

BSA Troop 210 Policy Manual

The purpose of this manual is to explain the organization and functioning of BSA Troop 210, which is a participating member of the Chief Kiondashawa, French Creek Council, and Boy Scouts of America. It is written for the parents, the scouts, and our adult volunteers. Our objective is to set forth guidelines and procedures of the troop, so the new Scout and his family can quickly become involved. It also serves as a reference for established members. The format provides information on how the troop is sponsored, organized internally, supported by a committee of parents and other interested adults, and the responsibilities of the parents in general. If you have questions or comments, please notify the Scoutmaster and/or Assistant Scoutmasters or a member of the Troop Committee.

May you all enjoy Scouting... the Adventures, the Challenges, the Problems, the Scout Spirit, the Scout Skills, the Scout Family, all the good and the bad, but most importantly the Memories... Memories of a Lifetime!!!

“Uncle Mike”
C. Michael Miller
Assistant Scoutmaster
BSA Troop 210
Chief Kiondashawa District
French Creek Council #532

French Creek Council #532
Chief Kiondashawa District

Valley United Methodist Church
Boy Scout Troop



Policy Manual
(a.k.a. Troop Rules and Regulations)

Compiled by:

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Assistant Scoutmaster of BSA Troop 210

AIMS

The Boy Scout program works toward three aims. One is growth in *moral strength* and *character*. We may define this as what the boy is himself: his personal qualities, his values, and his outlook.

A second aim is *participating citizenship*. Used broadly, citizenship means the boy's relationship to others. He comes to learn of his obligations to other people, to the society he lives in, to the government that presides over the society.

A third aim of the Boy Scout program is *development of physical, mental, and emotional fitness*. Fitness includes the body (well-tuned and healthy), the mind (able to think and solve problems), and the emotions (self-control, courage, and self-respect.)

The methods are designed to accomplish these aims. It is important that you know and use the methods of the Boy Scout Program. Other methods are good, but they may bring different results – results quite different than what we are seeking.



METHODS

Ideals

The ideals of Scouting are spelled out in the Scout Oath, Law, motto, and slogan. The scout measures himself against these ideals and continually tries to improve. The goals are high, and as he reaches for them he has some control over what he becomes.

Patrols

The patrol method gives scouts an experience in group living and participating citizenship. It places a certain amount of responsibility on young shoulders and teaches boys how to accept it and the success and mistakes. The patrol method allows scouts to act in small groups where they can easily relate to each other. These small groups determine troop activities through their elected representatives similar to how our society works today.

Outdoors

The Boy Scout program is designed to take place outdoors. It is in the outdoors that scouts share responsibilities and learn how to live with each other. It is here that the skills and activities practiced at troop meetings come alive with purpose. Being close to nature helps scouts gain an appreciation for God's handiwork and mankind's place in it. The outdoors is the laboratory for scouts to learn ecology and practice conservation of nature's resources.

Advancement

Scouting provides a series of surmountable obstacles and steps to overcome them through the advancement method. The scout plans his advancement and progresses at his own pace as he overcomes each challenge. The scout is rewarded for each achievement, which helps him gain self-confidence. The steps in the advancement system help a scout grow in self-reliance and the ability to help others.

Adult Association

Scouts learn from the example of their adult leaders. In his quest for manhood, every scout needs contact with adults he can copy. The Scoutmaster and/or Assistant Scoutmasters provide an image of the vitality and virility of the Boy Scout program. Providing good example role models is one of the methods of Scouting.

Personal Growth

As scouts plan their activity and progress toward their goals, they experience personal growth. The good turn concept is a major part of the personal growth method of Scouting. Scouts grow as they participate in community service projects and do good turns for others. There probably is no device so successful in developing a basis for personal growth as the daily good turn.

Leadership Development

The Boy Scout program encourages scouts to learn and practice leadership skills. Every scout has the opportunity to participate in both shared and total leadership situations. Understanding the concepts of leadership helps a scout accept the leadership role of others and guides him toward the citizenship aim of Scouting.

