

# TROOP 71 BY LAWS, POLICIES, AND PROCEDURES

## BOY SCOUTS OF AMERICA (BSA)

January 2000

These are the policies of Troop 71 and are provided as a guideline of its operational policies, information about our activities, and the philosophy of our Troop's operations. Our Troop follows BSA policies and Troop 71's policies which are explained in this document. The Troop Committee reserves the right to change any policy or guideline at any time without notice.

National BSA annually chartered Aley United Methodist Church to sponsor Troop 71 which operates in Chillicothe District of Tecumseh Council (#439), with offices in Springfield, Ohio.

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Beavercreek, OH 45431  
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Boy Scouts of America  
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Springfield, OH 45506  
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We have a very successful Troop! This is attributable to the support given by the parents and the Scout Spirit shown by its members. As parents, you are encouraged to become members of the Troop Committee, participate on camping trips, help with Troop activities, and assist in the Scouting experience in any way you can. Especially important to you and the Troop is your presence at the Troop 71 Family Camp where the next year's calendar is planned and one of three general Courts of Honor is held. Family Camp is for all Scouts, Scouters (adults in Troop), and their family members of Troop 71 and is held Friday evening until Sunday afternoon before Labor Day.

Our Troop goals are to provide Scouts with and opportunity of (1) a safe environment, (2) having fun and being challenged by camping and high adventure activities, (3) learn Scout skills, earn merit badges, and progress on their trails to Eagle, and (4) develop Scout Spirit, citizenship, and leadership qualities. We ask that you provide any concerns, observations, or ideas that you might have to aid us in supporting your Scouts in becoming a responsible young man.

The Troop is, to a significant extent, run by elected boy leaders. They are guided by the Scoutmaster, Assistant Scoutmasters, and Troop Committee Members. The Scouts are encouraged to grow by seeking to meet expectations placed in front of them and feeling of support behind them.

Safety is of paramount importance. The adult leaders will exercise discipline and provide guidance in accordance with the published regulations of the Boy Scouts of America and Troop 71 policies.

The rest of this handbook is divided into six sections which provide more details. (Even more details are available in the Scoutmaster's Handbook, Committee Member's Handbook, and the information for parents on the Scout Application Form.) These sections and topics are:

<b>Troop Structure and Operation:</b>	<b>Page 2</b>
<b>Troop Activities and related policies:</b>	<b>Page 3</b>
<b>Advancement and Troop Leadership positions:</b>	<b>Page 6</b>
<b>Financial Requirements and Policies:</b>	<b>Page 10</b>
<b>Support and Participation:</b>	<b>Page 12</b>
<b>Quick Reference Sheet:</b>	<b>Page 13</b>

## Troop Structure and Operations

**Patrol Method:** Organizing the Troop and conducting activities by patrols was started by Lord Baden Powell when he first started Scouting. This basic unit provides the leadership opportunities the boys need by conducting business in a workable, democratic group. Patrols plan and prepare the skills, menus, equipment, duty rosters, and other factors needed for each outing. Our experience is that 9 B 12 boys per patrol provide sufficient challenge and enough members to do things even if some are missing.

In addition to leading the patrols, the Scouts lead the Troop (as much as practical, at both levels). The Patrols Leaders Conference (PLC) outlines an annual proposal of activities, later plans how the activities will be run, and plans the weekly meetings. The PLC consists of the Senior Patrol Leader (SPL) who presides, the Patrol leaders, Assistant Scoutmasters and the Scoutmaster. The other Troop officers, such as Assistant SPL, Scribe, Quartermaster, Troop Guides, Advancement Aide, Chaplain's Aide, Historian, Librarian, and Junior Assistant Scoutmasters are also expected to attend monthly PLC meetings.

**New Scout Patrol:** New Scouts coming from WEBELOS cross-over or Scouts of Tenderfoot rank or below and less than six months as a Scout will be placed in a New Scout Patrol. Scouts will remain in this patrol until Family Camp or they become a 1<sup>st</sup> Class Scout whichever comes first. Scouts will be given the opportunity to request a permanent patrol when leaving the New Scout Patrol. The Scoutmaster has the right to exercise his judgment and assign Scouts to patrols at any time.

**Troop Committee:** This is the foundation of the Troop. It is an extension of and accountable to the chartered sponsor and is comprised of members of the sponsoring body and others interested in supporting the Troop (mainly parents of Scouts).

