

Troop 812 Omaha, Nebraska

General Information for our Scout Families

Dear Parents and Scouts,

We are glad you and your family will be joining our troop. Scouting is one of the largest and oldest youth organizations around. It is also one that is immediately known and respected by people throughout the world.

Troop 812 and its leaders believe strongly in the character building that comes from following the Scout Oath and Scout Law. We also believe strongly in parents' participation in all Scouting activities. The youth who get the most out of Scouting are those whose parents are visible and active. Parents enjoy a key role in the success of Scouting. You help motivate your son, provide moral support, and help as you can with troop activities. Your excitement and involvement rubs off on your son, so parents are encouraged to attend all Troop activities and meetings. Also if time permits we appreciate any help a parent can provide. Scouts, you will get out of Troop 812 what you put into it. Leaders try to keep the "outing" in scouting by offering plenty of activities of all kinds. We ask our Scouts to lead the troop as much as possible, and that includes planning and preparing for campouts and weekly meetings. As you learn and grow with us, your responsibilities will increase. Developing self confidence, self-reliance and leadership are key goals of the Scouting program. As a Scout, attendance is expected. The more you attend, the faster you will advance in rank, earn troop leadership roles and make friends. Once you are elected to a leadership position, minimum attendance requirements do apply.

We hope this booklet will be useful to both parents and Scouts. Please read it together, along with the first pages in the Scout Handbook. This booklet is intended to provide general information about the operation and activities of Troop 812. Most information about specific activities will be distributed to the Scouts to be brought home for your use. This is done to develop the boys' sense of responsibility. **If you find that you do not know what is going on, it is probably because your son did not bring home the information or has not shared it with you.** Much information is shared at the monthly Troop Committee meetings. You are always encouraged to attend. We also have a wealth of information on our Troop 812 Website at <http://troop812.org>

The exciting transition from Webelos to Scouting can be confusing at times. Parents please do not hesitate to ask one of our leaders or Troop Committee chairman if you have questions. If a Scout has questions, he should call his patrol leader or patrol advisor.

Yours in Scouting,

Troop 812 Committee

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General Information for Families and Scouts of Troop 812

I. ADULT / PARENT INVOLVEMENT

Scouting offers many opportunities for adult/parent involvement. These include both camping and non-camping activities. For example, the troop needs merit badge counselors to assist scouts with earning merit badges for rank advancement. These can involve areas with which you are familiar such as art, pets, music or camping. We also need your help with campouts, transportation, and periodic reviews of Scouts advancement. We expect an adult from every family to be represented in some aspect of troop operation. You will be asked to complete a Troop Resource Survey (Exhibit C) that helps you identify areas you would be willing to serve.

Your participation in Troop Committee meetings is encouraged. The Troop Committee is a group of adults who help oversee the Troop and assist the Scout Master with organization and planning. There are both formal and informal positions where we can use your help. You can also be involved in District or Council activities. If you are interested, indicate this on your Troop Resource Survey, or talk with the Troop Committee Chairman. If you don't know who this is please ask one of the adult leaders.

ABOVE ALL, BE INVOLVED, SHOW YOUR SON YOU CARE. Ask about his activities and accomplishments. Provide feedback to the adult leaders. Look for a way to help. The troop cannot survive without strong parental involvement. If your son has participated in sports, you know how important it is to be a "cheerleader" for him and his team. Scouting is no different. Your son needs your support and encouragement to take on the challenges and adventures scouting offers. This involves your participation at campouts, troop meetings, Courts of Honor, and parent meetings. Find at least one way you can share the Scouting experience with your son and his Troop. Your son is learning to be a leader, so provide him with leadership opportunities at home.

II. TROOP ORGANIZATION

A. Patrol Method

Lord Baden-Powell, founder of Scouting, designed the "patrol method" in which the troop is subdivided into patrols of 8 or so boys. Smaller groups allow more boys to learn and exercise responsibility and leadership, as the boys elect one of their own as "patrol leader." One note, for our 1st year scouts who are just transitioning from Webelos, we select an older scout to guide them through their first year. Patrols choose their names having to do with the outdoors, wildlife or Indian lore. The patrol leader must be willing to attend a high percentage of all troop meetings and activities. He also serves on the Patrol Leader Council (PLC), which meets once a month to plan weekly troop meetings, campouts and other troop activities. The PLC is made up of the Troop Senior Leadership, Troop Officers, and Patrol Leaders. Patrols may have their own activities, but most often, join in with the other patrols for whole troop activities.

B. Troop Leadership

Twice each year the Scouts elect their Senior Patrol Leader. This is the highest leadership position for a boy in the Troop. For election to this position, rank and attendance requirements apply. The Senior Patrol Leader chooses his Assistant Senior Patrol Leader(s) and other Troop Officers (i.e. Quartermaster). These Scouts are not part of a regular patrol. They interact with the patrols and participate in the PLC, which plans most troop activities.

C. Patrol Leadership

Twice each year the Scouts elect their Patrol Leaders. The PLC determines the eligibility requirements for this position. The Patrol Leader chooses his Assistant Patrol Leader.

D. Troop Organization Chart

Please refer to the Troop 812 Organizational Chart: Exhibit A

III. TROOP DUES AND FEES

The operation of the Troop is funded by annual dues, fund raiser, monthly dues for campouts and fees for special activities (ex: summer camp) that the Scout participates in. At the beginning of the month, the Treasurer prepares and sends a statement to each Troop family for the dues and fees relating to that month. The statement balance should be paid within 30 days of the statement date. The Troop Committee understands that there may be instances that arise that may prohibit timely payment of those dues. When this occurs, it is the Scout family's responsibility to contact the Treasurer with a plan for bringing their bill up to date. If the Scout family fails to notify the Treasurer and the monthly statement balance due contains any amount that is over 90 days past due, the individual boy's Scout account will be used to offset the past due amount owed. If a past due balance over 90 days still remains, a letter will be written from the Committee, to the Scout and his parents, explaining that the Scout will not be able to participate in any Troop activities or receive any awards he has earned until the Scout's account is made current.

III. SCOUT MEETINGS

A. Purpose

The scout meetings are designed to work on troop or patrol sponsored activities such as rank advancement, merit badges and scouting skills, to prepare for upcoming activities such as monthly campouts and to have fun. Most of the time the meetings end with a troop game either inside or in the church parking lot.

B. Time and Place

Troop meetings are held from 7:00 to 8:30 p.m. each Tuesday evening at Christ Community Church, 404 S. 108th ST, unless otherwise announced. The Tuesday after the campout is usually designated for the Patrol Leaders' Council meeting and Committee Meeting unless otherwise announced. Scouts who do not hold a leadership position do not need to attend on the Tuesday after the campout. Please refer to the troop calendar on our website <http://troop812.org>

C. Uniforms

Scouts are required to wear their Full or Class A uniforms to Troop Meetings. The PLC has voted that non-scouting hats should not be worn as part of the troop uniform. Troop 812 neckerchiefs are part of the official uniform. Please see the Scoutmaster for one. The full uniform consists of the BSA tan shirt complete with Mid-America Council patch, troop numerals, patrol patch, American flag patch, rank and leadership position patches, and red shoulder loops, troop neckerchief and BSA web belt. Full uniforms are to be worn for all troop functions. Merit badge sashes should be worn for Boards of Review, Courts of Honor and other special events. All uniform items are available at the Durham Scout Center, 12401 W Maple RD or at Canfield's Sporting Goods.

D. Attendance

Attendance is expected. It is the Scout's responsibility to contact his patrol leader, in advance if possible, to get information he may miss by not attending. Rank advancement will be easier and come

sooner for boys who attend regularly. For troop leaders including Patrol Leader, Assistant Senior Patrol Leader and Senior Patrol Leader, attendance is required. For obvious reasons, a Scout must be committed to attend if he is to be an effective leader.

