Scout (ASM and/or SPL has authority)
2. Senior Patrol Leader refers the Scout to Camp Master for counseling and parent is called
3. Camp Master calls parents and asks that Scout be taken home

XXIII. UNIFORMS

The Troop uniforms will consist of the following:

BSA Official Uniform

Class A – Troop

- Scout shirt with all insignia and rank patches
- Troop 1184 scarf
- Scout hat (optional)
- Scout trousers w/belt (blue jeans in good condition may be substituted)
- Scout socks
- Dress shoes (tennis shoes may be substituted)

Class B – Troop

- Scout activity shirt
- Scout trousers w/belt (blue jeans in good condition may be substituted)
- Scout socks
- Dress shoes (appropriate shoes for activity may be substituted)

In all cases, the uniform presents an image that must be maintained appropriately. Shirts must be tucked in the trousers. Trousers will not be worn low slung or excessively baggy. The Senior Patrol Leader (SPL) will designate

the required uniform for wear at Troop meetings, Troop activities and Campouts. Blue jeans, if worn, will be plain jeans without any decorative patches.

XXIV.LEADERSHIP CORPS QUALIFICATIONS AND ELECTIONS

To participate in Troop elections, a Scout must be properly registered with the BSA as a member of Troop 1184 and be on the active roster. A quorum of 80% of the active roster Scouts is necessary for a valid election. The election will be conducted by the outgoing Senior Patrol Leader (SPL) or, in his absence, the Scoutmaster. Troop elects Senior Patrol Leader and Patrol Leader.

Patrol Leader Council (PLC), Senior Patrol Leader, Assistant Senior Patrol Leader, Quartermaster, Scribe, Historian, Librarian, Chaplain Aide:

Qualifications:

- Rank – First Class or above
- Active in Troop
- Cannot be incumbent
- Complete Junior Leadership Training

Duties:

The PLC plans the annual program, then the weekly meetings leading up to the monthly outdoor adventure. Planning is the key. Together, members of the PLC address the needs of each patrol and the general problems that involve the patrols and the Troop. Each member of the PLC represents the whole Troop.

Election Schedule:

Elections will be held at the second Troop meeting in March. Nominations will begin two weeks prior to the elections.

Term of Office:

Term of office shall be one calendar year to run from April through March.

Patrol Leader, Venture Crew Chief/Team Captain:

Qualifications:

- Active in Troop and Patrol
- Cannot be incumbent
- Complete Junior Leadership Training

Duties:

Patrol Leader:

- Appoints Assistant Patrol Leader
- Represents the Patrol on the PLC
- Plans and steers Patrol meetings
- Helps Scouts advance
- Acts as chief recruiter of new Scouts
- Keeps patrol members informed
- Knows what his Patrol members and other leaders can do
- Sets the example
- Wears the uniform correctly
- Lives by the Scout Oath and Law
- Shows Scout spirit

Venture Crew Chief/Team Captain

- Provides leadership for the selected high adventure activities or team sports
- Keeps crew/team members informed
- Represents crew/team at PLC meetings
- Encourages crew/team members to take part in all Troop activities
- Locates and secures resources
- Develops crew/team spirit and control
- Works with other Troop leaders to make the Troop run well
- Sets the example
- Wears the uniform correctly
- Lives by the Scout Oath and Law
- Shows Scout spirit

XXV. APPOINTED SCOUT LEADERS

The Scoutmaster, after consulting with the Senior Patrol Leader and Assistant Scoutmasters, will appoint Scouts to the following positions. The term of the office is at the discretion of the Scoutmaster.

- Junior Assistant Scoutmaster (must be at least 16 years of age)
- Troop Guide
- Troop Instructor

The Senior Patrol Leader will appoint Scouts to the following positions. The term of office is at the discretion of the Senior Patrol Leader.

