

# *Troop 44 Bylaws*

The Troop will be operated using the principles and guidelines of the BSA National Council. The Patrol Leaders Council (aka Green Bar) will plan and carry out all Troop functions, with help and support from the Scoutmaster and the troop committee. The basis of operation will be the patrol method, whereby each patrol camps, cooks, hikes and participates in troop meetings as a unit, cooperating with other patrols under the direction of the Senior Patrol Leader (SPL). Guidance, training, leadership development, program approval, and basic policy will be supplied by the Scoutmaster and the Troop Committee. High standards will be maintained at all times with an emphasis on the Scout Oath, Scout Law, Scout Motto, Scout Slogan, and the Outdoor Code.

## **Chartering Organization**

The troop is chartered by the Bushkill Township Volunteer Fire Company, and will follow the rules for the Fire Company Social Hall as set by the Fire Company (see Appendix A). The Troop will also perform service projects for the Fire Company at their request.

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## **A. REGULAR MEETINGS**

1. Meetings are every Tuesday night from 7:30 PM to 9:00 PM at the Bushkill Twp. Firehouse. In the spring, the meetings will run from 7:00pm to 8:30pm in order to take advantage of the light for outdoor meetings. The Green Bar will determine when this will start each year.

2. Troop meetings will run from the first Tuesday school day of the NASD calendar in September until the Troop Picnic in June. If NASD cancels school or closes school early due to foul weather, there will be no meeting. On dates that school is scheduled to be closed, the Green Bar will determine if there will be a meeting.

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## **B. UNIFORMS:**

### **Class A Uniform:**

1. The Class A uniform is the complete Boy Scout uniform as mandated by BSA, including the Scout tan shirt, Scout green pants and Scout neckerchief (the Troop 44 blue neckerchief) with slide. All boys at the rank of 1<sup>st</sup> class or above are expected to wear the official scout pants or shorts; the troop accepts either tan or khaki, or olive drab

pants as part of the class A uniform in ranks lower than 1<sup>st</sup> class.

2. When to wear: The class A uniform is worn to all meetings, Court of honor ceremonies, Scoutmaster Conferences, boards of review, while traveling to and from camping trips, at devotions and flag ceremonies.

### **Class B Uniform:**

1. The Class B uniform for the Scout is a green Troop T-shirt and any type of pants or shorts. A troop polo shirt is available for adults.

2. The class B is typically worn when the class A is not required. The class B is worn during camping trips and work activities. The troop sells class B T-shirts for the boys and polo shirts for the adults.

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### **C. FINANCIAL RESPONSIBILITIES:**

1. Troop dues are \$40.00 per scout, per year. Dues are due by December 1st of the preceding calendar year for the following calendar year. This enables us to re-charter in December, as required by BSA Council.

2. Monies from Troop dues will be put into the Troop fund and used to pay for re-chartering with BSA (including the registration fee, insurance and Boy's Life magazine), the Troop Neckerchief, Merit badge sash and Boy Scout Handbook provided to new Scouts, for badges, pins, stationary supplies, camping necessities, and any other supplies/equipment deemed necessary by the Troop Committee. Troop dues are non-refundable.

3. Scouts joining the Troop mid-year will have the Troop dues pro-rated.

4. In addition to the Troop dues, scouts will be asked to participate in at least one troop fundraiser per year, usually a car wash.

5. The annual Popcorn Sale is voluntary. Scouts who participate will receive all monies given to the troop by Council, put into a scout account by the Troop 44 treasurer. These monies can be used to pay for camping and other Scouting related expenses.

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### **D. INDIVIDUAL SCOUTING ACCOUNTS**

1. In the event that a Scout, for any reason, decides he no longer wants to be a member of Troop 44, no money will be handed to the Scout, regardless of the amount of money in his account.

2. If the Scout is transferring to another Troop, leaders of the new troop will be contacted by leaders of Troop 44, and a check will be written to the new troop, not to the individual scout.

3. If a Scout quits scouting completely, then any money left in the Scouts account will be transferred into the Troop Account, and considered a donation to the Troop.

4. If a Scout quits scouting completely, or leaves scouting due to age requirements, but has a brother in Troop 44, any funds in the scout's account may be transferred over to the account of his brother.