E. Meeting Format

All adults are welcome to attend meetings. Please understand that this is a program of “boys leading boys.” You will see many adults present in uniform; however, they are not in charge of the meeting. They are advisors and mentors, guiding as needed.

IV. CAMPOUTS

A. Purpose

Campouts are an opportunity to work on merit badges and scouting skills where an outdoor environment is required. They are a chance for fun, friendly competitions, leadership development, and camaraderie. They are also a lot of fun!

B. Dates

Campouts are generally held the third weekend of each month. We have some camping or other outside activity every month of the year. Camporees are District-wide campouts held each spring, winter and fall, usually in April, February and October. They are opportunities for the scouts to meet and compete with other troops using scouting skills.

C. Location

We camp at various area scout camps and state camping areas within a 1 1/2 hour radius of Omaha. There may be exceptions, due to special events. Campouts usually originate in the CCC parking lot, located on the East side of the Church, at 6:00 p.m. on Friday. The boys are returned to the CCC parking lot, usually by 11 AM, on Sunday.

D. Participants

SCOUTS: All Scouts, regardless of rank, and invited Webelos are expected to attend.

DRIVERS: We need drivers to transport scouts and their equipment to and from campouts. **Please consider this an obligation and volunteer whenever you can.** Our Troop Transportation Coordinators will be responsible for arranging transportation. They will make an effort to enlist each family’s help equally. Please tell your son whether or not you are able to attend the campout and/or able to provide transportation by Tuesday of the week before a campout.

ADULT SPONSORS: We must have at least two adults, in addition to the Scoutmaster and Assistant Scoutmaster on every campout and activity. Two-deep leadership is a national B. S. A. policy. **We feel it is your responsibility to attend at least one campout each year.** However, all parents are welcome to accompany us every month. There are never too many. It is important for your son to know that you are interested in him and his activities. Just as you would attend many of his sports activities, you should also attend Scout activities. Exhibit D, Troop 812 Parent’s Camping Guide, provides some guidance on what to expect on a campout or outdoor activity.

E. Food

When we leave on Friday, each person should have already eaten supper. Food for the other meals will be planned by patrol. Each patrol will shop and cook separately. Meals are included in the monthly dues charged.

F. Clothing and Equipment

The troop has enough tents to accommodate everyone, including adults. Scouts and adults will need a sleeping bag suitable for the season and ground pad or cot. An equipment checklist of gear each scout should bring will be distributed periodically during the year (a copy can also be found on our Troop website). Scouts should dress appropriately for the season. They should always “be prepared” for the worst possible weather, regardless of the forecast. This would include a waterproof poncho or rain suit, heavy coat, hat and gloves in cold weather, extra socks, underwear, and proper footwear. All clothing should be packed in “ZipLock” style bags and the inside of the duffel or pack should be lined with a plastic garbage sack unless it has a waterproof liner. Their duffel or pack should be a “bag of bags.” Many of our Scouts have learned the hard way that wet clothing is a poor insulator of body heat. The Scouts should wear their troop uniform shirt on Friday when they leave for a campout and on the return trip on Sunday, unless instructed otherwise. A turtleneck or sweatshirt may be worn underneath in cold weather. The troop assumes no responsibility for personal equipment.

G. Cost

Prompt payment of bills is expected. If the scout is behind in payments, in excess of 3 months, at the discretion of the Committee's Financial Officer, active participation in troop activities will be halted until such time as the scout is current with the billing. The reality of the situation is that the troop continues to incur charges for all activities.

V. DISCIPLINE

Code of Conduct: At all Troop activities, each Scout is expected to live up to the Scout Law and Scout Oath.

The Scout Oath and the Scout Law of Troop 812 will prevail on all indoor or outdoor activities for each Scout and adult in Troop 812. Therefore, dishonesty, fighting, hazing, profanity, pornography, non-prescribed drugs, alcohol, and tobacco are absolutely prohibited. The highest Scouting standards will be maintained with no exceptions. Parents should encourage their son to strive for these ideals.

Following the BSA program promoting boy leadership, the boy leaders, with the guidance of the adults, have the authority to correct improper behavior. Normally, the Senior Patrol Leader and Patrol Leaders will address minor issues relating to disruptive scout behavior by talking to the scout and having him sit out for a time. At no time will a boy or adult leader physically hit, kick, slap, or push a disruptive Scout to discipline him. However, if the safety of the Scout or others is in question, boy or adult leaders may physically restrain the disruptive Scout to prevent harm until his parents or proper authorities arrive on the scene.

Parents should be prepared to pick up their son if he violates BSA standards or is excessively disruptive at meetings or activities. In such cases, the scout who is in violation of behavioral policy will call his parents to take him home and a conference between he, the Scoutmaster and his parents will take place as soon as possible to resolve the issue.

A Scout who commits a serious infraction or has repeated offenses will be sent home and may be restricted from meetings, campouts, and activities. The Scoutmaster will notify the parents in writing of the incident and the action to be taken within a week of the infraction. The Scoutmaster will hold a conference with the parents and scout to address questions and concerns. The parents will then have one week to respond to the allegations about their son and the incident. Then, at its earliest convenience, the Troop Committee will consider the incident, the Scoutmaster's recommended action, and the parent's and scout's responses and make a final decision on the disciplinary action. In the event that the Scoutmaster was not present at the time of the infraction, the adult who was in charge shall also be included in all meeting and decisions on disciplinary actions taken. Disciplinary actions may include a written warning, suspension from Troop activities for a period of time, or involuntary removal from the Troop roster and forfeiture of pro-rated dues.

Scouts will be held financially liable for any damage to troop or individual equipment. After consulting with involved parties, the Scoutmaster will decide if a boy is liable for any damage or loss and will notify the scout's parents. The Scoutmaster can decide to automatically deduct any damages from the individual scout account or to seek replacement or repair costs from the scout and his family.

VI. TROOP COMMITTEE

A. Chartered Organization

Christ Community Church (CCC) is the Chartered Organization for Troop 812. This means that Troop 812 is "owned" by CCC. CCC receives a National Charter yearly to use the Scouting program as part of its youth work. The Troop Committee works on behalf of CCC to insure that the Troop is operated within the church's policies. Boy Scouts of America provides the program and support services.

B. Purpose

The committee's job is to oversee the operation of the troop. They give guidance to the scoutmaster and his assistants, support the troop with time and advice, assist with program planning, provide resources and transportation, and carry out specific jobs as noted below. The committee meeting is the best forum for you to provide your input about the structure and function of the troop. Your active participation will ensure a successful troop.

C. Membership / Participation

All parents are invited to attend the Troop Committee meetings. Formal, registered membership on the committee costs \$8.00 per year that is paid by the troop, but is not required to participate. Voting may at times be limited to members of the committee only. Membership can provide you with direct access to news from the Council and national scouting program. It also will provide you with insurance coverage for injuries suffered while participating in or traveling to a scout activity. Registration as a Merit Badge Counselor will also make you eligible for this coverage.

D. Committee Positions

Please refer to the list of jobs and descriptions in the "Job Description" (Exhibit B). These jobs are open to males and females alike. None of these jobs requires excessive time commitments, but all are crucial to the smooth operation of the troop.

E. Meeting Time and Location

Troop Committee Meetings are held once a month on the Tuesday following the monthly campout, at 7:30 PM.