Uniform

The uniform makes the scout troop visible as a force for good and creates a positive youth image in the community. The Boy Scout program is an action program, and wearing the uniform is an action that shows each scout's commitment to the aims and purposes of Scouting. The uniform gives the scout identity in a world brotherhood of youth who believe in the same ideals. The uniform is practical attire for scout activities, and provides a way for scouts to wear the badges that show what they have accomplished.



Some of our scouts join our troop after having been Cub Scouts for as many as five years. It is important to note that Boy Scouts is not a continuation of the Cub Scout program, but a program with a major shift in emphasis. Specifically, Cub Scouts is a **parent-led** program, and Boy Scouts is a **boy-led** program. The following table breaks down some of the specific differences:

Topic:	Cub Scouts	Boy Scouts
Meetings:	At least two monthly den meetings and one monthly pack meeting	Weekly troop meetings, at least one monthly activity, campout, or outing
Meetings Planned By:	Adult leaders (<i>Den Leader, Cubmaster, etc...</i>)	Patrol Leaders' Council (<i>Senior Patrol Leader, Assistant Senior Patrol Leaders, Troop Guide, Patrol Leaders</i>)
Meeting Conducted By:	Cubmaster (<i>Pack meetings</i>) Den Leader (<i>Den meetings</i>)	Senior Patrol Leader (<i>Troop meetings</i>) Patrol Leader (<i>Patrol meetings</i>)
Organization:	Boys broken up into dens based on grade.	New scouts are oriented as a group. After a few weeks, new scouts are integrated into the current patrols.
Scouts Led By:	Den Leader (<i>adult</i>)	Senior Patrol Leader/Patrol Leader (<i>youth</i>)
Campouts/Outings:	Planned and coordinated by adults. Adult partner required with each boy. Meals planned and prepared by adults.	Activities chosen by Patrol Leaders' Council (<i>youth</i>), logistics handled by Scoutmasters (<i>adults</i>). At least two adults required for each event. Meals planned and prepared (<i>including purchasing food</i>) by each patrol.

In Cub Scouts, the Cubmaster is like the “Master of Ceremonies” and is the focal point for pack meetings. In Boy Scouts, the Scoutmaster is an “advisor” or “coach” who works with the youth leaders to help them plan and run the program. This is an important distinction to understand, since the boy-led troop meeting sometimes looks unplanned and/or chaotic, but is really the result of the boys trying some new things, learning, and making mistakes.

Understanding and making sense of Boy Scouting begins with knowing and understanding the aims and methods the program as mentioned earlier in this manual.

As a compass keeps a hiker going in the right direction, Scouting's values put young people on the right path. For almost 100 years, Scouting has provided an "internal compass" guiding millions of young people throughout their lives.

For every 100 boys who join a Boy Scout troop:

Twelve will have their first contact with a church or synagogue

Five will earn their religious emblem

Three will enter the clergy or a religious vocation

Eighteen will develop hobbies that will last through their adult life

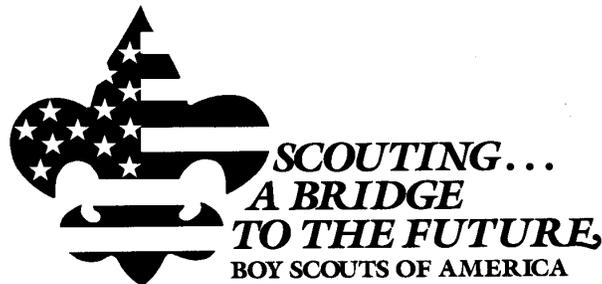
Eight will enter a career that was learned through the merit badge system

One will use his scout skills to save the life of another

Two will use their scout skills to save their own life

Twenty-one will become adult Scouting volunteers

Three will become Eagle Scouts



All who have meditated on the art of governing mankind are convinced that the fate of empires depends on the education of youth.

