

TROOP 424 RULES & REGULATIONS

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Guiding Principles

- Troop 424 is run according to BSA rules and principles for the benefit of the boy members.
- In general, the Scoutmaster is empowered to make decisions necessary to run the program.
- In general, the Committee is empowered to make budgetary and oversight decisions.
- These bylaws are meant to handle specific situations and ensure fair treatment for all concerned.

Dues

- Dues are used to purchase camping equipment, advancement badges, advancement ceremonies, awards and for any other expenses incurred by the troop. Troop 424 requires \$5 in dues each month per scout in which there is a troop sponsored activity (typically, this is August through June). Scouts are not allowed to attend campouts until all dues are brought up to date.

Uniforms

- Proper uniforms teach a Scout discipline and teamwork. Troop 424 participates in many events in public and a positive impression is exhibited by wearing the proper uniform.
- Definitions
 - Class “A” Uniform — Also known as the “Field Uniform” consists of proper shoes, scout socks, scout shorts or pants (or approved substitute except at formal troop events)

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and weekly meetings), scout belt, scout shirt, neckerchief, neckerchief slide, and the Scout Handbook. The shirt must be tucked in and buttoned. The scout hat is optional but if worn must be a scout approved hat. This is the uniform for scout meetings, travel, Courts of Honor, and other activities, unless otherwise defined by the Scoutmaster.

- Class “B” Uniform — Also known as the “Activity Uniform” consists of an unaltered Troop 424 T-shirt with troop logo, or an unaltered high adventure earned troop T-shirt, scout belt, BSA green shorts or pants, or cargo style pants (jeans may be worn if appropriate to the activity), BSA socks, and proper shoes. Pants should not be baggies or frayed or ripped and should be in good taste. The scout hat is optional, but if worn, must be a scout approved hat. The shirt must be tucked in. If the troop is not able to obtain troop T-shirts for a Scout then any T-shirt with a scouting design is acceptable. This is the uniform for camping, street cleanups and other active outdoor activities.
- Scout Approved Hat — Any hat that carries the BSA logo or has no logo or designs. Stocking caps for cold weather camping is the exception to the BSA hat or cap. Stocking caps should be scout appropriate. For outdoor flag ceremonies, stocking caps should be removed to show proper respect, unless it is a BSA stocking cap. Hats will not be worn inside the Lake Cities United Methodist Church building.
- Proper Shoes — Hiking boots or tennis shoes. Open toe shoes, sandals, and Croc type shoes are not acceptable.
- Proper Adult Attire — Shorts or pants should not be baggy and should be in good taste. No baggies or torn or frayed pants are allowed. Clothing should always look as presentable as circumstances allow. Clothing should not be see through or shirt necklines excessively low. Emblazening on clothing and jackets should not promote alcohol, tobacco, or other items or concepts contrary to the spirit of Scouting.
- Scout Belt — Must have a scout belt buckle. May be a BSA belt or leather or paracord. Only BSA logos permitted.

Boy Uniforms

- New Scouts are encouraged to obtain all the parts of a correct Scout uniform as soon as possible, but are allowed to wear pants per the Class “B” Uniform requirements and non-Scout socks. The first year Scout must have Scout pants and socks prior to the next bridging ceremony. The minimum uniform required for new Scouts will be the uniform shirt (with all appropriate patches), Troop neckerchief and slide, a Scout Belt, Proper Shoes, and the Boy Scout Handbook.
- Per BSA Policy, so that BSA is not viewed as a paramilitary organization, BSA uniform policy prohibits wearing of any part of, or imitation of, a military uniform. This restriction includes but is not limited to, military camouflage clothing and military flight or field jackets.
- Sleeveless shirts and/or tank tops are not permitted.
- Bandanas are not allowed to be worn as headbands. Bandanas may be worn as neckerchiefs and “dew rags” under a hat, but if the hat comes off, so must the dew rag.
- All patches must be worn according to the Official Boy Scout Handbook. No unofficial patches may be worn on the uniform. The final authority on the proper placement of patches is the “BSA Insignia Guide”.