VII. FUND RAISING

An active troop requires funds for camping, purchasing and maintaining equipment, awards and badges, adult leader training, and numerous other things. Our present annual registration fee is \$50.00 per scout, which includes Boys Life magazine, council and district fees and annual troop dues. The Troop Committee determines the need for additional revenue. Participation in these fundraisers is critical to the continued growth of Troop 812. The PLC will decide what type of fundraiser they would like to organize, historically popcorn sales and monthly can drives. Adults from the troop will assist, and are needed. If a Scout does not participate in a fund-raiser that is designated for general Troop benefit, he may be assessed a minimum contribution amount by the Troop Committee.

VIII. ADVANCEMENT

A. The Key to Scouting

Rank advancement is the key to the successful participation of any scout. When he can see the results of his participation, he will remain involved. You can keep track of your son's progress by noting his rank and comparing it to the various steps in the Scout Handbook. All scouts in the Troop are expected to have their own copy of the Scout Handbook. The Handbook can be purchased at the Durham Scout Center located at 124th and Maple or Canfield's Store. Make sure your son's name and phone number is written inside the front cover. It's amazing how many are left after the scout meetings.

B. New Scouts

The first three ranks of scouting, Tenderfoot, Second Class, and First Class have their own special requirements. These are detailed in the Scout Handbook. The instructor for these requirements can be a scout who has reached the rank of First Class or one of the adult leaders. The skills learned are frequently those of daily living such as citizenship and first aid, or scout skills such as knot tying, fire building, and proper use of woods tools. Advancements for all three ranks can be worked on in parallel. In other words, if the Troop is working on a 1st class requirement, the Tenderfoots and 2nd class scouts can participate and gain credit or learn the skill. After reaching First Class, rank advancement requires merit badges. These are more in-depth activities and require more individual time by the scout. Merit badges may be earned before a scout is First Class; however, the new scout should concentrate his efforts on progressing through the first three ranks within one year.

C. Steps to getting a merit badge

1. Pick a subject. Talk to your Scoutmaster or Assistant Scoutmaster/ Advancement about your interest. Read the requirements of the merit badges you think might interest you. Pick one to earn. Refer to the list of Merit Badge Counselors. Ask your Scoutmaster to recommend one. These counselors have special knowledge in their merit badge subjects and are interested in helping you. The Troop will also periodically schedule a merit badge class if enough scouts express an interest in earning a particular merit badge.

2. Buddy System. Ask another scout to earn the badge with you. You must have another scout with you at each meeting with the merit badge counselor.

3. Call the counselor. With your Scout partner, get a merit badge application from your Scoutmaster or Assistant Scoutmaster. Get in touch with your merit badge counselor and tell him/her that there are two (or more) of you who wants to earn the merit badge. The counselor may ask both of you to come and see him/her and explain what they expect and starts helping both of you meet the requirements.

4. Read the entire merit badge book and start to learn and do the things required. Ask your counselor to help you learn the things you need to know or do. It will help if you can buy or borrow a merit badge book on the subject. The troop has a library of merit badge books. Canfields and the Durham Scout Shop stock these also.

5. Show your stuff. When the two of you are ready, call the counselor again to make an appointment to show how you have met the requirements. When you go, take along the item(s) you have made or written work you have done. If they are too big to move, take pictures or have an adult tell in writing what you have done. The counselor will ask you to do each requirement to make sure you know your stuff and have done or can do the things required.

6. Meeting the requirements. You are expected to meet the requirements as they are stated...no more and no less. If it says, “show or demonstrate” that is what you must do. Telling about it won’t do. The same holds true for words such as make, list, in the field, collect, identify, label, etc.

7. Get the badge. When the counselor is satisfied that you have met each requirement, he or she will sign your application. Give the application to your Scoutmaster or Assistant Scoutmaster / Advancement Chairman so the merit badge can be obtained for you.

8. Guidelines and suggestions.

a. Group instruction: Many subjects may be presented to groups of Scouts without defeating one of the purposes of the merit badge plan: working with an adult. The National Executive Board has approved this policy statement on merit badge counseling:

“To the fullest extent possible, the merit badge counseling relationship is a counselor / scout arrangement in which the boy is not only judged on his performance of the requirements, but receives maximum benefit from the knowledge, skill, character, and personal interest of his counselor. Group instruction and orientation are encouraged where special facilities and expert personnel make this most practical, or when scouts are dependent on only a few counselors for assistance. However, this group experience should be followed by attention to each individual candidate’s projects and his ability to fulfill all requirements.”

b. Time frame for work on merit badges. This is no time limit for completion of merit badges other than age 18. However, if more than one calendar year passes from the initiation of work or if the scout continues with a counselor other than the one he started with, the new counselor may require a retesting of requirements already signed.

c. The Scout’s progress on unfinished merit badges will be considered before approval is given to start a new one.

d. It is suggested that an adult scouter not be the merit badge counselor for his or her own son, unless in a group setting (i.e. offer the merit badge to all who can attend)

D. Rank Advancement

Ranks beyond First Class require merit badges, leadership, community service and Scout Spirit. When all of the requirements have been met for a particular rank, the scout must have his progress reviewed. A written test may be used to check the scout’s knowledge of the required information. A conference with the Scoutmaster or one of the Assistant Scoutmasters must be scheduled. Finally, a review board of two or more Troop Committee members will meet with the scout to review the advancement. **Scouts must be in full Class ‘A’ uniform, which includes the Merit Badge sash if applicable, for this Board of Review.**

E. Court of Honor

Cloth badges of rank are presented at troop meetings following the Board of Review. Public recognition of rank advancement and merit badges are given at quarterly Courts of Honor. These gatherings are for scouts and their families. They provide a chance to see the progress your son is making and meet with other parents in a social setting. You and your scout should attend, whether or not your son is receiving an award. A brief Parent Meeting to communicate information usually precedes or follows the Court of Honor. Scouts must be in full uniform, including the Merit Badge sash if applicable.

F. Eagle Scout

The rank of Eagle is the ultimate goal of most scouts. All requirements as outlined in the Scout Handbook must be completed by a scout's 18th birthday. Nationally, only 2 scouts in 100 reach the rank of Eagle. Four Scouts from Troop 812 have received this rank over the past 4 years. Our troop has been more successful than most because of the involvement of our parents and the dedication of our Scouts and their leaders.

IX. SUMMER CAMP

A. Purpose

Summer camp offers an environment for long term camping and numerous activities from which the Scout can choose including merit badge work. These activities will aid in rank advancement and are needed for certain merit badges such as Camping. Summer camp is an integral part of the scout program, which helps the boys build independence, self-confidence and self-reliance. Scouts who attend summer camp will find themselves advancing faster. Summer camp is for **all** Scouts, regardless of rank.

B. Date and Location

The troop attends a weeklong summer camp every year. The dates and location will be announced well in advance. The troop typically attends summer camp out of state.

C. Parent/Adult Assistance

Yes. We need drivers and we cannot attend camp without adults staying in the campsite. We need at least one adult for every 5 scouts staying in the campsite.

D. Cost

The cost will be determined by the Troop Committee and will be communicated to parents well in advance. No scout should miss camp because of cost, if your Scout attends a local Council camp. Council camperships may be, available should they be needed. Contact the Scoutmaster for more information.

E. Emergency contact

The Troop Committee will appoint an emergency contact person that will be responsible for relaying emergency information to the parents.

X. HIGH ADVENTURE

A. Purpose

As the boys grow in maturity and outdoor experience they will be ready for more difficult challenges. These activities are exciting and unusual enough to ensure the boys' continued participation and advancement after they reach First Class. Usually to go on a High Adventure Trip you must have reached the rank of 1st class and be 13 years of age. Specific requirements will be announced well in advance of a trip. If there is enough interest by the eligible boys, a High Adventure Trip may be planned by the Troop to give that once in a life time experience and challenge.