Specifically it consists of a Chairperson, Treasurer, Advancement Chairperson, Equipment Chairperson, Chaplain, Chartering Coordinator, Friends of Scouting (FOS) Coordinator, any other positions / duties established, and all adults registered as committee members with the Troop. In Troop 71, a large proportion of our most active adult leaders are registered as Scoutmaster, Assistant Scoutmaster, Committee Member, or Organizational Representative (official liaison with the sponsor) and they are invited to be a part of the committee's decision processes. All parents (registered or not) are invited to participate in all committee meetings usually held the first Monday of the Month at 7:00 PM in the Main Church.

The Committee is responsible for recruiting and training adult leaders, providing all resources needed to properly run the Troop, and setting Troop policies. The Committee Chairperson chooses new Scoutmasters with approval of the sponsoring organization and with input from the committee. Adults eligible for the Order of the Arrow are elected by the committee. Only one adult may be elected per year.

**Scoutmaster:** This person assists the Scouts in running the Troop and coordinating the resources provided for that purpose. He or she is accountable to the committee. This position demands a large commitment of time and energy. The Scoutmaster should have as much training as possible in how to lead the Troop and in BSA policies.

## Troop Activities and Related Policies

**Meetings:** Troop meetings are held Tuesday nights, from 7:00 to 8:30 at the Aley Methodist Church Activities building (Scout Hut) on Kemp Road. The Patrol leaders Conference (PLC) replaces the Troop meeting the Tuesday evening following each month's outing (most of the time). Troop Committee Meetings are held at 7:00 on the first Monday of every month in a room in the main Church building. The committee meeting for September is held at Family Camp each year. There is a parents meeting at the beginning of each regular Scout meeting in the basement of the Scout Hut. This meeting will echo announcements that the Scouts receive and discusses any items of interest or concern to the parents and adult leaders of Troop 71.

**Campouts:** Campouts are the core of our Scouting program. We try to schedule an event each month. Some of the special campouts might include caving, canoeing, backpacking, white water rafting, pioneering, orienteering, winter campout, bike hike, camporee, gourmet cooking, summer camp, Klondike derby, and family camp. We also have a camp-in at the Scout Hut Saturday night before Scout Sunday to work on the Scout Hut and practice and participate in the Church service of our sponsoring Church.

**Permission Slips:** These are required and must be signed by a parent or guardian before a Scout will be allowed to participate in any activity. The Permission slips contain a waiver of liability and authorization for emergency treatment. This not only lets us know that the Scout has your permission to participate, but provides us with information on medical problems, such as allergies, and any medicine he may be taking. It is also extremely important that we know how to contact you in case of an emergency and that the leaders be able to take prompt action in what they perceive to be your Scout's best interests.

**Medical Examinations:** The Troop is able to sponsor free physical examinations each year. They are scheduled around May to provide coverage for summer activities, especially for new Scouts. BSA medical forms are required of all Scouts to be with the group leaders at all times for any and all Scouting activities.

**Adult Coverage:** This is important for the safety of the Scouts and the protection of the adult leaders. BSA requires us to have at least two registered and trained adults, one of whom must be 21 or older, with every group of Scouts at any Troop activity. Remote Troop outings such as canoe trips and backpacking may put us away from immediate help. Our policy is that we need double the coverage (at least four adults) for these activities. This allows us to aid the injured and go for help and still have the required coverage with the boys if an accident divides the group or the adults.

**Participation Restrictions:** Age and rank requirements for BSA high adventure events are specified by BSA. All Troop members can attend summer camp and all regular weekend / two day outings, if they are current with their dues and have a current medical form and Permission slip on file.

**Activities:** There is a separate list of activities which the Troop has done in the past. Please check that for more information on Troop activities.

## Equipment

Equipment that is required to start Scouting is minimal but we have found that the following is necessary to assure the Scout has a good feeling about his first experiences in the Troop.

**Scout Handbook:** The official Scout Handbook should be brought to every Troop meeting. This is the prime source of information for the Scout and a permanent record of his advancements. The Scout should keep his book in a zip lock bag with a pen. The Troop provides the first handbook for

each new Scout. The Troop also provides the Boy Scout requirements book that lists all requirements for all ranks and Merit Badges.