--Aristotle

The scouts in the troop will be working towards their First Class and then Star, Life, and Eagle ranks. As they travel on their trail to Eagle they will not only learn how to lead a team to a goal, but they will actually lead teams of scouts in a number of situations. Many Eagle Scouts put their accomplishments on their resume and find they are often considered in obtaining acceptance into college or the work force above those that do not have this distinction.

Boy Scouting also provides for growth of moral strength and character, teaches citizenship, and enhances the development of physical, mental, and emotional fitness. This is all done in the spirit of fun and adventure.

Please take a few minutes to read the introduction section of your son's Boy Scout handbook.

Preface:

Welcome to BSA Troop 210! We hope your stay in our troop will be an enjoyable one. We look forward to helping you and your scout along the scouting trail. We also look forward to having your entire family actively participate in troop activities.

BSA Troop 210 is a participating active member of the Chief Kiondashawa District of the French Creek Council, Boy Scouts of America. The troop's organization consists of a Sponsoring or Charter Organization, a good working Troop Committee, a group of skilled Scoutmasters, and caring/supporting troop parents.

Sponsoring (Charter) Organization

Every scout troop belongs to an organization. The sponsoring organization for BSA Troop 210 is the Valley United Methodist Church. The sponsoring organization shares our objectives for the boys and ensures that there is adequate, trained leadership. A charter organization representative works with our Troop Committee and acts a liaison between the Valley United Methodist Church and our unit.

Troop Committee

The Troop Committee is made up of adult volunteers who function as an administration and support organization for the troop. The Troop Committee takes care of the non-program issues surrounding the troop. For example some typical items the Troop Committee can handle are: troop funds, fundraising activities, membership drives and pack coordination, activity permits and coordination, advancement records, procurement and maintenance of troop equipment, and the final decision on things such as discipline matters.

The Troop Committee typically meets monthly the Tuesday following the Patrol Leader's Council meeting (*see Patrol Leaders' Council meetings*) during the same time as the regular troop meeting. Times may be changed due to conflicting schedules. The troop committee meetings are open and attendance is encouraged by all parents and other interested adults.

Current BSA Troop 210 Committee

Ms. Val Sisson
Rev. Robert Klingler
Mrs. Vicki Bocan
Ms. Stacia Birtikidis
Mrs. Connie Lasch
Mrs. Jody Lasko
Mrs. Ann Flavin
Mr. Dennis Baer
Mrs. Cindy Carlson
Mr. Terry Carlson
Mrs. Jessica Davis
Mr. Alexander Flavin
Mr. Daniel Flavin
Mr. Daniel Carlson

Committee Chair
Charter Executive Officer/Charter Org Representative
Committee Member
Unit College Scouter Reserve
Unit College Scouter Reserve
Unit College Scouter Reserve

Scoutmasters

The Scoutmaster and Assistant Scoutmasters are the adult volunteers that actually go out and participate with the scouts in their adventures, outings, and trips. They help the patrol leaders follow through with their program. The Scoutmasters function as the mentors to help the youth leaders accomplish their program. They help teach the various scouting skills to the entire troop. They work with the Troop Committee to make sure the youth leaders' requests can be accomplished.

Current BSA Troop 210 Scoutmasters

Mr. Eugene Bocan Jr.	Scoutmaster
Mr. Mike Miller	Assistant Scoutmaster
Mr. Scott Morgan	Assistant Scoutmaster
Mr. August Schumacher III	Assistant Scoutmaster
Mr. Matt Morgan	Assistant Scoutmaster
Mr. James Flavin	Assistant Scoutmaster
Mr. Don Wheaton Jr.	Assistant Scoutmaster
Mr. Zeb Braden	Assistant Scoutmaster
Mr. Mike Davis	Assistant Scoutmaster

Troop Mission Statement:

It is the mission of the Boy Scouts of America to serve others by helping to instill values in young people and, in other ways, to prepare them to make ethical choices over their lifetime in achieving their full potential. The values we strive to instill are based on those found in the Scout Oath and Law:

On my honor, I will do my best
 To do my duty to God and my country
 and to obey the Scout Law;
 To help other people at all times;
 To keep myself physically strong,
 mentally awake, and morally straight.