B. Examples

Some of the "High Adventures" the Troop may undertake include a canoe trip to the Boundary Waters of northern Minnesota, backpacking in Colorado, experiencing Philmont Scout Ranch in New Mexico, and attending National Jamboree in Virginia (30,000+ scouts from across the country in 2005, 2010).

The leaders and boys, with the help and advice of the Troop Committee, plan these trips. The cost of these trips may vary in cost from \$200-\$1500 per Scout.

XI. SERVICE TO THE COMMUNITY

One of the primary points of emphasis in the scouting movement is service to others. In Boy Scouts, every rank advancement, past Second Class requires hours of service. The Troop Committee and Scoutmaster will help arrange for these activities. Scouts are welcome to suggest their own projects, subject to Scoutmaster approval. Once a Scout reaches the Life rank, he must plan and carry out a special project to reach Eagle. This project is the Scout's, but must include other Scouts whom he must supervise.

XII. ESTIMATED SCOUT EXPENSES

The cost of a complete new Scout uniform with appropriate insignia is as follows (as of 08/05)

| | |
|---------------------|----------------------|
| Shirt: | \$27.25 |
| Shoulder loops: | 1.55 |
| Web Belt: | 5.90 |
| Neckerchief | 9.50 |
| Patches: | 7.50 (approx.) |
| BSA Scout Handbook: | <u>7.95</u> |
| | \$59.65 + Tax |

Annual dues for Troop 812: \$50.00 Awards (rank and position patches, Merit Badges) Troop equipment and supplies, Troop committee expenses, Mid-America Council registration, Individual accident insurance, Boys Life magazine, and the Troop Recharter fee.

Total annual fees and dues \$50.00*

*Annual dues of \$50.00 will come due in November.

Monthly dues are charged to cover the costs of camping and food. The fee is reviewed once per year and is adjusted. Currently the fee is \$14.00 per month.

XIII. MEDICAL FORMS

Each Scout and parent must complete a BSA Medical form prior to attending Troop outdoor activities. The forms include a brief medical background for the scout and emergency contact information. A copy can be obtained from the Scoutmaster, one of the Assistant Scoutmasters or from the Troop 812 website.

XIV. TROOP POLICIES and BY-LAWS

Every new Scout and their parent shall review the policies and by-laws and complete the last sign-off sheet and turn it into the Troop Committee Chairman or Scoutmaster. You can find the document on the Troop web page. You may email the completed form. See the Troop web page for email addresses.

XV. SUMMARY

- What a Scout gets from Scouting will be as much or as little as he and his parents put into it.
- The Scout can acquire greater knowledge of the outdoors including camping, hiking, animal & plant recognition, and conservation.
- The Scout will learn responsibility, organization, and leadership by planning and participating in troop and patrol meetings and Courts of Honor.

- The Scout will have exposure through merit badges to possible hobbies, careers, and other pursuits.
- The Scout will assist younger Scouts in learning the skills of scouting and thereby reinforce what he has previously been taught.
- The Scout will have the opportunity to participate in community service projects and learn to help those outside of his immediate sphere.

Exhibit A: Troop Organization Chart

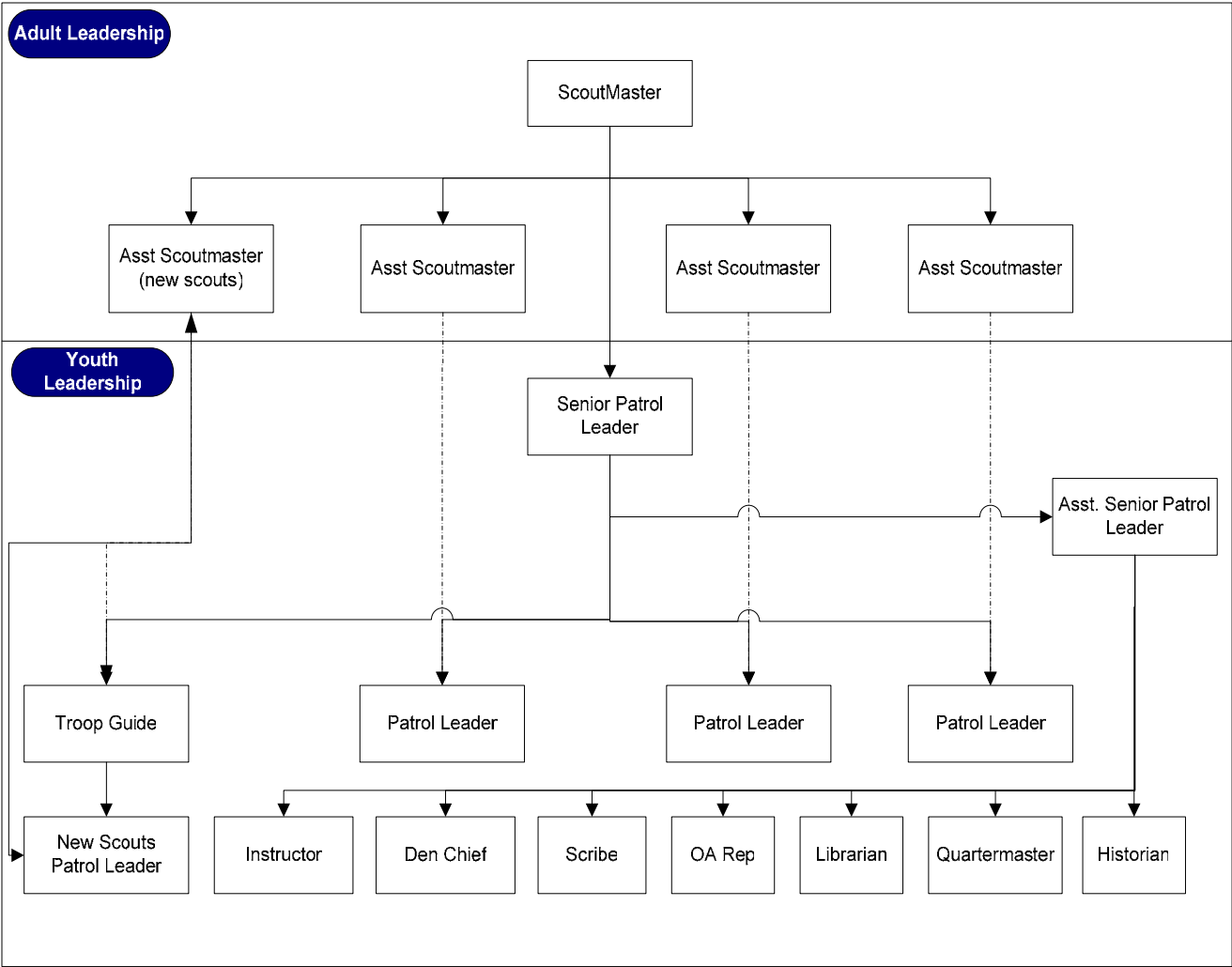


Exhibit B: Troop Committee Job Descriptions

CHARTERED ORGANIZATION REPRESENTATIVE (CR):

- Liaison between sponsoring organization and Scouting.
- Usually appointed by the sponsor but may be appointed by troop if requested to do so.

INSTITUTIONAL HEAD (IH):

- Usually a member of charter partner organization.
- Unit must have this position filled before charter is posted.