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### **E. CAMPING TRIPS:**

1. The troop plans an outdoor trip every month of the year. Sign-up sheets for the trips are out at every meeting. We recommend that parents look at the sign-up sheet to see what trips their scout has signed up for, to verify that he will be able to go on that date./p>
2. The scout is responsible for his portion of the trip expenses. The expenses typically include food, campsite fees, rentals, entrance fees and a travel fee when necessary. Scouts can use the money in their troop account to pay for these expenses.
3. Parents must leave us with a contact number that they will respond to.
4. Any medications that the Scout is on, both OTC and prescription, must be given to an adult in charge of the trip along with written dosing instructions.
5. Should it be necessary for a Scout to be picked up at camp due to illness, disciplinary problem, or unresolved homesickness, it will be the responsibility of PARENTS to pick their scout up from camp. This is to ensure adequate leadership and the safety of the remaining scouts.
6. Electronic devices such as radios, tape players, CD players, MP3, I-pods, DVD players, electronic games, etc. are not allowed while camping, but may be used in the car while traveling to and from camping trips. All unauthorized devices will be confiscated for the duration of the trip. Use of cell phones will be at the Scoutmaster's or trip leader's discretion.
7. No sheath knives or double bit axes are allowed at any scout function and they will be confiscated. No firearms, tobacco, fireworks, aerosol cans, or incendiary devices (other than matches or approved fire starters), illicit drugs or alcohol are allowed at any scout function by either scouts or adults. Individuals will be immediately expelled from the function. Parents will be called to pick up the scout. Additional action may be taken.
8. Attendance on camping trips is at the discretion of the Scoutmaster or trip leader.
9. The BSA Guide to Safe Scouting will be followed.

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## **F. ADVANCEMENT**

1. All requirements for advancement are tracked using the Boy Scout handbook. Individual requirements for the ranks up to First Class are signed off by the Patrol Leader, other senior scouts (First Class or above), or an adult leader. All requirements must be initialed and dated in order for the advancement to be awarded.
2. Advancement information for each Scout in Troop 44 is maintained through the use of computer software by the Advancement Chairperson. The Scout *must* bring his handbook to all meetings and activities in order for requirements to be initialed and dated. Advancement cards, received upon completion of requirements for ranks and for merit badges, should be kept in a safe place, as they may be necessary to document the Scout's advancement.
3. Scouts start by earning the Scout rank. The requirements can be found on page 4 of the Boy Scout Handbook. These skills must be demonstrated to the Scoutmaster, Assistant Scoutmaster, or another qualified scout, who will then initial and date the Scout's handbook. The initials or signature and date are required for the rank or badge to be rewarded.
4. The ranks of Tenderfoot Scout, Second Class Scout, and First Class Scout require skills learned at campouts, hikes, other troop activities and troop meetings, and service hours (given to the community or chartering organization). Please ensure all service hours are documented if not done as a troop activity. The SM or ASM or a qualified Scout will initial and date requirements as they are completed. The Scout may work on the requirements for Tenderfoot, Second Class, and First Class in any order, but they will receive the ranks in order (i.e., Tenderfoot before Second Class, Second Class before First Class). Therefore, it is advisable to place emphasis on completing

the requirements for the *next* rank.

4. Since the Scout skills required for lower ranks have already been learned, the ranks of Star, Life, and Eagle are achieved by being active in the troop, demonstrating Scout spirit, taking part in service projects, completing merit badges and serving in positions of responsibility within the troop.

5. The last two requirements for all ranks are a Scoutmaster's Conference and a Board of Review. At the Scoutmaster's Conference, the Scoutmaster and Scout review the requirements for that rank and previous ranks. If the Scoutmaster feels confident that the Scout demonstrates the knowledge and skills required, he will initial and date the handbook and arrange for a Board of Review.

6. Senior members of the Greenbar council comprise the Board of Review for the first three ranks – Tenderfoot, Second Class, and First Class. For the Star and Life ranks, the Board of Review consists of a minimum of three adults. The Scoutmaster and the Scout's parents cannot be on the Board. The Scout must present himself in a neat, clean Class A uniform and have his handbook. Upon completion of the Board of Review, the Board confers and announces the results to the Scout and Scoutmaster.

7. For the Eagle rank, a Life Scout appears before the Troop Committee as part of the Eagle Project planning process, and when his project is completed, has a Scoutmaster conference and an Eagle Board of Review before a District Committee.

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## **G. ATTENDANCE**

1. In order to fulfill Rank Advancement Requirements and derive the most benefits from the Scouting program, a Scout is expected to be active in the Troop, participating in both weekly meetings and camping trips, and to demonstrate Scout Spirit.

2. Scouts are required to participate in Community Service projects performed throughout the year.

3. Scouts will never be told that "they can not advance", because of poor attendance, only that their new rank will be delayed until ALL requirements are met, including "Be Active"; and "Demonstrate Scout Spirit".

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## **H. DISSEMINATION OF INFORMATION**

1. All schedules, schedule changes, forms, information and reminders will be sent to scouts and parents via e-mail. All scheduling and future outings will also be available on the Troop website. A copy of all e-mails will be available for all to read at regular meetings.

2. On certain occasions, the Scoutmaster, Senior Patrol Leader or Patrol Leaders, may phone scouts to remind or notify of any schedule changes.

3. Troop 44 will make every effort possible to maintain an updated Internet Web Page with updated reminders and any schedule changes. Comments and recommendations for website improvements should be directed to the webmaster.

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## **I. MEMBERSHIP - GENERAL**

1. Any person wishing to become an Adult Leader must complete the BSA Adult Application, and have it approved

by the Committee Chairperson, Chartered Organization Representative, and Council.

2. Any boy wishing to join Troop 44 must complete the BSA Scout application, and have it approved by the Scoutmaster or Committee Chairperson.