**Rank Boards:** Upon completion of the Scouting Conference for Basic Scout Rank, the Scout will be given a Blank name board. The Scout puts his name on the board and then attaches it with the others under his rank on the advancement board. He moves his board each time he advances a new rank until he reaches Eagle. There is also an Order of the Arrow board which Scouts place their name if elected into the Order of the Arrow. The Scoutmaster may refuse to give a Scout a Scoutmaster Conference for advancement if a board is not displayed. A Scout must show Scout Spirit for a Scoutmaster to sign his book. The name board displayed is a sign of Scout spirit.

**Camping Equipment:** As an active camping Troop, we strongly recommend the following as personal equipment, sleeping bag(s) (one good to 20 degrees), ground cloth or sleeping pad, mess kit, flash light, thermal underwear, rain gear, compass, and backpack for older Scouts. The Scout handbook lists items needed for different types of activities. We recommend you talk to an experienced adult who camps with the Troop for ideas on what and when to buy. Getting the best thing for your need is important, buying something you do not use is a waste. Buying quality is important a few dollars more can make a big difference in usefulness and life.

**Tents:** The Scouts supply their own tents in Troop 71, but not every Scout needs one since we use the buddy system.

**For Cave Trip:** All Scouts going on the cave trip must have a hard hat with a light mounted on the helmet this is necessary for a safe caving. Orders and payments for hats, lights, and spare bulbs are arranged by the cave trip activity leader.

**Knives:** **NO blades over 4 inches.** **NO switchblades.** **NO sheath knives** (BSA regulation)  
Troop leaders have the right to confiscate any knife or weapon at any time.  
Scouts must have a Totin' Chip to carry a knife.

**Fuel and fueled equipment:** Troop 71 uses Coleman stoves and lanterns regularly and other types of stoves occasionally. Liquid or gaseous fueled equipment is **NOT** to be handled by a Scout unless he has earned his Firem'n Chip and is designated by a leader to do so. Refueling of this equipment will be **only done by an adult or under adult supervision**. This applies to Coleman Fuel, charcoal starter fluid, cigarette lighters, and any other liquid or gaseous fuel. This means Scouts are not to have cigarette lighters.

**Personal Equipment Responsibility:** Equipment taken on Troop outings is the responsibility of the Scout. He will not be reimbursed by the Troop for its loss or damage. Radios, TVs, and electronic games are prohibited for most outings except for family camp and cave trip. Their use and volume settings are always at the discretion of the adults in charge or drivers. Troop leaders have the right to confiscate any items belonging to a Scout at any time, these items will be returned to the Scouts or parents after the event.

## Uniforms

**Scout Shirt:** An official Scout shirt is required. The Troop supplies the first set of patches and all advancement and Troop office patches.

**Troop 71 Neckerchief:** This is required. The neckerchief is part the package given to a new Scout and the cost is included in Troop registration fees. Our Troop makes the basic scarf and pays to have the lettering done, all to our own design. These neckerchiefs can be purchased . A Slide is to be worn with the neckerchief. Adults are encouraged to buy the adult neckerchief which is recognizable by the green and white colors reversed.

**Name Tags:** Our Troop has grown very large and in 1998 we offered Scouts and Scouters the option of purchasing Troop name tags. Starting with the 1999 cross-over, a name tag will be required of Scouts and will be part of the items they receive when they join.

**Patrol Patches:** When a Scout joins the Troop they will be assigned to a Patrol and the Scouts then select the name of their Patrol and are the given a Patrol patch. When they move to a permanent Patrol or new Patrols are formed they will be given the new patch. The adults are part of the Jurassic Patrol and we have our own patch that can be purchased from the Troop.

**Scout Pants:** Since it is expensive to keep growing boys in official Scout pants, we accept blue jeans or other dark blue pants as substitutes. A Scout Belt should be worn with any acceptable pants.

**Scout Shorts:** These are available but the situation is the same as for the pants, including substitutes. If Scout Field Uniform shorts are worn, Scout socks should be worn with them.

**Scout Hat:** This is Optional. They are easily lost. Other hats are permissible with class B or C uniform. Hats are to be removed in public buildings.

**Classes of Uniforms:** The Troop recognizes three classes of uniforms, planned for the different types of activities. Class A consists of Scout shirt with all patches and pins, neckerchief and slide, pants or shorts (with Scout socks), Scout belt, and merit badge sash or Order of the Arrow sash, as appropriate. Class B is the Scout shirt. Class C is the Troop T-shirt, or other Scouting T-shirt, as agreed to by the Scoutmaster. Class A is required for all Courts of Honor, Boards of Review, parades, and ceremonies. Class B is required when traveling on Troop functions and at Troop meetings. Class C is used for announced specific activities. (Troop Class A is the same as BSA Class A. Troop Class C is the same as BSA class B).