COMMITTEE CHAIR (CC):

- Fill all committee positions.
- Conduct monthly troop committee meetings.
- Seek needed help from unit commissioner or district committee.
- Prepare troop charter renewal, to complete and forward to council service center by the due date of the expiration month.
- Inform parents about their opportunities and responsibilities.
- Supervise recruiting of troop adult leadership and see that they are trained.
- Handle publicity in newspapers and bulletins of sponsor.
- Organizes the committee to see that all functions are delegated, coordinated, and completed in accordance with BSA policy
- Prepares troop committee meeting agendas; calls and presides over committee meetings
- Should attend district round table for the purpose of keeping sponsor and troop aware of current council and district activities and concerns

SCOUTMASTER (SM):

- Promote recruiting of new boys for troop to insure the strength and performance of troop
- Register boys and adults and order supplies from council office
- Cooperate with patrol leaders, council and troop committee in planning and carrying out the troop program, the district program and the council program
- Promote rank advancement

ASSISTANT SCOUTMASTER (SA):

- Assist Scoutmaster in carrying out the troop program, the district program and the council program
- Take over in the Scoutmaster's absence.
- Oversee operations of assigned patrol

MEMBER OF COMMITTEE (MC):

- An adult who takes an active role in the organization and policies of the troop by participating on the troop committee
- Serves on Boards of Review
- Participate in troop committee meeting
- As necessary, participate in Boards of Review
- As necessary, attend position-specific training and actively encourage the other adult leaders as well as the youth leaders to attend position-specific training, though the wearing of the Scout uniform by the Committee Members is not required, it is strongly encouraged, be a good role model for the Scouts in the troop, and live by the Scout Oath, Law, Motto, and Slogan.

QUARTERMASTER (MC)

- Works with the Scout Quartermaster to identify equipment to purchase, maintain, and inventory troop camping and operating equipment and supplies
- Maintains troop closet and trailer
- Recommend purchases to the Troop Committee
- Maintains and purchases soft disposable items (Ex: paper towels, lantern mantels, propane for lanterns, etc.)
- Ensure that Troop first aide kit is properly stocked.

ADVANCEMENT CHAIRMAN (MC):

- Help Scoutmaster in the preparation and qualification of boys
- Report advancement to the council office and secure badges and certificates
- Conduct frequent Courts of Honor to recognize those who are moving forward and to stimulate the others
- Coordinate merit badge work

EAGLE SCOUT ADVISOR (MC):

- Advise Life Scouts on the intricacies of attaining the Eagle Scout rank

BOARD OF REVIEW COORDINATOR (MC):

- Coordinates all Boards of Review
- Recruits adults/parents to sit on Board of Review
- Trains adults/parents on Board of Review process
- Reports Board of Review results to Advancement Chair
- Provides Board of Review expectations to each Scout
- Review completion of project paperwork

TREASURER (MC):

- Supervise troop budget plan and collection of dues
- Keep troop Financial Records
- Request, from the church, all checks for troop purchases, and fill out paperwork for reimbursement
- Set up and supervise a camp payment plan
- Prepare and mail bills
- Handles troop funds; pays bills on recommendation of the Scoutmaster and authorization of the Troop Committee
- Maintains records of individual scout accounts
- Leads in the preparation of the troop budget
- Makes recommendations on changes to dues and camp fees

CAMPING / ACTIVITIES CHAIRMAN (MC):

- Promote through parent meetings — attendance at troop camp outs, camporees and summer Scout camp
- Promote troop attendance to all events and activities
- Tracks the troop calendar and oversees advance planning for campouts
- Secures reservations and permissions

- Provides permission slips, if required and information sheets on upcoming campouts or events to the Communication Coordinator for monthly mailing
- Encourages support for Order of the Arrow activities, and oversees elections to OA
- Ensures scout and adult health forms are up-to-date

TRANSPORTATION CHAIRMAN (MC):

- Compile and keep insurance records and tour permits for troop outings
- Arrange transportation as needed

FUNDRAISING COORDINATOR

POPCORN KERNAL/FRIENDS OF SCOUTING/SCOUTING FOR FOOD (MC)

- Supervises money-earning projects
- Obtains proper authorization for fundraising projects
- Conduct annual popcorn campaign and ensures that every Boy Scouts sells popcorn
- Coordinate Scouting for Food annual drive for the troop and reports results to the district
- Coordinate Friends of Scouting annual drive for the troop and reports results to the district

CAN DRIVE COORDINATOR (MC)

- Coordinate monthly can drive
- Places signs on can drive route
- Maintains records of boys that participate, the amount of cans collected and the money earned
- Works with the treasurer to determine amount to be dispersed to each boys account for summer camp

MERIT BADGE PROGRAM COORDINATOR (MC)

- Develops and maintains merit badge counselor list
- Supervises Librarian in maintaining a collection of merit badge books
- Approves scout applications for merit badges
- Coordinates troop involvement in Merit Badge training
- Oversees registration for merit badge classes for Summer Camp
- Works with PLC in monthly programming to include merit badge advancement

SECRETARY/COMMUNICATION COORDINATOR (MC)

- Send communiqués as needed for special events, information, etc
- Prepare Family newsletter
- Works with the Troop Scribe and Outdoor Activities
- Coordinator to distribute a monthly packet with a two-month calendar and information and permission slips for campouts
- Assists in providing information for the troop web site
- Works with Advancement Chair to maintain current mailing and email lists
- Keep minutes of troop committee meetings
- Report on last meeting minutes.
- Trains and supervises troop scribe and historian

WEB MASTER (MC)

- Maintains troop web site
- Posts monthly newsletter and calendar of activities to web site
- Keeps content current

MEMBERSHIP CHAIRMAN (MC):

- Responsible for the troop Sign Up for Scouting
- Spring Into Scouting youth recruiting campaign and for coordinating year round youth recruitment and retention

LEADERSHIP/TRAINING (MC):

- Recruits new adult leaders
- Ensures new adult leaders are trained in their responsibilities
- Encourages leaders to attend all District and Council events
- Works with the SM to ensure all Boy Scout leaders (youth) are trained and receives the badge of their office
- Coordinate and provide Troop Junior Leader Training (JLT) program for Boy Scout youth leaders (utilize Scouts that have attended Pahuk Pride to assist)
- Promote and encourage Boy Scouts to attend Pahuk Pride training

CHAPLAIN (MC)

- Sets a spiritual tone for troop meetings and activities
- Gives guidance to the scout Chaplain's Aide
- Encourages scouts to earn their appropriate religious emblems

HISTORIAN (MC)

- Maintain written and photographic history of Troop 812
- Collect news articles relating to the Troop

EAGLE SCOUT MENTOR (MC)

- Advise Life Scouts of Eagle Scout project process
- Mentor the candidate through the planning process into the execution and completion

Exhibit C: Troop Resource Survey

Boy scouting is for adults as well as boys. We invite you to share your skills and interests so the best possible program can be developed for the Boy Scouts in this troop. In making this survey the committee wishes to find ways you can enjoy using your talents to help our Scouts. Your cooperation is greatly appreciated. Please return this survey to Troop Committee Chairman or Scout Leader

Troop 812 Adult Resource Survey



Welcome to our Scouting family. Though Boy Scouts are expected to run the troop, Boy Scouting is for adults as well as boys. In fact, it is only through your talents and involvement that we can offer the best program to all of our sons. **In Troop 812 we ask each Scout's parents, friend or guardian** to help the troop function. There are many things to be done, and with this survey the Troop Committee can find ways you and the Scouts can enjoy your talents together. **The boys in the troop need your help!**

Please complete one form per adult and fill in all the blanks. Thank you.

