

Troop Policies

Boy Scout Troop 93 Committee has established the following policies to guide decisions within the troop and provide consistent direction to the boys, their parents and leaders.

Registration of Youth Members

Youth membership and adult program participation requires the payment of an annual registration fee to the troop that determined from time to time by the Executive Committee and announced to the troops. It is the philosophy of Scouting to welcome all eligible youth, regardless of race, ethnic background, or sexual orientation, who are willing to accept Scouting's values and meet any other requirements of membership. Young people of all religious backgrounds are welcome in Scouting, with some participating in units for youths of a particular religion and the greater majority participating in units open to members of various religious backgrounds. When new members join for a registration period of less than a year, the fee is prorated.

All new Youth members must complete the following:

- Youth Application - paper copy
- Payment of dues
- Scoutmaster meeting

Registration of Adult Leaders

An annual registration fee will be required of all adult leaders as determined from time to time by the Executive Committee and announced to the field, a portion of which is for a subscription to Scouting magazine for adult leaders. When new members join for a registration period of less than a year, the fee is prorated.

If a Scouter serves in more than one capacity, only one registration fee is required.

In Chester County Council, all new volunteers (aka Leaders) must take Youth Protection Training (YPT) in order to be registered. The Commonwealth of Pennsylvania requires that all volunteers working with youth provide 3 background clearances to the organizations where they volunteer. Use **the links below** for more information. The Boy Scouts of America also runs national background checks on all new registered leaders. Please note that it is the unit's responsibility to check the references that are listed on the adult application. Is it clear in your unit who has this responsibility?

All new Adult members must complete the following:

- Adult Application - paper copy
- Payment of dues
- Youth Protection training <http://ccbsa.org/youthprotection>
- PA Background Checks <http://ccbsa.org/PABackgroundChecks>

Annual Dues

Scout and Adult Annual dues are determined yearly. Neither rank advancement nor attendance at troop outings shall be considered for a scout whose dues are in arrears. Special cases of financial hardship will be considered on a case-by-case basis in confidence with the Scoutmaster and Committee Chairmen. Those scouts receiving financial assistance must participate in service projects and fundraising to the satisfaction of the Troop Scoutmaster and/or Committee Chairmen.

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Denial, Expiration, or Revocation of Registration

As a private, membership organization, the Boy Scouts of America has the right to set standards of membership and leadership. That right includes the ability to deny, expire, revoke, or otherwise limit or bar registration or affiliation with the Boy Scouts of America or any local council or any other affiliated organization. The general procedure for maintaining those standards is expressed in a publication titled Procedures for Maintaining Standards of Membership and Leadership; however, nothing contained therein limits the ability of the Boy Scouts of America to take such action as it may deem appropriate in its sole discretion.

Troop Meetings

Troop meeting shall be held on Thursday evenings from 7:30 pm - approximately 8:30 pm with the exception of one predetermined Thursday of the month being for Patrol Leaders Council (PLC) members only or those scheduled for a Board of Review (BOR). It is expected that all Troop 93 Scouts shall

- Arrive on time
- Participate in reciting of the Pledge of Allegiance, Scout Oath and the Scout Law
- Be dressed in appropriate uniform attire
- Participate in the meeting event. Be courteous and attentive to presenter(s)
- Ensure the meeting room is tidy before leaving
- Cell phones are not permitted to be used during the meeting

Attendance

Active participation- To be considered an active member of Troop 93, the scout must demonstrate by his attendance and actions that he is trying to the best of his ability to attend as many meetings, outings, camp outs and service projects as possible.

A scout that does not maintain "active participation" is considered not to demonstrate scout spirit and shall not be eligible for rank advancement including Eagle or for holding a position of responsibility

A scout who does not attend meetings or outings for a period of 6 consecutive months will be notified that he is dropped from the active roster and will not be registered with the Troop at the time of rechartering.

Summer camp - all scouts are expected to attend the seven day session of the annual summer camp. Both the Scoutmaster and Committee Chairman must approve any exceptions in writing in advance of the start of summer camp.

Uniforms

Scouts shall wear the uniform as prescribed by the PLC to all meetings and outings, unless previous notice is given. The Troop will provide the numeral '93' patch, neckerchief and scout handbook free of charge. Additional numerals or neckerchiefs are available to purchase at the current charge the troop pays for the items.

Uniform inspection will occur once a month and will include Leadership Corp.

Class "A" uniform shall consist of the official Boy Scout Shirt with proper and current insignia, official Scout pants/shorts, scout belt, Troop neckerchief and slide and brown shoes or hiking boots.

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Class "A" uniform shall be worn when travelling to and from All Troop outings in accordance with National BSA rules.

Class "B" uniform shall consist of a troop T-Shirt and official Scout pants or shorts as determined by the Leadership Corps.

When a Scout shows up with a partial or no uniform, a warning will be issued the first time. The Scout will be sent home the second time.