- Assistant Senior Patrol Leader
- Scribe

- Historian
- Librarian
- Bugler
- Chaplain Aide
- Den Chief
- Quartermaster

XXVI. BOY SCOUT LEADERSHIP POSITION REQUIREMENTS

An elected or appointed Scout leader must meet the following requirements for the position to be considered as a requirement for the ranks of Star, Life and Eagle.

- Perform his duties as required by the Troop policy
- Attend Junior Leadership Training
- Must maintain active participation in Troop activities during his tenure

The Scoutmaster and/or the Committee Chairperson must sign the leadership requirement for the rank of Star, Life and Eagle.

XXVII. REMOVAL OR REPLACEMENT OF ELECTED SCOUT LEADERS

Senior Patrol Leader (SPL) or Assistant SPL

If the SPL is unable to perform his duties or resigns his position, the ASPL will assume the duties of SPL and appoint a new ASPL. If the ASPL is unable to perform his duties or resigns his position, the SPL will appoint a new ASPL. The PLC, with the advice and consent of the Scoutmaster, may recommend to the Scout membership that a SPL be removed from his position if the performance of his duties is unacceptable. The Troop membership will vote on the issue with 80% of active Troop members voting. A two-thirds majority is necessary to remove a SPL or ASPL. If the Troop votes to remove a SPL, the Scoutmaster will conduct new elections. The new SPL will have the option of retaining the current ASPL or selecting a new ASPL.

Patrol Leader or Assistant Patrol Leader

If a Patrol Leader is unable to perform his duties or resigns his position, the Assistant Patrol Leader will assume his duties and select a new Assistant Patrol Leader from among the Patrol members. If an Assistant Patrol Leader is unable to perform his duties or resigns his position, the Patrol Leader will appoint a new Assistant Patrol Leader from among the members of the Patrol. The Patrol members, with the advice and consent of the Scoutmaster, may ask for a vote on the removal of a Patrol Leader or Assistant Patrol Leader if his performance is

unacceptable to the Patrol members. The Patrol membership will vote on the issue with 80% of the active Patrol members voting. A two-thirds majority is necessary to remove a Patrol Leader or Assistant Patrol Leader. If the Patrol votes to remove a Patrol Leader, the SPL will hold new Patrol Leader elections. The new Patrol Leader will have the option of retaining the Assistant Patrol Leader or selecting a new Assistant Patrol Leader. If the Assistant Patrol Leader is removed by the vote, then the Patrol Leader will select a new Assistant Patrol Leader from among the remaining Patrol members.

XXVIII. REMOVAL OF APPOINTED LEADERS

If an appointed leader cannot perform his duties or resigns his position, the Scoutmaster will appoint another Scout to the position. The Scoutmaster may remove an appointed Scout leader for cause and appoint another Scout to the position.

XXIX. SCOUT SKILLS

Instruction

Whenever feasible, Scouts will be used to instruct the Troop in Scout craft skills. It is the Scoutmaster's responsibility to ensure an adequate number of Scouts available for instruction of Scout skills.

Testing

Scouts may be tested and signed off for skills by the Scoutmaster, Assistant Scoutmaster, SPL, Troop Guide or Instructor. Committee members may test Scouts when acting as the Scoutmaster or Assistant Scoutmaster. **An adult leader who has a son in Troop 1184 will not sign off his/her own son for skills testing.**

Alternate Rank Requirements

A Scout who is unable to perform the skill tests as outlined in the Boy Scout Handbook may petition the Committee for alternate rank requirements. The Committee will state the alternate rank requirements in writing and they will become a permanent part of the Scout's advancement records. Any alternative rank requirement will also be submitted to District Council for approval.

XXX. SERVICE PROJECTS

Service projects are an important method for teaching Scouts their responsibility to the community. Scouts may participate in Troop service projects and individual service projects for the requirements for Scout rank. The Committee member responsible for Community and Service projects will designate Troop

service projects that have been approved by the Scoutmaster. A Scout who wishes to work on an individual service project must obtain approval of the Scoutmaster before beginning any work. The Scoutmaster will record the service project on a form provided by the Committee and provide it to the Scout upon completion for the work. The Scout will present this record to the Board of Review. The Scoutmaster will also be responsible for signing the Scout's handbook.