## Communications

Getting the word OUT is critical to the smooth running of the Troop. There are several periodic handouts that should keep you up on Troop activities: (1) This handbook on Troop Polices and Procedures, (2) The yearly calendar, (3) the Troop roster, and (4) the monthly Troop newsletter Troop Talk and Troop Web site ([bas71.freesevers.com](http://bas71.freesevers.com)). There are also handouts for major events, usually given well in advance. Each Scout has his own mail box. Handouts and notices are placed into his box so if he misses a meeting the information is not lost. Ask your Scout for information after each meeting. Extra copies of any handouts are usually placed on the top of the mail boxes for anyone who needs them.

Getting the word out is equally important. Tell the Scoutmaster of anything that can affect the Troop or any of its Scouts. Talk to the Scoutmaster or Committee Chairman any time you have a concern about any aspect of the Troop and its activities. **Your ideas are always welcome.** If you or your son have a problem with the Troop or another Scout in the Troop please contact Troop leadership so we

may address these concerns as soon as possible. If you talk to someone and the problem is not resolved talk to someone else. Please do not let issues grow.

A parent meeting at the start of each Troop meeting is held to convey information to parents and give parents and adult leaders a chance to ask any questions or voice concerns they may have. This is also a chance to request adult support for our Scout's activities. The best part of this meeting is to get to know the other adults better so we can work together to make Troop 71's strong traditions even better.

Each Scout should also learn to promptly notify others when he is going to miss a meeting or outing or not be able to do an assigned task. He should tell his next up Scout leader and his next down or substitute Scout. When a Scout has questions about troop activities or schedules, his first contact should be his Patrol Leader or next up Scout Leader. Parents can help with this please.

## **Advancement and Troop Leadership Positions**

Advancement of Scouts is one of our most important tasks. This is accomplished by encouraging the Scouts to become Eagle Scouts, and to reach that goal one step at a time. We expect parents to encourage their son to steadily advance in rank and to facilitate their opportunities to do so. If you have any concerns please contact the Advancement Chairman.

Troop Committee guidelines for Scout advancements are as follows. These are listed to give an idea of the rate of advancement the Troop Committee recommends. This can be different for a particular Scout. It is best not to advance too fast as the Scout does not get the full benefit of the Scouting program.

1 <sup>st</sup> class	Around the first year of Scouting
Star	2 <sup>nd</sup> to 3 <sup>rd</sup> year of Scouting
Life	3 <sup>rd</sup> to 4 <sup>th</sup> year of Scouting
Eagle	Starting project between 15 <sup>th</sup> and 17 <sup>th</sup> Birthday

We have found that a boy entering Boy Scouting at age 10 or 11 does not usually gain all that he can from the Scouting program if his main goal is minimum time advancements. Steady progress will allow every boy to earn the Eagle rank while also allowing him to learn leadership and to grow emotionally. A rapid pace may miss opportunities for growth and learning the significance of Scout Spirit and citizenship. Few 13 or 14 year old boys are mature enough to manage and learn from an Eagle project, while most 16 year olds can. On the average, Scouts should aim at completing Eagle after their 15<sup>th</sup> birthday. Although a boy has until the day before his 18<sup>th</sup> birthday to accomplish all the requirements for his Eagle rank, he should try to start the project before 16 to allow plenty of time for its completion.

The Policy for service hours shall be as follows: Must be of benefit to the community, not the Troop, or Scouting, and not an individual, although could be an individual on a case by case basis, i.e. an organized group effort (can't just rake leaves for your neighbor). In addition it must meet the following with approval of the Scoutmaster being key.

1. Approved by the Scoutmaster in advance
2. Should be advertised within the Troop for participation, giving everyone a chance
3. Not something which a Scout is normally expected to do, should be above his usual duties
4. Must not be a regular job (for example Acolyte, usher, etc.)

A Record of a Scout's Progress is a must! The Scout's record is provided in the Scout Handbook. We suggest that the Scout also keep a scrap book to organize all his important information, such as pictures, newspaper articles, Merit Badge cards (including the application card), and rank advancement cards. These will be needed for his rank advancement Boards of Review.