Scout's Name(s): _____

Parent/Guardian/Adult (*one form for each adult*) _____

Street: _____ Town/State/Zip: _____

Home Phone: _____ Work Phone (opt.): _____ Best times to reach you: _____

(Adult) E-mail _____ Sports I participate in: _____

Occupation/Specialty(s)/Employer: _____ Hobbies: _____

I have the following certifications / training (approximate training dates mm/yy are perfectly fine) :

- Y N First Aid issuer/type _____ expiration ___/___
- Y N Cardiopulmonary Resuscitation (CPR) issuer/type _____ expiration ___/___
- Y N Cub Leader Basic ___/___ Y N BSA Fast Start ___/___
- Y N Webelos Outdoor Lead. ___/___ Y N BSA Youth Protection ___/___
- Y N Boy Scout Leader Basic Training (or SM Fundamentals) Y N Woodbadge ___/___

- 1) I am willing to be on the Troop Committee. Meetings are the 4th Tuesday each month. _____ Yes ___ No
- 2) I am willing to help organize an event such as a fundraiser. _____ Yes ___ No
- 3) I can help phone parents to let them know about schedule changes or events. _____ Yes ___ No
- 4) I am willing to help transport Scouts/equipment to events/camping. _____ Yes ___ No
- 5) Do you have a truck or van available? _____ Truck _____ Van _____ Neither
- 6) I can go on camping trips, if adult support is needed. _____ Yes ___ No
- 7) I can spend one or two evenings a month on a Board of Review (BOR). _____ Yes ___ No

BORs are very important for our Scouts. Without them they cannot advance. BORs must be done by adults on the troop committee, i.e. adults other than Assistant Scoutmasters.

- 8) Former Scouting position(s) held: _____
- 9) I can share my talents by becoming a Merit Badge counselor. _____ Yes ___ No

It is our hope that each parent will counsel at least one or two merit badges, to help our Scouts earn badges. This is one of the best ways you can share your talents, and do so on your own time! See the merit badges page.

Special Program Assistance (Please check the boxes)

Scout Skills (Do you have resources for someone who would teach, or can teach or assist in teaching ...)

- | | | |
|---|--|--|
| Y N ___ ___ I have a workshop and/or tools ___ ___ I have access to camping property ___ ___ I own or have access to fishing area(s) ___ ___ I have access to a swimming pool ___ ___ I can make contacts for trips and activities ___ ___ I can help with troop equipment, repair, etc. ___ ___ I enjoy hiking ___ ___ I have backpacking gear ___ ___ I own or have access to a canoe/sailboat(s) ___ ___ I have access to a cottage or something similar | Y N ___ ___ Star study ___ ___ Edible plants ___ ___ First Aid ___ ___ Map and compass ___ ___ Conservation ___ ___ Forestry, native plants ___ ___ Cooking, esp. outdoors _____(types) ___ ___ Knife, ax use and safety ___ ___ Rope work, Knots, Lashing ___ ___ I was a Boy Scout or Girl Scout | Y N ___ ___ Aquatics ___ ___ Camping ___ ___ Citizenship ___ ___ Leadership ___ ___ Wildlife ___ ___ Fitness |
|---|--|--|

Other skills _____

Other comments _____

Date ___ / ___ / ___

Adult Name _____

Merit Badges

(As of January 2001)

I am registered as a Troop 812 Merit Badge Counselor Yes ____ No ____

It is our hope that each adult in our troop will counsel for at least one or two merit badges. Everyone has something they can contribute. Please mark the subjects you can help teach, i.e. topics in which you have special expertise or interest to share.

- *Who will I counsel? It is your choice to counsel either for other boys in our district, or just for boys in our troop. And you may do both – just for our troop for selected badges, and all scouts for the other badges. The MB counselor application form has a checkbox to indicate you will counsel only for your troop. While we encourage you to counsel for boys outside our troop, you are not obligated to do so.*
- *Please give special consideration to badges (in **BOLD** text) which do not have enough counselors.*
- *You can view MB requirements and procedures at <http://www.meritbadge.com>*
- *The next step is to complete a BSA adult registration, and a BSA MB Counselor registration form. There is no cost to register.*

If you already are signed up for a badge, please put a Y instead of a check mark

CAPS=Eagle Required Merit Badges

- | | | |
|--|---|--|
| <input type="checkbox"/> American Business | <input type="checkbox"/> Fish and Wildlife Management | <input type="checkbox"/> Scholarship |
| <input type="checkbox"/> American Cultures | <input type="checkbox"/> Fishing | <input type="checkbox"/> Sculpture |
| <input type="checkbox"/> American Heritage | <input type="checkbox"/> Fly Fishing | <input type="checkbox"/> Shotgun Shooting |
| <input type="checkbox"/> American Labor | <input type="checkbox"/> Forestry | <input type="checkbox"/> Skating |
| <input type="checkbox"/> Animal Science | <input type="checkbox"/> Gardening | <input type="checkbox"/> Small-Boat Sailing |
| <input type="checkbox"/> Archaeology | <input type="checkbox"/> Genealogy | <input type="checkbox"/> Snow Sports |
| <input type="checkbox"/> Archery | <input type="checkbox"/> Geology | <input type="checkbox"/> Soil-Water Conservation |
| <input type="checkbox"/> Architecture | <input type="checkbox"/> Golf | <input type="checkbox"/> Space Exploration |
| <input type="checkbox"/> Art | <input type="checkbox"/> Graphic Arts | <input type="checkbox"/> Sports |
| <input type="checkbox"/> Astronomy | <input type="checkbox"/> HIKING | <input type="checkbox"/> Stamp Collecting |
| <input type="checkbox"/> Athletics | <input type="checkbox"/> Home Repairs | <input type="checkbox"/> Surveying |
| <input type="checkbox"/> Atomic Energy | <input type="checkbox"/> Horsemanship | <input type="checkbox"/> SWIMMING |
| <input type="checkbox"/> Auto Mechanics | <input type="checkbox"/> Indian Lore | <input type="checkbox"/> Textile |
| <input type="checkbox"/> Aviation | <input type="checkbox"/> Insect Study | <input type="checkbox"/> Theater |
| <input type="checkbox"/> Backpacking | <input type="checkbox"/> Journalism | <input type="checkbox"/> Traffic Safety |
| <input type="checkbox"/> Basketry | <input type="checkbox"/> Landscape Architecture | <input type="checkbox"/> Truck Transportation |
| <input type="checkbox"/> Bird Study | <input type="checkbox"/> Law | <input type="checkbox"/> Veterinary Medicine |
| <input type="checkbox"/> Bugling | <input type="checkbox"/> Leatherwork | <input type="checkbox"/> Water-skiing |
| <input type="checkbox"/> CAMPING | <input type="checkbox"/> LIFESAVING | <input type="checkbox"/> Weather |
| <input type="checkbox"/> Canoeing | <input type="checkbox"/> Mammal Study | <input type="checkbox"/> Whitewater |
| <input type="checkbox"/> Chemistry | <input type="checkbox"/> Medicine | <input type="checkbox"/> Wilderness Survival |
| <input type="checkbox"/> Cinematography | <input type="checkbox"/> Metalwork | <input type="checkbox"/> Wood Carving |
| <input type="checkbox"/> CITIZENSHIP-COMMUNITY | <input type="checkbox"/> Model Design/Building | <input type="checkbox"/> Woodwork |
| <input type="checkbox"/> CITIZENSHIP-NATION | <input type="checkbox"/> Motorboating | |
| <input type="checkbox"/> CITIZENSHIP-WORLD | <input type="checkbox"/> Music | |
| <input type="checkbox"/> Climbing | <input type="checkbox"/> Nature | |
| <input type="checkbox"/> Coin Collecting | <input type="checkbox"/> Oceanography | |
| <input type="checkbox"/> Collections | <input type="checkbox"/> Orienteering | |
| <input type="checkbox"/> COMMUNICATIONS | <input type="checkbox"/> Painting | |
| <input type="checkbox"/> Computers | <input type="checkbox"/> PERSONAL FITNESS | |
| <input type="checkbox"/> Cooking | <input type="checkbox"/> PERSONAL MANAGEMENT | |
| <input type="checkbox"/> CYCLING | <input type="checkbox"/> Pets | |
| <input type="checkbox"/> Dentistry | <input type="checkbox"/> Photography | |
| <input type="checkbox"/> Disabilities Awareness | <input type="checkbox"/> Pioneering | |
| <input type="checkbox"/> Dog Care | <input type="checkbox"/> Plant Science | |
| <input type="checkbox"/> Drafting | <input type="checkbox"/> Plumbing | |
| <input type="checkbox"/> Electricity | <input type="checkbox"/> Pottery | |
| <input type="checkbox"/> Electronics | <input type="checkbox"/> Public Health | |
| <input type="checkbox"/> EMERGENCY PREPAREDNESS | <input type="checkbox"/> Public Speaking | |
| <input type="checkbox"/> Energy | <input type="checkbox"/> Pulp and Paper | |
| <input type="checkbox"/> Engineering | <input type="checkbox"/> Radio | |
| <input type="checkbox"/> Entrepreneurship | <input type="checkbox"/> Railroading | |
| <input type="checkbox"/> ENVIRONMENTAL SCIENCE | <input type="checkbox"/> Reading | |
| <input type="checkbox"/> FAMILY LIFE | <input type="checkbox"/> Reptile-Amphibian Study | |
| <input type="checkbox"/> Farm Mechanics | <input type="checkbox"/> Rifle Shooting | |
| <input type="checkbox"/> Fingerprinting | <input type="checkbox"/> Rowing | |
| <input type="checkbox"/> Fire Safety | <input type="checkbox"/> Safety | |
| <input type="checkbox"/> FIRST AID | <input type="checkbox"/> Salesmanship | |