Outings

The planning for outings/events typically occurs a minimum of two weeks before the scheduled weekend. Required equipment should be set out and the menus reviewed with the Senior Patrol Leader (SPL)/ Scoutmaster to insure everything is ready.

An accurate count of scouts is made and provided to the Transportation Chairman no later than the sign up deadline date.

Event and outings requiring a fee should be paid by the posted deadline using Pay Pal and registration in Troop Master. Please sign up for events that you can make the commitment to attend.

Scouts will plan their menu and assign the scout who is responsible for purchasing food for the camping event. All menus will be approved by the Scoutmaster or Assistant Scoutmaster.

There shall be a minimum of three uniformed, adult leaders in attendance at all outings..

The leader in charge of a Troop outing, the Scoutmaster and the Troop Committee Chairman have the authority to waive the 3 adult minimum requirement for a Troop activity.

Communications

The Troop uses TELEPHNemail for communicating troop related information concerning meetings and outings. The Troop

Awards for Outstanding Scouts and Patrol of the Year

The Troop will implement a system for keeping score on performance.

Scout(s) of the Year and Patrol of the Year award will be based on a system of points, which weigh many achievements.

Advancement

Records- Scouts are required to keep individual advancement records in their Scout Handbook. The signed-off advancement requirements in Handbooks shall be transcribed onto official Troop records.

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Scoutmaster Conferences - should be arranged well in advance of a scheduled Board of Review and may not take place on the same evening as the BOR. It is the responsibility of the scout to ask the Scoutmaster for a conference.

Boards of Review - Scouts going before the BOR shall present themselves to the scheduled Board of Review dressed in complete Class A uniform and a signed off Scout Handbook.

At a given BOR, a Scout shall be eligible for only one rank advancement, exceptions will be made only by the Advancement Chairman and the Scoutmaster.

Merit Badges

Procedures- Before a Scout starts work on a merit badge, he has to meet with the Scoutmaster or a designated Assistant Scoutmaster to express his interest and be assigned the appropriate Merit Badge Counselor.

The Scout will then receive a 'Blue card' signed by the Scoutmaster or designated Assistant Scoutmaster. The Scout should present the 'blue card' to the Merit Badge Counselor at the first meeting.

Upon successful completion of the Merit Badge requirements, the Merit Badge Counselor will sign and return the 'blue card' to the Scout. It is the responsibility of the Scout to deliver the completed blue card to the Advancement Committee Chairman for processing.

Courts of Honor- The Advancement Committee Chairman is responsible for coordinating all Courts of Honor (COH). The Chairman can either do this him/herself, or appoints someone else to coordinate. Troop 93 holds 3 Courts of Honor a year to celebrate the Scouts achievements and rank advancements. All family members are invited to attend. The celebration is planned by the PLC and held in September, January and June. (The PLC will determine if the COH will be a dinner/dessert/ pot luck event).

Eagle Courts of Honor should be combined to include several candidates, provided the individual families of Eagle candidate's wishes are met. The Troop encourages the parents of Eagle Scout candidates to meet and arrange a mutually acceptable time, date and place for join ceremonies.

Conduct

Troop 93 is committed to providing a safe haven to all scouts in the Troop. There shall be zero tolerance for threats or hazing. Any scout whose behavior constitutes a problem shall be handled as follows:

1. The 1st offense shall require the Scout to be sent home, at the wors. This will be done with the consensus of two adult leaders. If this occurs, a Troop Committee member, adult Troop leader or both shall contact the scouts' parents.
2. A second offense shall be grounds for dismissal from the Troop, unless a waiver is granted by the Troop Committee.

Unless circumstances are exceptional, the Scoutmaster shall handle disciplinary matters after consultation with the Leadership Corps. Any recommendations of suspension should first be presented to the Troop Committee and consideration should be give to a meeting of the offending scout and his parents with The Troop Committee.

The use of alcoholic beverages, tobacco or illegal drugs, or imminent threat of violence by any Scout during any scouting activity shall be grounds for immediate dismissal from the Troop

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In the event of a Scout's involvement in an incident outside of scouting discussed in the paragraph above, the parents will be required to notify the Scoutmaster, or attend all Troop meetings and outings in which their son participates.

Reinstatement- once a scout has been dismissed, the boy shall be required to appear before the Troop Committee in Class A uniform to request reinstatement. It shall be at the discretion of the committee as to whether the boy is worthy of rejoining the Troop.

The parents shall be required to attend meetings and outings where their Scout has been cited for disruptive behavior on a recurring basis.

Adult Volunteers are needed:

Unit Committees

Each chartered unit of the Boy Scouts of America must be supervised by a unit committee, consisting of three or more qualified adults, 21 years of age or older, selected by the organization with which the unit is connected or, in the case of a unit chartered to a group of individuals, selected from those who make application for the unit charter. The unit must be operated under the guidance of the unit committee, one of whose members must be designated as chairman, in accordance with these Rules and Regulations, policies and guidelines of the Boy Scouts of America.