For each rank advancement to Tenderfoot, Second Class, and First Class a Scout must pass a Skills Review Board. Then have a Scoutmaster's Conference and appear before a Board of Review. The Scout must arrange for these events, the Skills board of Review with the Advancement Aid, the Scoutmaster conference with the Scoutmaster and the Board of Review with the Advancement Chairman. A three column sign-up sheet is posted to help everybody with this process. The Scout must bring his handbook to all three meetings, be in the uniform of the event for the Skills Review Board, Scoutmaster's conference, and be in Class A uniform for the Board of Review. Approval by the Board of Review is the official point of earning the rank promotion.

The Skills Review Board is a Troop 71 implementation. It is conducted by Scouts (First Class or above), with adult advisors. This review is to assess each Scout's knowledge and skills relative to the desired rank's requirements for First Class and Below. Scouts must correctly answer seven of ten questions to pass this review. This helps the Scoutmaster determine each candidates readiness. It also provides other leadership lessons and mutual learning by Scout and Skills Board. The Scouts doing the review are responsible to help the reviewed Scout improve any areas found to be weak, especially if the individual did not pass. A Scout can sign up for another board as soon as he thinks he is ready.

The Scoutmaster reviews the Scout's records for the next rank and determines whether or not the Scout has gained the required knowledge and is ready for the rank. Also gives the Scoutmaster a chance to get acquainted with the Scout better and counsel the Scout. He can encourage the Scout to set goals and work for them.

The Board of Review, a group of three or more of Troop 71's Committee members talks with the Scout about his Scout spirit, goals, value of knowledge gained, and thoughts about the Troop. This is also a good chance for the Committee Members and Scout to get to know each other better. Gives the Scout some experience talking to adults he may not know well. Gives the Committee a chance to encourage the Scout and let him know they are interested in his advancement and positive experience with the Troop and will work with him for that goal. The board then approves or disapproves the Scout for rank in question.

## Courts of Honor

These are important events in the lives of our Scouts and in the life of the Troop. **All families should attend every Court of Honor** to emphasize this importance and honor the advancements of their sons and all the Troop's Scouts.

Scouts are presented with the cards and pins for every advancement and Merit Badge earned since the last court. Corresponding uniform patches are also given if there was no opportunity to do so at a Troop meeting right after officially earned. Numerous other honors are also announced. For absent Scouts, Merit Badge cards will be awarded at the next Troop meeting but, advancement awards will be held until the next court.

Troop 71 conducts three regular courts each year. Normally two courts each year are held in conjunction with a pot luck dinner, one at Aley Church in January, one at a picnic facility in June, and, one is held during Family Camp on the Saturday before Labor Day. To coordinate the pot luck dinner or refreshments there is a meeting the Tuesday before the court.

Eagle Court of Honor may be held separately, for individuals or groups of Eagles, or in conjunction with a regular court. The format of this ceremony is optional. These choices belong to each Eagle Scout and his family, within the limits of Troop Capabilities.

## Scout Leadership Positions

Besides rank advancement and Scout spirit , a Scout must develop and demonstrate leadership skills and maturity matching the rank he seeks, up to and including the rank of Eagle Scout. To aid the Scout in leadership development , the following Troop Advancement guidelines are used:

- 1<sup>st</sup> Year Patrol Member, Patrol QM, Patrol Scribe, APL
- 2<sup>nd</sup> Year Patrol Leader, Chaplain's Aide, Historian, Librarian, Den Chief, Bugler
- 3<sup>rd</sup> B 4<sup>th</sup> Year Patrol leader, Troop Guide, and Troop leadership assignments (ASPL, Advancement Aide, Scribe, QM)
- 5<sup>th</sup> B 6<sup>th</sup> Year Senior Patrol Leader, Troop Instructor or Guide, or Troop leadership jobs
- 7<sup>th</sup> Year Junior Assistant Scoutmaster, Troop Instructor, Troop Leadership assignments, or Patrol service

The Senior Patrol Leader (SPL) and Patrol leaders (PL) are elected in February and August and take office in March and September respectively. The SPL chooses his Assistant Senior Patrol Leader (ASPL) and Troop leadership staff after concurrence with the Scoutmaster. The Patrol Leaders assign Patrol positions.

The Scoutmaster appoints worthy Scouts to the positions (normal requirements) of Junior Assistant Scoutmaster (Life and 16 ), Troop Instructor (Star and 15), troop Guide (First Class and 13 with 14 preferred), and Den Chief (First Class and 13).