A Scout is:
 Trustworthy Obedient
 Loyal Cheerful
 Helpful Thrifty
 Friendly Brave
 Courteous Clean
 Kind Reverent

Purpose:

The purpose of this manual is to inform the parents and scouts of BSA Troop 210 the rules, regulations, and general information about the troop and the way that the troop operates.

Troop Policy Manual Revision Procedure:

This troop policy manual can be changed by a majority vote of a quorum of Troop Committee members.

General Information:

A. Official Boy Scout Uniform

The scout uniform helps to achieve some of the methods of Scouting. The uniform by itself cannot make a good scout or a good troop, but its use has been proven to improve both the scout and the troop because it is a visible symbol of scouting and unity. Each scout is required to have a uniform. Details on uniforms are listed below.

The "**Class A**" or "**Field**" uniform, the official Boy Scout Uniform (*as seen on right*) is required to be worn at all regular troop meetings, Court of Honor ceremonies, Boards of Review, and during any other troop activities as required by the Scoutmaster and/or the Assistant Scoutmasters, such as during community service projects.



The official field uniform is outlined in the *Boy Scout Handbook*, and includes an official uniform BSA shirt, official BSA pants or shorts, official BSA socks, official BSA belt, green shoulder loops, a U.S. flag shoulder patch, a French Creek Council shoulder patch, and the numerals "210." A neckerchief or bolo tie is strongly recommended. A scout must be neatly groomed.

The troop requires a full uniform as described above. Due to the high price cost of some of these items the troop will accept near close similar items for some of the uniform (*i.e. similar green pants instead of the official BSA pants*). Keep in mind that if the scout ever attends high-end events (*i.e. National Boy Scout Jamboree*) all official items may be required for those events. The scouts will grow as they progress through the Boy Scout program so keep this in mind when purchasing a uniform.

Each scout is encouraged to acquire his full uniform and *Boy Scout Handbook* within two weeks of joining the troop. Our French Creek Council shop located in Erie, Pennsylvania can be used to purchase any items not done through the troop. The National BSA usually produces an annual catalog that issued to all active scouts every January. In this catalog uniform items can be purchased through it or its website: <http://www.scoutstuff.org/>

If he is unable to acquire these, the troop will acquire and provide the uniform and book, and the expenses will be charged against his account. The Scout and his parent will sign a contract and payment plan.

The troop encourages and supports recycling of uniforms. Any scout who turns in a used uniform may receive a partial credit on his account. Upon availability, used uniforms can be purchased. When you recycle your shirt, please leave the flag, council shoulder patch, and Troop 210 numerals on. The troop can "trade" you for new ones if supplies are available.

Patrol patches, rank patches, and troop position patches will be awarded to the scout by the troop when appropriate. If you have questions on patch placement, feel free to contact any adult leader in the troop. Please ask for help if you need assistance to sew your patches on in a timely fashion. (*See also Boards of Review*)

The **“Class B” or “Activity”** uniform is worn on normal outdoor activities or when activities may cause damage to the field uniform such as summer troop meetings. The official activity uniform is outlined in the *Boy Scout Handbook*, and includes a scout t-shirt (*preferably troop 210 t-shirt*), official BSA pants or shorts, official BSA socks, official BSA belt. A Scout must be neatly groomed.

Keep in mind that one of methods in Boy Scouts is experiencing the outdoors. Depending on the outdoor activity (*such as campouts*), it will be at the discretion of the Scoutmasters what the proper attire is for any outdoor event. Any apparel that displays any message, written or visual, that is not consistent with the core values of the Scout Oath and Law, is prohibited at any time.

The troop understands that sometimes scouts are involved with other activities on the same day as troop events. The uniform is an essential item and should be worn at all troop meetings. It is understandable that if a scout shows up without a uniform once or twice. Repeated abuse of not wearing the appropriate uniform could have the scout being asked to leave the meeting.