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## **J. LEADERSHIP**

### **Adult Leadership**

1. Although BSA provides and recommends an extensive list of titles to be filled, as per the BSA Troop Committee Guidelines [e.g.: Outdoor Activities Coordinator, Advancement Coordinator, Training Coordinator, Equipment Coordinator, etc. ], the following will be the absolute minimum amount of leaders/titles retained by Troop 44:

- Charter Representative
- One Scoutmaster
- At least one Assistant Scoutmaster
- One Committee Chairperson
- At least three other committee members, including a treasurer

2. Committee meetings will be held once a month at regularly scheduled times, August through June. Additional committee meetings may be held if needed.

3. If any existing Adult Leader is negligent in fulfilling his or her duties, or is deemed to have an adverse affect on the boys in the Troop, or operates contrary to the teachings of BSA, or is obstructive in any way towards the general steady, successful operation of the Troop, a vote can and should be taken by Committee Members, Scoutmaster and Assistant Scoutmasters, as to whether that leader should be asked to relinquish the position.

4. In general, decisions by the committee are reached by a consensus of opinion, but a formal vote may be asked for by any committee member.

5. All registered adult leaders in Troop 44 are considered to be committee members, and are entitled to attend committee meetings and vote, including the Scoutmaster and Assistant Scoutmasters.

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## **K. DISCIPLINE**

The pre-existing "[TROOP 44 RULES AND REGULATIONS as OUTLINED BY BSA](#)" will be used to govern any disciplinary problems that may occur. Discipline problems may also be dealt with by the Greenbar, under advisement from the Scoutmaster.

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## **L. SCOUT LEADERSHIP POSITIONS**

1. Elections for Scout Leadership positions will be held in September and March. The Scoutmaster will determine the Scouts' eligibility for elected and appointed positions.

2. In order for a Scout to fill any elected office, scouts must be first class or above and should:

- A. Have a good attendance record
- B. Show Scout Spirit
- C. Be responsible
- D. Take the initiative

E. Be attentive

3. Other requirements are as follows:

**Senior Patrol Leader** - One year term elected in September. The SPL must have been a Patrol Leader, is Star rank or higher, and has attended Junior Leader Training. Scoutmaster nominates boys eligible for the position. SPL is responsible for supervising all other boy leaders and running all troop activities.

**Assistant Senior Patrol Leader** - One year term, appointed by the Senior Patrol Leader in September. Must be Star rank or higher. Assumes all SPL duties in the absence of the SPL.

**Patrol Leader** - Six month term elected in September and March. Responsible for leading a patrol of scouts during troop meetings and trips.

**Scribe** - Six month term elected in September and March. Responsible for tracking attendance at all events, posting sign-up sheets and distributing the calendar of events.

**Quartermaster** - Six month term elected in September and March. Responsible for distributing and tracking all troop gear for trips and for distributing gear to be cleaned up after trips.

**Six Month Positions Nominated by the Scoutmaster (Boys can accept or reject):**

**Troop Guide** - Responsible for training the scouts and leading new scout patrols.

**Librarian** - Responsible for organizing troop books and videos and checking out books to boys.

**Historian** - Keeps a scrapbook of troop activities and photos.

**OA Representative** - Must be OA member. Represents the troop at OA meetings.

**Chaplain Aide** - Helps run religious functions such as Vespers and prayers at the troop meetings.

**Den Chief** - Must complete den chief training. Works with a Cub Scout den. Develops a list of responsibilities with the Den Leader and performs those duties.

**Junior Assistant Scoutmaster** - Assist the Scoutmaster and SPL in their duties.

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## **N. PROGRAM PLANNING**

1. The Green Bar consists of the Senior Patrol Leader, the Assistant Senior Patrol Leader, Patrol Leaders, Troop Guides, and other Scouts in positions of responsibility .
2. There will be a green bar meeting held every six to eight weeks in order to plan the weekly troop meetings, with the Scoutmaster and other representatives of the Adult leadership attending in an advisory and resource capacity.
3. Once a year, Junior Leader training will be held, in conjunction with an annual planning session to select outings for the coming year, with the Scoutmaster and other representatives of the Adult leadership attending in an advisory and resource capacity.

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## **N. ADDITIONS AND CHANGES TO BY LAWS**

1. Leaders of Troop 44 acknowledge that there may be a need to make a change or create additions to the BY LAWS at any time in the future. Leaders of Troop 44 accept this responsibility when they submit their Adult Application.
2. If a suggested change and/or addition is not agreed upon unanimously, then a vote will be cast, including the vote of the Scoutmaster and any Assistant Scoutmasters.
3. Matters not covered by these by-laws will be decided upon by the Troop Committee, using past precedent or majority opinion.
4. The bylaws will be made available to anyone who wishes to see them. They should be on hand at all troop meetings as well as posted on the troop website - [www.troop44bushkill.org](http://www.troop44bushkill.org) They are available as a .pdf format for [download](#).

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