## Adult Positions

**Activity Leaders:** (AL) Volunteers, from the Assistant Scoutmaster or Troop Committee, who handle the details of a specific activity. This keeps our Scoutmaster from being overloaded in the details of every activity. He needs to work with the overall program, weekly meetings, and individual needs. We try to get an AL for all events for the whole upcoming year during our planning meeting at Family Camp.

The AL plans the event or for our Troops participation in a joint event. They make reservations, submit a signed tour permit, and distribute information sheets for Scouts and parents. They ensure adequate adult coverage, determine total attendance, and list all needed equipment. Also they sets up transportation for people and equipment, makes sure menus and food is bought, arranges for training, handles finances, helps the Scoutmaster maintain Troop discipline, checks and brings Medical / Permission slips, and any other duties necessary to conduct a safe successful activity. After the activity, the AL submits a short written report to the Scoutmaster, covering all participation, camping nights, points of contact, unusual tasks, financial summary, lessons learned, and recommendation. A copy of the report should placed in the Troop's files as a reference for the next AL.

An AL checklist is available to help remember all the tasks, and should be used.

**Patrol Advisor:** This is a position to guide the individual Patrols to keep them on track and help the Scoutmaster at Troop meetings. Each is appointed by the Scoutmaster and acts as a focal point for the Patrol leader and Patrol members, for the Scoutmaster. He will answer questions if he can and find the answers if he can not. This will help the Scoutmaster from having to answer the same type of questions from every Scout or Patrol leader.

Patrol Advisor:

1. Attends Troop Committee Meetings, Troop meetings, and Patrol meetings keeping Scouts on task.



2. Guides Patrol Leaders and Assistants in planning Patrol meetings, campouts, and other Patrol activities. Approve planned activities, and menu plan.
3. Observes and provides assistance, along with the Patrol Leaders Council (PLC), for the Patrol operations and teach leadership skills to the Patrol Leader and his Assistant.
4. Regularly discuss Patrol performance with the Scoutmaster.
5. Encourages the Patrol to earn the Baden Powell Award.

**Merit Badge Counselors:** Merit Badges are the keys to skills and knowledge in specific topics and increasing numbers are required for each rank above Tenderfoot. These counselors help the Scouts work through the merit badge book and complete the requirements and sign off on the merit badge card when completed. Every Council, District, and Troop has a constant need for counselors for all the many badges so that the Scouts get the needed opportunities. Merit Badge Counselors must be registered with the Council.

**Jurassic Patrol:** The adults in Troop 71 have their own Patrol including a Patrol Patch, hat, and a chuck box for camping. Adults can also purchase Troop 71 golf and T shirts to wear at Scout functions. The Adults also follow the Troop 71 rules, Be Safe, **Have Fun** and Learn something.

## Training

**Scout Training:** Scouts learn by doing but need an idea of how to lead and perform the different duties to which they are elected. They are given a head start through Junior Leader Training (JLT) provided by the Troop shortly after each election. The Scoutmaster selects one of several short, but structured, programs developed by BSA. Most BSA councils also conduct a more formal JLT. Tecumseh's is called Tomahawk and is six days a Camp Birch in June. The Troop Committee will reimburse the Scout account of a Scout who completes all the requirements for Tomahawk (Camp fees). This is subject to Committee approval and available funds.

**Adult Training:** This is getting increased emphasis. There are several levels of training for adults. Fast Start is a short video and discussion program. Each unit committee is responsible for providing Fast Start training for its leaders. Leaders more involved with Troop activities, should complete the next level, Basic Scoutmaster Training, called Medicine Drum in our Council. Medicine Drum is offered twice a year in the fall and spring. Upon successful completion a adult earns the Trained patch for their uniform. The core leaders are advised to participate in Wood Badge, a longer, in-depth participation in Patrol and Troop operation and camping skills. Wood Badge is run by Council in the fall of every odd year.

## Inappropriate Behavior

Drugs, alcohol, physical assaults, vandalism, hazing, cursing, foul language, disrespect, and demeaning actions or words (by Scout or Adult) have no business at any Scout activity. There isn't a dress code for Scouts, but the Scoutmaster or Activity Leader has the right to request a Scout change his clothing or turn a shirt outside in if printing or artwork is in bad taste. Each adult interacting with Scouts is required to set a worthy example. Scouting promises to be a safe haven for all its members. All adult leaders are empowered to enforce the policies of BSA and this Troop. If adults do not feel comfortable doing this contact the Scoutmaster or Adult Leader in charge. Remember all Scouting activities are to be a safe haven for all Scouts and Scouters.