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- Per the BSA “Guide to Advancement 2011” section 8.0.0.4 a scout may not be rejected for a Board of Review based on his uniform. It is preferred the Scout be in full field uniform for any Board of Review. He should wear as much of it as he owns, and it should be as correct as possible with the badges worn properly. Uniform and clothing should be clean and neat in his appearance and dressed appropriately, according to his means.
- **Adult Uniforms**
 - The Scoutmaster’s and Assistant Scoutmaster’s uniform is the same as the boy uniform except the neckerchief and slide is optional. The Scoutmaster will enforce the attire for Assistant Scoutmasters.
 - Members of the Troop Committee may wear a class A uniform (neckerchief and slide optional), or class B uniform, or proper adult attire to troop activities. Proper shoes are required during campouts, trash pickups, or outside projects. The Committee Chair will enforce the attire for Committee Members.
 - Parents and adult guests are encouraged to wear proper adult attire to troop activities. Proper shoes are required during campouts, trash pickups, or outside projects.

Knives

- Scouts may only carry a knife if they are in possession of their Tote-N-Chip card.
- The knives carried by Troop 424 Boy Scouts must be folding knives with locking blades. The blade is to be no longer than five inches. To determine length, measure entire length of blade past handle, not just the sharpened portion of the blade.
- Scouts caught misusing any bladed tool by any Scoutmaster or Assistant Scoutmaster may have a corner cut from their Tote-N-Chip card. Upon losing the fourth corner, the Tote-N-Chip card is forfeit and the Tote-N-Chip class must be repeated and successfully passed before the boy will be issued a new Tote-N-Chip card and permitted to carry a knife. The Scoutmaster or an Assistant Scoutmaster may confiscate the Tote-N-Chip card and the right to carry a knife if, in their opinion, the Scout is behaving particularly recklessly.
- The Scoutmaster may disallow any unsafe knife at his sole discretion.

Travel

- It is the parent’s responsibility to take their Scout to scout events and overnight campouts. If this is not possible for any reason then it is their responsibility to make arrangements. Troop leaders need to know in advance of such arrangement.
- All Boy Scouts are required to wear their full Class A uniform when traveling to and from any scouting events. The only time a Scout is permitted to wear different attire during travel is when he has permission from the Scoutmaster or Assistant Scoutmaster. Any boy showing up at camp or the designated travel point out of uniform will be sent home to get on the proper uniform.
- A Class B uniform may be required at some scout events and camp outs. After arriving at the scout event or campout boys are allowed to change into a Class B uniform if appropriate.

Camp Fees

- Camp fees are designed to cover the cost of the Troop’s camping trips.

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- Troop 424 must pay camp fees to attend camp outs. This includes adult leaders as well as the Scouts. Camp fees cover the cost of food, transportation, site fees, tolls, admissions, etc. A Scout not paying his fees by the designated due date may not be allowed to attend the campout. Paying camp fees on time is necessary to allow for the troop to purchase food and supplies as needed prior to leaving on a trip.
- If a camp fee is not paid for a campout the Scout will *not* be able to attend any further campouts until all monies due the troop by that Scout are paid.
- If a Scout or adult does not attend a campout for whatever reason, the camp fees are not refundable except by a majority vote of the Troop Committee.

Late Camp Forms & Fees

- Camp forms are usually due two weeks before the campout so the leaders can plan the campout, including food and transport. Camp forms must be filled out and turned in before going on a campout; no exceptions are permitted under any circumstances.
- If the Scout is unexpectedly missing the meeting when the camp forms are due, he must contact the Scoutmaster or Outdoor Coordinator, preferably via e-mail, as soon as possible to communicate that the scout is attending, how many adults will be attending, and if the adult is willing to drive. At that point, the Scout and family is obligated to attend the campout, including paying fees, as if the camp form had been turned in.
- The Scoutmaster may accept late camp forms and payments under other circumstances at his sole discretion.

Accidents

- All parents should give the Scoutmaster a way to reach them at all times in case of an emergency. A Scout will be taken to the nearest medical facility in case of a serious emergency via ambulance or by an adult leader. Parents will be contacted as soon as possible. Minor injuries will be treated per first aid procedures.
- The Unit Leader must have a copy of a current Class I medical form for all Scouts. It is the Scout's and the parent's responsibility to provide this form to the troop. A Scout will not be permitted to go on a campout unless this form is provided.