Exhibit D: Parent's Camping / Outdoor Activity Guide

Purpose

Parents are encouraged and welcome to attend all Troop 812 campouts or outdoor activities. This handout is meant to act as a guide on what is expected and to try and answer questions you might have.

Attendance

If you can attend a campout, please plan on staying for as much of the events as possible. We encourage parents to stay the whole time but understand if you can't. If you must leave for a period of time, please let the Scoutmaster and Senior Patrol Leader know as early as possible, noting when you will be leaving and returning. Please try to limit your coming and going as much as possible.

Planning and Participation

Parents are encouraged to participate in all campout activities. Even if you don't feel qualified in a particular area, you are welcome to participate and learn along with the boys. Let the Scoutmaster know if you have a particular area of expertise or skill and would like to help teach.

Discipline

If you see a scout participating in an improper or unsafe activity, you may stop it immediately. If you are unsure, it's better to be safe than sorry. Use your common sense and ask yourself if you would let your own son participate in the activity. Stop the activity and let the Scoutmaster or Senior Patrol Leader know what has happened. All scouts must recognize your authority as an adult whether or not you hold an official troop office.

Role & Responsibilities

- Act as a role model for the scouts at all times
- Participate & help plan scout activities
- Plan to stay for the entire Campout, continuity is important
- Stop unsafe or improper activities (you have the same authority on a campout as the adult leadership of the troop)
- Health forms are required for adults attending the campouts. Copies can be obtained from the Scoutmaster or from our Troop Website

TROOP 812

POLICIES AND BYLAWS

I. MEMBERSHIP

- A. The membership of Troop 812 shall be limited to 5 Scouts for each registered Adult Leader, excluding Junior Assistant Scoutmasters. This limit may not be exceeded without the approval of the Troop Committee.
- B. When the Troop is at its membership limit, boys wishing to join will be put on a waiting list until additional adult leaders are recruited.
- C. Membership priority will be given to family members of individuals already registered with the Troop.
- D. Each Scout and parent/guardian must read and sign the Troop 812 Policies and Bylaws upon joining Troop 812.

II. TROOP UNIFORM

- A. The official troop uniform consists of the following items:
 - 1. *BSA uniform shirt, complete with Mid America Council patch, troop numerals, patrol patch, American flag patch, World Brotherhood of Scouting patch, rank and leadership position patches and red shoulder loops.*
 - 2. BSA neckerchief or Eagle Scouts may wear a distinctive Eagle Scout neckerchief.
 - 3. The neckerchief will be worn under the shirt collar with the top button unbuttoned and with a neckerchief slide of the Scout's choice.
 - 4. BSA web belt
 - 5. A new scout is allowed 4 months after joining the troop to acquire the Troop uniform.
- B. The scout will not be able to advance to First Class rank unless he presents himself in full troop uniform for his Scoutmaster and Board of Review conference.
- C. The full uniform is to be worn at all troop functions unless otherwise specified.
- D. The merit badge sash will be worn for Boards of Review, Courts of Honor and other special events.

III. DUES AND FEES

- A. Troop fees are to be established by the Troop Committee at the September committee meeting. Fees are typically payable in October. In the event a Scout and his family are unable to pay fees at that time, special arrangements may be made with the Committee chairman.
- B. Scouts who are not current with their financial obligations will not receive rank awards or merit badges. Their participation in Troop activities may also be limited or curtailed.
- C. From the recharter fees collected, the Troop shall pay the annual recharter costs, for awards, Boy's Life subscriptions, Troop insurance and adult registration.

- D. Scouts failing to pay recharter fees will be dropped from the Troop on the first day of December. The Recharter Chairperson will contact the Scout and his parents prior to the 1st day of December.

IV. TROOP OFFICES AND ELECTIONS

A. Term of Office

Troop offices for Junior Leaders will have a term of six months. Elections will be held at least two weeks prior to the beginning of each term.

B. Junior Leader Training

Within one month of taking office, the scouts will participate in Junior Leader Training as prescribed by the BSA. Scouts who want to attend a Council sponsored JLT may receive financial assistance for training fees. The Troop Committee will determine the level of assistance based on the Troop's financial condition at the time.

C. Requirements for Office

Requirements to run for office will be determined by the PLC. Once elected, a Scout is expected to meet attendance requirements and to perform his job duties. If a Scout fails to fulfill his prescribed duties, he may be asked to resign from his leadership position.

V. MEETINGS

- A. Troop meetings will be held from 7:00 to 8:30 p.m. each Tuesday evening at the Christ Community Church, unless otherwise announced. The Tuesday following the campout of each month will be designated for the Patrol Leaders' Council (7:00) and Troop Committee Meeting (7:30), unless otherwise announced. The Troop meets twelve months of the year.
- B. Courts of Honor (COH) will be held every four months.
 - 1. The PLC will plan and carry out the COH.
 - 2. All Scouts and Parents will attend COH.
 - 3. Each scouts family is to bring 1 dozen cookies to share during the fellowship time, after the COH. The troop will provide drinks and paper goods.
- C. Troop Committee meetings will be held monthly as designated by the Chairman. All registered adults as well as any parent may attend.
- D. The Patrol Leaders Council (PLC) meetings shall usually be held the Tuesday following the campout of each month. The PLC shall plan all troop activities.
 - 1. The PLC shall consist of Senior Patrol Leader (SPL) chairman, Assistant Senior Patrol Leaders (ASPL), Patrol Leaders (PL), and other designated troop junior leaders.
 - 2. The PLC shall hold a yearly planning session to plan the Troop's next calendar year activities.
- E. Patrol leaders are expected to maintain discipline. If the Scout will not cooperate the SPL will ask the Scout to behave. If any further disciplinary action is needed they will be sent home. Parents must contact the Scoutmaster before the Scout will be admitted to any further meetings or activities.

Behavior Guidelines

A. General Policy

Scouting is based on the twelve points of the Scout Law and Scout Oath. Scouts are expected to maintain self-discipline, show respect and courtesy to other Scouts and adult leaders at all times.