The Adult Role in a Scout Led Troop:

- [Troop Committee Chairman](#) -The unit [committee chair](#) is appointed by the chartered organization and registered as an [adult leader](#) of the BSA. The unit committee chairman appoints and supervises the unit committee and unit leaders.
- [Troop Secretary](#) -The [unit secretary](#) is appointed by the committee chairman to keep minutes and records, send notices, and handle publicity.
- [Troop Treasurer](#) - The [unit treasurer](#) is appointed by the committee chairman to handle unit funds, pay bills, maintain accounts, coordinate the annual Friends of Scouting (FOS) campaign, and supervise fundraising.
- [Troop Advancement Chair](#) -The [unit advancement chair](#) is appointed by the committee chairman to ensure that the unit has at least monthly [boards of review](#), quarterly [courts of honor](#), and that the unit has goals of helping each Scout advance a rank each year and for new Scouts to reach [First Class rank during their first year](#). The advancement coordinator is also responsible for record keeping and submitting advancement reports.
- [Troop Equipment Coordinator](#) - The [unit equipment coordinator](#) is appointed by the committee chairman to work with the youth [Quartermaster](#) and is responsible inventory, storage, and maintenance of unit equipment.
- [Troop Outdoor/Activities Chair](#) - The [unit outdoor/activities chair](#) is appointed by the committee chairman to secure tour permits and permission to use camping site, serve as transportation coordinator, ensure a monthly outdoor program.
- [Troop Membership Chair](#) - The [unit membership chair](#) is appointed by the committee chairman to help ensure a smooth transition of new Scouts into the unit and orientation for new parents.

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- [Troop Training Chair](#) - The [unit training chair](#) is appointed by the committee chairman to ensure training opportunities are available, maintain training records and materials, and is responsible for BSA [Youth Protection training](#).
- Troop Public Relations Chair - The unit public relations chair is appointed by the committee chairman to inform parents of their responsibilities in Scouting and with the chartered organization. Provides news and announcements about the unit to newspapers, bulletins of sponsors, web sites, etc. Promotes and stimulates service projects, [Scouting Anniversary Week](#), [Scout Sunday or Scout Sabbath](#), and family participation in unit events. Promotes new membership and lets people in the neighborhood know that Scouting is available.
- Troop Scouting for Food Chair - The unit Scouting for Food chair is appointed by the committee chairman to coordinate an annual food drive for the unit and reports the result to the district.
- [Troop Fundraising Chair](#) - The [Unit Fundraising Chair](#), also called the "Popcorn Kernel" in some [councils](#), is appointed by the committee chairman to supervise [Fundraising](#) and ensure that every youth member has the opportunity to participate in [Popcorn](#) sales or other council [Fundraising](#) events.
- [ScoutParent Unit Coordinator](#) - The ScoutParents Unit Coordinator is an appointed member of the unit committee or can be an assistant unit leader. Their job is to welcome parents, keep them informed, and encourage them to help with at least one specific task or project each year. Larger units might choose to have more than one ScoutParents unit coordinator. The ScoutParents unit coordinator position became official June 1, 2008 and the position code is "PS." The ScoutParents unit coordinator must be at least 21 years old, complete an [adult application](#), and pay the same registration fee as other adult leaders. Find Fast Start Training for unit coordinators online. Newly printed youth applications also mention the ScoutParents program. A checkbox in the parent section lets parents commit to being active ScoutParents. By entering an e-mail address, they can receive information from council, district, and unit leaders about ways to get involved. [ScoutParents.org](#) web site.

Direct youth contact leaders

- [Troop Chaplain](#) - The [unit chaplain](#) is appointed by the committee chairman to provide spiritual tone, guide the [chaplain aide](#), give spiritual counseling, and promote the regular religious participation of each member.
- [Scoutmaster](#)- The [Scoutmaster](#) is the adult responsible for working directly with the Scouts to help them create the program for the troop. The Scoutmaster trains boy leaders to run the troop by providing direction, coaching, and support.
- [Assistant Scoutmaster](#)(s) - An [Assistant Scoutmaster](#) is one of the [adult leaders](#) age 18 or over who assist the Scoutmaster in delivering the troop program.
 - The Scoutmaster and Assistant Scoutmasters are NOT formal members of the committee. The Scoutmaster and Assistant Scoutmasters are advisers to the committee. They may attend committee meetings to communicate scout plans and to coordinate the needs of the Scouts. This factor is important to remember during Boards of Review because the Boards of Review also serve as quality checks of the Scouting program as delivered by the Scoutmaster and the Assistant Scoutmasters.
- Adults are Resources
 - Drivers
 - Camping, event and service participants
 - 2 deep leadership during activities and camp outs (youth protection needed)
 - Be a resource, coordinator, assistant; don't be a doer when the Scouts can do it themselves

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- Adult Training available:
 - Adults should complete all the training they can
 - Basic Scoutmaster course
 - Committee Challenge
 - Woodbadge
 - Safety courses (Safety Afloat, etc.)