Fundraisers

- Throughout the year, Troop 424 will sponsor various fundraisers. Scouts are expected to show "Scouting Spirit," as required for advancements, and participate in as many of these fundraisers as possible.
- All funds collected from fundraising will be turned into the chairperson in charge of the event. After the chairperson collects the funds, they will turn them into the treasurer to be distributed to the proper accounts.
- Troop discounts will be directly proportionate to fundraiser participation.
- The Committee may allow a buyout for certain fundraisers.

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Individual Accounts

- Individual Scout funds can be used for camping fees, equipment fees, Scout uniforms or any other Scout related needs with the approval of the Scoutmaster. A Scout desiring to use the funds in his account for anything not being paid for by the troop, after obtaining permission, will be reimbursed for scout related expenses through the use of the troop reimbursement form. Receipts must be attached to the reimbursement form to get reimbursed. Any expenses not approved by the Scoutmaster will not be reimbursed. Any disagreements over a Scout's fund can be submitted to the Troop Committee.
- In the event that a Scout, for any reason, decides he no longer wants to be a member of Troop 424, no money will be handed to the Scout, regardless of the amount of money in his account.
- If the Scout is transferring to another troop, leaders of the new troop will be contacted by leaders of Troop 424, and a check will be written to the new troop, not to the individual scout.
- If a Scout quits scouting completely, then any money left in the Scout's account will be transferred into the troop account, and considered a donation to the troop.
- If a Scout quits scouting completely, or leaves scouting due to age requirements, but has a brother in Troop 424, any funds in the Scout's account may be transferred over to the account of his brother.

Meeting Attendance

- Regular meeting attendance is recommended for all members of the troop. It is encouraged that the Scoutmaster, Assistant Scoutmasters, Senior Patrol Leader, or Patrol Leaders be notified if a Scout is planning on missing a meeting. A Scout must have 75% attendance each month to attend campouts or other scout activities. Excused absences from meetings do not count as missing a meeting. Some examples of excused absences are school related events, illness, death in the family and sport events. If a Scout fails to notify a leader prior to each meeting he will not be attending, it will be automatically considered unexcused. If the absence is not covered above, the Scoutmaster will make a decision whether the absence is excused or not. If the Scoutmaster's decision is believed to be incorrect then the matter will be given to the Troop Committee to make a ruling.

Community Service and Trash Pickup Attendance/Requirements

- Troop 424 participates in at least 4 trash pickups each year. In addition, Troop 424 provides multiple opportunities for the boys to receive community service hours. Examples: Trash pickup, Scouting for Food, charter church work day, Eagle Scout projects, flag ceremonies, etc. In order for a Scout to attend the monthly campouts he must attend six Scoutmaster pre-approved, troop sponsored community service projects per twelve rolling months; one of which must be a trash pickup. The Scoutmaster or a majority of the Troop Committee may adjust this policy for individual cases.

Elections

- Elections for Senior Patrol Leader and Patrol Leaders will be held the month of May or June and the newly elected Senior Patrol Leader and Patrol Leaders will assume office July 1. Elections for Patrol Leaders and optionally Senior Patrol Leader will also be held the month of December and

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the newly elected boy leaders will assume office January 1. Senior Patrol Leader is a one year or six month position and Patrol Leader is a six month position.

- The Scoutmaster decides if the Senior Patrol Leader term will be one year or six months.

Leadership Qualifications

Any of the below qualifications can be waived by the Scoutmaster.

Senior Patrol Leader (SPL)

Each Scout running for the office of Senior Patrol Leader must be:

- At least the rank of Star Scout
- Must have served as a Patrol Leader
- Must be 13 years of age
- Must have attended (or agree to attend) Brown Sea and Twin Arrows.
- Participation in all scout events is expected for the SPL. If the SPL is unable to attend an event, he should inform the Scoutmaster and insure an ASPL will be in attendance and is informed and knows what he needs to do.

Assistant Senior Patrol Leader (ASPL)

Each Scout running for the office of Assistant Senior Patrol leader must be:

- At least the rank of First Class Scout
- Must have served as a Patrol Leader
- Must be 13 years of age
- Must have attended (or agree to attend) Junior Leader Training.
- Although an ASPL is not required to attend all functions as the SPL is, it is highly desired – the ASPLs are training for SPL and nothing helps a Scout learn leadership more than actually doing it.