1. All Scouts in Troop 812 are expected to model their behavior on the Scout Law, Scout Oath and the Outdoor Code.
2. Scouts will not be disruptive or demeaning to any one else at any time.
3. A Scout in Troop 812 will:
 - a. Be silent when the Scout sign is raised.
 - b. Refrain from name calling, profanity or negative comments toward a fellow Scout or adult.
 - c. Speak respectfully of and to all members of the Troop.
 - d. Refrain from inappropriate physical contact.
 - e. Express differing opinions in a productive manner.
 - f. Listen to and respect others opinions.
 - g. Be helpful to other Scouts and adults.
 - h. Ask for help when it is needed.
 - i. Refrain from the deliberate destruction or damage of another person's property, the property of Troop 812, or Christ Community Church.
 - j. Refrain from the use, possession and/or promotion of drugs, alcohol, tobacco products and pornography. Any use, possession and/or distribution will result in immediate disciplinary action, including expulsion.
 - k. Refrain from using lighters, matches or other fire-starting materials in an inappropriate manner or setting.
 - l. Refrain from any physical gesture or exposure of one's body in a manner that is considered vulgar, offensive or makes those present uncomfortable.

B. Disciplinary Action

1. Disciplinary action in Troop 812 will NEVER result in physical punishment or verbal assault.
2. The Scoutmaster may schedule an appointment with the parents of any Scout at any point in time to address behavior issues.
3. The SPL and PLC will be the first line of disciplinary action in Troop 812. The SPL, under the guidance of the Scoutmaster, will conduct one-on-one counseling to try to correct violations of the behavior guidelines.
4. The Scoutmaster and Assistant Scoutmasters, with two-deep leadership, may also conduct counseling with a Scout that violates the behavior guidelines, if they so choose.
5. As a general rule, disciplinary action will be done in a step-wise manner, at the discretion of the Scoutmaster, with consequences for the Scout progressing in severity with each violation. Disciplines will include:
 - a. Immediate removal from the activity, campout or Troop meeting. Parents will be called to take Scout home.
 - b. Denial of right to participate in activities or camp outs.
 - c. Denial of advancement.
 - d. If a Scout deliberately causes destruction or damage to another person's property, the property of Troop 812 or Christ Community Church will be held financially responsible for replacement of that property.

6. Scouts who continually cause disciplinary problems or violate the behavior guidelines in such a manner as to require immediate and severe consequences will be referred to the Troop Committee
 7. The Committee Chair shall convene a special meeting with the Scout and parent/guardian of the Scout also in attendance. The Committee will evaluate the behavior guideline violation(s) and use its discretion in determining what, if any, disciplinary action should be taken. The Scout will have the opportunity to give his side of the story and may be questioned further by the Committee. Disciplinary Actions resulting from a specially-convened Committee meeting will use a "Three Strikes You're Out" approach in which a Scout will be formally warned a first and second time in writing by the Committee. The third offense will result in either suspension or expulsion from Troop 812, the decision of which will be at the discretion of the Committee. This "Three Strikes" approach may be accelerated depending on the severity of the offending behavior.
 8. The Committee will draft a letter to the Scout regarding what, if any, disciplinary action will be taken to correct the behavior guideline violation. A copy of the letter will be given to the Scoutmaster.
- F. VI. ADVANCEMENT
- A. Badges of rank and merit badges will be earned as per the Boy Scout Handbook and other necessary materials.
 - B. Cloth badges of rank will be awarded as soon as possible after the rank is earned. e.g. at the next Troop meeting. Rank advancement will also be acknowledged at the next COH.
 - C. It is the Scout's responsibility to maintain and keep safe his scout handbook.

VII. CAMPING

- A. This is a camping troop. Monthly campouts will be scheduled on the Troop's annual calendar. Dates for campouts must be approved by the Troop Committee.
 1. Each patrol shall plan its own menus, shop for groceries, and bring all necessary perishable supplies for the campout, unless otherwise designated.
 2. The patrol member purchasing food must collect money from the Scoutmaster the Tuesday night prior to the weekend campout. Any leftover money and receipts shall be returned to the Scoutmaster to be applied to troop expenses.
 3. Patrol Leaders must notify the Senior Patrol Leader of the number of scouts taking part in the campout no later than the Tuesday prior to the campout so transportation may be arranged.
 4. We encourage at least one parent or other adult from each patrol to be present at all times during a campout. These adults will be recruited by the patrol no later than the Tuesday preceding the campout. If a patrol is unable to find an adult from their patrol, they may ask for assistance from another patrol. If the required number of adults has not committed to attend by Tuesday, then the campout will be canceled.
 5. No fewer than four adults will be present at all times during all campouts. In the event of an emergency, two adult may leave, but two must be left behind.
 6. Menus and duty rosters will be posted at all campouts.
 7. The PLC will be responsible for setting departure and return times and places.
 8. Tour Permits will be completed and filed at the Mid-America Council Office by the Transportation Coordinator or someone he designates no later than the Wednesday morning preceding the campout or outing.

- B. A Scout Health Record must be completed and on file with the Troop before a Scout can attend a campout. All such medical records shall be taken on all campouts.
- C. Scouts will be sent home for un-scout-like conduct. If a Scout is sent home for not living up to Scouting Ideals, the Scout will not be able to attend the next campout. A responsible adult will be required to attend the next campout the Scout attends when he becomes eligible.
- D. When females attend campouts, participation will be in accordance with District, Council and National policies.

VIII. FUND-RAISING

- A. Any fund-raising activity the Troop desires to participate in must be submitted to the Troop Committee for approval.
- B. Each fund-raiser will have a stated purpose. The Troop Committee will determine if the proceeds will be returned to the participating Scouts via an individual Scout account, or if the proceeds will be used for the Troop as a whole.
- C. If a Scout does not participate in a fund-raiser that is designated for general Troop benefit, he may be assessed a minimum contribution amount by the Troop Committee.
- D. A Fundraising Permit will be completed and filed with the Mid-America Council Office by the Troop Committee Chairman or someone he designates.

IX. DRUG AND ALCOHOL ABUSE

- A. A Scout is not living up to the Scout Law by using tobacco products:
 - 1. After the Scout's first infraction the Scout will not be able to attend any Troop activities for one month. A responsible adult will be required to attend the next Troop activity with the Scout when he becomes eligible.
 - 2. After the Scout's second infraction the Scout will be removed from the Troop.
- B. The Scout is not living up to the Scout Law by using alcohol or illegal drugs will be removed from the Troop.
- C. Adults participating in troop activities will not use tobacco products in the presence of Scouts. Adults will not use alcohol or illegal drugs at any time they are involved in troop activities.

X. TROOP COMMITTEE OFFICERS

- A. Troop Committee Members will include the Committee Chairman, Treasurer, Secretary, Chartered Organization Representative, Institutional Head, Transportation Coordinator, Scouting for Food Chairman, Popcorn Kernel / Fundraising, Scouting for Food Chairman, Advancement Chairman(s), Scout Family Chairman, Scoutmaster, Assistant Scoutmaster(s), and committee members.
- B. The Chartered Organization Head is responsible for selecting the Committee Chairman.
- C. The Committee Chairman will make sure that an annual audit is performed on the Treasurer's records.

XI. POLICIES AND BY-LAW REVIEW

The Troop Committee shall periodically appoint a Policies and Bylaws review committee, which will consist of leaders, scouts and parents to review these policies.

Date: December 12, 2005

(This page is to be signed and returned to the Committee Chairman or Scoutmaster along with the application for membership.)

**I have read the Policies and By-Laws of Troop 812,
and understand and will abide by them
(current By-Laws are posted on the web site)
<http://www.troop812.org>**

Scout

Scout parent or guardian

Date: _____

Date: _____