B. Dues

How much does Boy Scouting cost? As little as possible, but nothing worthwhile is free. **Scouts are responsible for dues of \$120.00 per year.** (*\$10.00 per month*). This cost is due to the price of all the items needed to successfully run a Boy Scout troop. If you do the math this is approximately \$2.50 per meeting in a typical four week month.

The Troop Committee Treasurer will attempt to collect due money from each scout's personal account from his earnings through fundraisers. If the scout has sufficient funds in his account the amount will automatically be removed from his account. If the scout does not have money in his account it will be the responsibility of the scout to make sure dues are paid by the corresponding deadlines. Scouts are responsible for dues of \$120.00 per chartering year. Dues may be paid monthly or annually and to be updated annually with contact information (*see Contact Information*). **Dues must be paid before a scout attends a monthly activity or campout.**

All dues must be paid up by troop re-chartering time (*end of January*) or the scout's name will be dropped from the troop roster. All money in the scout's individual troop account will remain with Troop 210. If a scout desires to leave the troop during the year, the Troop Committee must be notified in writing for dues to stop accumulating. If the scout wishes to rejoin the troop, he must re-apply to the troop, pay the \$24.00 National Registration fee, and is responsible for all back dues.

Any scout registering for the first time or a scout re-registering after a lapse in membership will have to pay for his first year subscription to *Boys' Life* magazine if he chooses to receive it. Every year after the first year your subscription will be renewed yearly by the troop.

C. Fundraising

The scouts, through various fundraising activities, have the opportunity to raise additional funds. Most fundraisers are designed to benefit the individual scout however there are a few to help the entire troop. The Troop Committee Fundraiser Chair often requires a chairperson or assistance in any fundraisers. (*See also Parental Involvement*) Fundraisers will follow the guidelines of the Boy Scouts of America and required forms will be completed and sent to the French Creek Council before work on any project begins.

▪ Individual Fundraisers

The troop will support a minimum of six fundraising projects for the individual scout. For these fundraisers, a percentage or portion of the sales a scout makes will be attributed to his personal troop account maintained by the Troop Committee Treasurer. The percentage or portion to be attributed will be determined by the fundraiser chairperson and announced prior to the beginning of the fundraiser.

The purpose of individual fundraisers is to help with:

- Summer Camp or other outings
- Troop T-shirt, Official BSA uniform, or similar items
- Troop Committee approved camping equipment (*\$5.00 Minimum*)
- Dues (*this takes priority, if not already paid up*)
- Committee approved activities or expenditures

▪ Troop (Unit) Fundraisers

The troop will support at least three major fundraising projects to support the entire unit. The Troop Committee Treasurer will maintain an account for the entire unit and will be used for major expenditures. All members of the troop will be responsible for completing four hours of service work in the course of a year with unit fundraiser projects. The minimum four hours of service work at a troop fundraiser can be distributed between the various fundraisers provided throughout the year or can be obtained during a single fundraiser. The nature of the fundraiser will determine how many hours can be obtained.

The Troop Committee Treasurer will maintain a list of volunteers and their hours to make sure their four hours are met. Any troop member who does not successfully complete their four hours by the end of the calendar year, will be assessed an additional \$25.00 to their first quarter dues. (*See also Dues*)

The purpose of unit fundraisers is to help with:

- Cost of National BSA Registration and Other Registration Fees
- Purchase of awards (*Ranks, Merit Badges, etc*) for Advancement
- Upkeep of Troop Gear (*Stoves, Tents, Cooking Equipment, etc*)
- Cost of Outings (*See Cost*)
- Committee approved activities or expenditures

Details on yearly individual and troop fundraisers will be available at future troop meetings or at most troop committee meetings. All fundraisers are designed to help offset any costs to make Scouting more affordable to all. Parent involvement with any fundraiser is strongly encouraged. The troop will also participate in French Creek Council fundraisers such as the FoS (*Friends of Scouting*) and the popcorn campaign.