Patrol Leader (PL)

Each Scout running for the office of Patrol Leader must be:

- At least the rank of Second Class Scout except in the new scout patrol. (A new scout patrol is any patrol that consists of all 1st year scouts).

Junior Leader Training (JLT)

When instructors are available the troop will offer a Junior Leader Training course twice per year. For a Scout to be eligible to hold a troop leadership position he must have attended at least one of the JLT training courses or agree to attend the next available course.

Assistant Scoutmaster (ASM)

Assistant Scoutmasters are appointed and serve at the discretion of the Scoutmaster (SM). Prior to appointment an ASM should (1) have actively served on the committee for one year; (2) complete the requisite training for the position, including Youth Protection, Fast Start, New Leader Essentials, Scoutmaster Specifics, and Introduction to Outdoor Leader Skills; and (3) set a good example pursuant to BSA policies and the troop bylaws. The SM may waive these standards and set timelines to satisfy these qualifications with the consent of the Committee.

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Discipline

- Behavioral Issues
 - All members of the Boy Scouts of America are expected to conduct themselves in accordance with the principles set forth in the Scout Oath and Scout Law. Incidents such as, but not limited to, physical violence, hazing, bullying, theft, verbal insults, and drugs and alcohol will result in disciplinary actions and may result in the revocation of a Scout's membership in the unit.
 - Discipline is necessary for building a Scout's character, leadership and team building skills. Disciplinary actions will be used after the Unit Leader has made every effort to remedy the problem which will include at least one meeting with one or both parents.
 - Troop 424 expects all Scouts to follow the BSA policies for proper scouting behavior. Troop 424 does not allow any violent physical contact between Scouts or adult leaders. Fighting of any kind (verbal or physical) is not allowed at any Troop 424 function. This policy includes 'play fighting'. Violation of this policy may result in the Scout(s) being removed from the event/function.
 - The Unit Leader has the authority to send Scouts home from any scouting event regardless of the time or place of the event should the infraction be serious enough to warrant such action.
 - **Parents are responsible for providing safe transportation for the Scout should a discipline issue arise that requires his removal from the scouting event. The Scout will be kept in a safe environment until his transportation arrives.**
 - The following disciplinary actions will be used for any Scout that does not use proper scouting behavior or does not complete his assigned duties during any scouting event:
 - First offense: clean up camp site
 - Second offense: miss out on unit fun activity
 - Third offense: be suspended from the next unit camp out or event
 - *The BSA does not permit the use of corporal punishment by unit leaders when disciplining youth members.*
 - If all corrective actions have been taken and a Scout continues to exhibit problematic behavior the unit committee will hold a review with the parents to determine a course of corrective action. Such action could possibly include the revocation of the youth's membership in the unit.
- Incorrect Uniform
 - Proper uniforms teach a Scout discipline and teamwork. Troop 424 participates in many events in public and a positive impression is exhibited by wearing the proper uniform.
 - All Scouts must be in proper uniform for all Troop 424 functions and events. (Please refer to the "Uniforms" section)
 - Any Scout showing up at a scout meeting out of uniform or having their uniform worn incorrectly may be given cleanup duties at the church while the troop conducts their meeting.
- Removal From Troop
 - Under rare circumstances, the Scout Master or Committee Chair may recommend that a Scout's membership in the troop be terminated. A simple majority vote of the

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Committee is required to implement this recommendation. The Committee may recommend remediation short of ejection.

- The Troop has the right to reject scouts for membership in the troop.

Computer Passwords

- The Troop Committee Chair or a designated Committee Member is in charge of setting necessary computer passwords and ensuring those who need the passwords have them. The passwords should be changed approximately annually. A master copy of the passwords should be kept in a central, but secure location.

Amendment Procedure

- Changes to these bylaws must be approved by a simple majority of voting registered Adult Committee Members at a scheduled meeting.
- The Scoutmaster must be consulted and informed of any proposed changes and informed of the changes as ultimately approved.
- The Patrol Leader Council should be consulted and informed of any proposed changes and informed of the changes as ultimately approved.
- The changed bylaws must be published on the troop website as quickly as feasible. The changed bylaws may and should also be communicated by whatever other means the Secretary sees fit.

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Acknowledgement

All parents and Scouts must read and sign this document.

Scout Signature _____ Date _____

Parent Signature _____ Date _____