## Financial Requirements and Policies

### Registration Fees:

**Active Cub Scout Transfer:** The maximum fee is \$40.00. This includes his transfer to Boy Scouts, pro-rated membership in the national BSA organization, pro-rated subscription to Boys Life Magazine, Scout Handbook, Boy Scout Requirements book, Troop 71 neckerchief and slide, shirt patches, and Troop 71 T shirt & name tag.

**Active Boy Scout Transfer:** The maximum fee is \$35.00. This includes transfer to Troop 71, registration in the national BSA organization, pro-rated subscription to Boys Life Magazine, Troop 71 neckerchief, shirt patches, and Troop 71 T shirt & name tag.

**New Boy Scout:** The Maximum fee is \$40.00. This includes registration in the national BSA organization, pro-rated subscription to Boys Life Magazine, Scout Handbook, Boy Scout Requirements book, Troop 71 neckerchief and slide, shirt patches, and Troop 71 T shirt & name tag.

**Dues:** \$5.00 is paid to the Troop during the Patrol corners of the first Troop meeting of every month. The Troop encourages monthly payment by each Scout and collection by patrol and Troop scribes as a method of boys learning responsibility and business techniques. This is overseen by the adult Troop Treasurer. These funds are used for registration after 1<sup>st</sup> year, BSA insurance, Boys Life for each Scout, awards and patches earned, and for purchase of new Troop equipment and to maintain Troop equipment.

### Troop Furnishes:

**Registration Fee:** The Troop pays the BSA registration fee for Scouts in good standing after the boy's first year in the Troop.

**BSA Insurance:** The Troop pays for Insurance for each Scout in the Troop.

**Boys Life:** The Troop pays for Boys Life Magazine subscription for Scouts in good standing after the boy's first year in the Troop.

**Equipment:** The Troop Provides some large expenditure camping gear, e.g., Patrol boxes, dining flies, stoves, lanterns, and Patrol cooking utensils. The Scout is responsible for replacing lost or maliciously damaged Troop equipment. The quartermaster assists the adult equipment chairman in managing Troop / Patrol equipment.

**Campout Costs:** These run from \$5 to \$12 per Scout or Scouter for food. This money is collected during Patrol corners no later than the Troop meeting before an event. If the trip is more than 50 miles, gas money will be assessed at between \$2 and \$10 per passenger. All Scouts pay their gas money to the event Activity Leader prior to the trip. Drivers are reimbursed for their actual costs. We are a pay as you go Troop, so if a Scout is not paid up by the Tuesday before the trip he doesn't go. An active Scout in Troop 71 that goes to campouts, summer camps, National Jamborees, Sea Base, and Philmont can expect to spend approximately \$3,500.00 to \$4,000.00 in 7 years. All of this money can be earned by the Scout selling wreaths.

**Scout Accounts:** There will be a \$25 minimum transfer amount for any withdrawals from the Scout account. There is not a minimum deposit. This policy is in effect to relieve the treasurer of excessive work.

The Scout accounts hold the money the Scouts make from the Troop's money making projects. All of the profit from these projects is allocated to the participating Scouts and placed in their Scouting accounts to be used for any Scout related equipment or outings. The Scout will be reimbursed for any Scouting equipment (wherever purchased), including uniforms, when he presents the bill to the Troop treasurer or makes prior arrangements with the Scoutmaster.

The Scout may also use his account for all expenses associated with any outing costing over \$20 (excluding food) by presenting the activity leader for the outing with a note from a parent requesting this be done. The funds will be automatically transferred to the cost of the event. Major Scouting events like Philmont or national Jamborees, that may require advance payment by parents, can be reimbursed to the parents from the Scout's account.

The Scout's account is for Scouting use and is not the personal property of the Scout. When a Scout leaves Scouting or fails to re-register, all funds remaining in his account will be transferred to the Troop's Brislawn Fund. A Scout in good standing may request transfer of his funds to another Troop. An account may be transferred to a brother's account, subject to committee approval. Eagle Scouts may request and receive their accounts any time after they have officially reached Eagle.