XXXI.OUTDOOR PROGRAM

Troop 1184 currently has an active outdoor program. The Troop Committee approves and administers the camping program. For each camping trip, the Scoutmaster will select a Camp Master from among the Scoutmaster and Assistant Scoutmasters. The Camp Master will be in charge of the camping activity and supervise the Scout leaders as they lead the Troop. Because boys mature physically and mentally at different levels, it will be at the discretion of the Camp Master which Scouts of the Troop participate in outdoor events.

Camping Rules:

- Appropriate uniform and dress will be set by the Camp Master
- Radios/cassette players/video games will not be allowed in camp
- Board games may be played as a Troop activity at the discretion of the Camp Master
- Scouts will not bring candy or soda
- Scouts will not store any food in the tents
- Any device with an open flame and/or catalytic heater will not be permitted in the tents
- Camp Master will have a copy of the Health Form and insurance information on each Scout attending the outing
- No sneakers – hiking boots required

Patrol Rosters During Campouts:

During Campouts, it may often be necessary to combine Patrols due to lack of attendance by all Patrol members. The Senior Patrol Leader, with the approval of the Scoutmaster/Camp Master, will designate Patrols for the campout to facilitate the preparation of meals and advancement activities. The Senior Patrol Leader will also designate the Troop Scout leadership if the elected or appointed leaders do not attend the campout.

High Adventure Program

The High Adventure is for the older Scouts in the Troop who want to go beyond the conventional Scouting challenge. The High Adventure Scouts participate in backpacking, rock climbing, cave exploring and other demanding and physically

challenging events. The Assistant Scoutmaster for High Adventure who acts as an advisor to the High Adventure Scouts directs the program. The High Adventure Program is currently open to Scouts age 13 years of age or older and First Class rank. Because boys mature physically and mentally at different levels, it will be at the discretion of the Assistant Scoutmaster for High Adventure which Scouts of the Troop participate.

XXXII. ALCOHOL AND TOBACCO

Scouts of Troop 1184 will not use tobacco of any form during Troop activities, even with parental permission. Adults who use tobacco will refrain from using tobacco while in the presence of the Scouts. The American Lung Association has determined that second-hand smoke is hazardous to Scouts' health.

Alcohol is inconsistent with Scouting goals. Scouts of Troop 1184 will not use alcohol. Adults will not consume alcohol while in the presence of the Scouts at any time, or while attending any Scout activities.

XXXIII. FINANCIAL CONSIDERATIONS

Cost of Activities

The cost of activities will generally be paid by those Scouts attending the activity. This includes as minimum the fees charged for the organization conducting the activity, food and transportation. Cost of activities for the participating, registered adult leaders will be paid from Troop funds.

Scout Accounts

An account for each Scout may be established to assist in the payment of Scouting activities. **The Scout may acquire funds for his individual account through fund-raisers or direct contributions.** Funds are held in the Scout's name but belong to the Troop. Funds will only be used for Troop 1184 approved activity fees, food and transportation and may only be used for the assigned Scout. However, a Scout has the option to transfer funds to a sibling's Scout account. If a Scout leaves the Troop, the funds in the individual's account will be transferred either (i) to the Scout's sibling's account, only if the sibling is an active Scout in Troop 1184; or (ii) to the general account of the Troop.

Reimbursements

Reimbursements will be made promptly for all approved expenses for Scouting equipment, transportation and activities upon presentation of receipts and a properly executed Expense Request Form. Transportation reimbursement will be based upon actual expenses for gasoline and tolls. If a driver desires to show expenses for transportation through the tax process, the driver will be given

certification for the mileage but will not be allowed any cash reimbursement. The Committee may establish thresholds requiring approval prior to purchase to facilitate the purchase of minor items.