New Scouts, who have not had time to earn money through Troop projects, may be advanced funds to cover Scouting expenses at the request of the parent(s). The individual Scout accounts will not be used for regular campouts or food money due to the accounting problems created for the Troop Treasurer. However, if funds are a problem the Troop will be glad to work with parents on using the boy's account to help him.

**Brislawn Fund:** The Brislawn fund was started after the untimely death of an Eagle Scout from Troop 71. The family gave all gifts in the form of cash to the Troop to start the fund in their sons name. The fund is primarily used to supplement the cost of a Scouts first trip to Philmont Scout Ranch. The fund is financed by money left by Scouts that leave the Troop with unused funds in their Scout accounts. Personal donations to the fund are always welcome.

### **Miscellaneous Information**

#### **BSA Organizational Structure:**

##### **National BSA**

##### **Tecumseh Council**

Champaign County

Clark County

Clinton County

Logan County

Greene County

##### **South Service Area**

##### **Chillicothe District**

##### **Troop 71**

## **Roundtable:**

The South Service area has a meeting of the adult Scouting leaders called Roundtable. This is a meeting of mainly Scoutmasters and other adult Troop leaders however anyone can attend. It is held at the Greene Joint Vocational School the Second Thursday of the month at 7:00 in the evening. The exception to this is the July meeting which is the kick off meeting for the year held at Camp Birch. This is a meeting to share information from council and between Troops. This gives Council a chance to distribute information and receive input from the Scouting units. Plans are made for council events and recruiting is done for help with these activities. Items of Scouting interest are discussed.

**Web Sites:** Sites of interest to the Scouts and Scouters of Troop 71 are:

Tecumseh Council Home Page: [www.tecumsehcouncilbsa.org](http://www.tecumsehcouncilbsa.org)  
Tecumseh Council Email: [tecumseh@bsaemail.org](mailto:tecumseh@bsaemail.org)  
Chillicothe District Home Page [www.chillicothedistrict.org](http://www.chillicothedistrict.org)  
Troop 71's Home Page: [www.troop71.info](http://www.troop71.info)

## **Support and Participation**

We hope the presentation of Troop 71 polices and procedures has helped you understand what we do, how and why we do it, and what is expected from the Scouts and the parents. Running a Scout Troop is complex and is possible only through dedication of our local Scout family. We invite your questions and solicit your support.

The BSA requirements for adult coverage at Troop events, our Troop polices for safe coverage, and the need for Administrative Leaders all mean we must have strong parental participation to conduct our Scouting program.

One of the citizenship lessons you can help teach your son by example is committing your personal support and participation to Troop activities. If you show him his program is important enough for you to be involved, he is likely the stay active.

Yours in Scouting

Troop 71 Committee and the Scoutmaster of Troop 71

## Quick Reference Sheet

Meetings:	Every Tuesday, 7:00 to 8:30 PM, at the Scout Hut.
Registration Fees:	\$11 to \$40 depends on prior Scouting Status, Troop pays this after first year.
Dues & Fees:	\$5 is due at the first Troop meeting of month. Scouts must be paid up to date to go on any event.
Advancement & Leadership:	Important, Scouts need to keep records in their handbooks.
Courts of Honor:	Ceremony for awarding advancements, merit badges, other honors. Three general courts each year, usually not on meeting nights. All Scouts and parents should attend every court. Eagle courts are conducted as needed.
Campouts:	One almost every month. May be part of some larger activity. Planned by year. Coordinated by Activity Leader. Great chance for Fun, Learning, and Advancement. Often need parents to attend, drive, and buy food.
Medical Exams:	Must be current for designated events. Troop sponsors free exam each may.
Permission Slips:	Must be signed by parent before participation in any events.
Uniforms:	One of three classes worn to / from all events and during most events. Scout Shirt or T-shirt, pants / shorts (or SUB), neckerchief & slide, and merit badge sash.
Communications:	This document, Troop Roster, event handouts, verbal announcements, monthly news letters, parents meeting, and committee meetings. Call Patrol Leader or Scoutmaster if you have questions.
Scout accounts:	Scout's accounts. May be used for cost of outings (not food) and dues payments over \$25 and Scouting equipment or uniforms. Funded by participation in certain Troop money-making projects. Managed by Troop Treasurer.
Behavior:	Scouts are not allowed to smoke. Drugs, alcohol, physical assaults, vandalism, hazing, cursing, foul language, and disrespect, are prohibited.
Troop Support:	We need parents to be committee members, Assistant Scoutmasters, Activity Leaders, and help with the many special jobs.