D. Parental Involvement

While the Boy Scout program requires less parental participation than Cub Scout program and stresses the responsibility of each scout, parental involvement is critical to the success of the troop. Parents are encouraged to actively participate in the Troop Committee (*See also Troop Committee*) or serve as a Scoutmaster (*See also Scoutmasters*), by either providing transportation or staying overnight on trips, or serve as Merit Badge Counselors (*See also Merit Badges; Advancement Requirements*). At many times during the year, parents may be asked to chair various activities, particularly fundraisers (*See also Fundraising*) or helping with transportation to troop activities and outings. Parents are strongly encouraged to attend Court of Honor ceremonies and be involved with their son's advancement.



E. Parents of Scouts

The role of the parents within BSA Troop 210 is to be supportive of the troop's efforts and to provide the atmosphere scouts need to learn and excel. Parents should try to:

- ❑ Read their son's scout handbook and understand the purpose and methods of scouting. Parents should also attend troop meetings and become an active adult volunteer or merit badge counselor if their time permits.
- ❑ Actively follow their scout's progress (or lack thereof) and offer encouragement and a push when needed.
- ❑ Show support to the scout and the entire troop by attending all troop Court of Honor events or family get together events.
- ❑ Assist if available with any troop functions such as helping with troop fundraisers or helping with transportation. Remember BSA Troop 210 is a big family and we are all part of the family!
- ❑ Be aware of the troop program and annual calendar.

F. Parental Concerns

Any problems, comments, etc. that a parent may have should first be addressed to the Scoutmaster and/or the Assistant Scoutmasters. If satisfactory results are not obtained, the parent may address the issue with the Troop Committee. The Scoutmaster and/or Assistant Scoutmasters are permitted to advise the Troop Committee towards their decision but the decision rests with the committee and is final.

G. Court of Honor

BSA Troop 210 will conduct a Court of Honor at least four times a year (*typically February, May, August, and November*). Additional times will be created if required. The Court of Honor recognizes all scout appointments, elections, awards, advancements, and merit badges since the last Court of Honor. Adults involved with the troop and entire troop recognitions may also be recognized during the Court of Honor. New scouts will also be initiated into the troop during a Court of Honor.

The Court of Honor is a public ceremony and is a chance for the scouts to be publicly recognized for their achievements. It is the responsibility of the troop Patrol Leaders' Council (*See also Patrol Leaders' Council*) to plan the Court of Honor agenda based on information received by the Troop Committee. **Proper uniform and scout spirit are required for all Court of Honor events.** Parents and all other individuals are strongly encouraged to attend.

H. Eagle Scout Ceremonies

When a scout has achieved the rank of Eagle, the highest rank in the Boy Scout program, a special ceremony will be held to award him his rank and to celebrate his great achievement. Eagle ceremonies are scheduled whenever necessary and are separate from any Court of Honor.

I. Adult Training

Adult leaders are strongly encouraged to attend District, Council, and/or online training as soon as possible. All registered adult leaders (*Committee Members and Scoutmasters*) are required to participate in Youth Protection Training (*Note: This does include merit badge counselors.*) and have necessary PA clearances. The Scoutmaster or an Assistant Scoutmaster must be trained at the next possible training session. Having a good quality troop begins by having adult leaders who fully know and understand the program.

J. Medical Basics

All medical conditions, new or changed, should be disclosed immediately to the Scoutmaster and/or Assistant Scoutmasters. All medications that may be required for described medical condition or allergies should also be disclosed. All information will be kept confidential but it is essential that the adult leaders who take scouts on trips are aware of any medical problems. A copy of the scout's physical (*See also Physicals*) will be on file on all troop outings. **Emergency contact information should also be filed with the troop before any scout attends any troop meeting or outing.**

K. Physicals

All scouts and Scoutmasters or Troop Committee members participating in scout events are required to have a medical physical form signed by a physician on file with the troop. A medical physical is good for one year. The actual medical physical form to be used is the National BSA form and will be kept on file and taken on scout trips.

L. Contact Information

Similar to physicals all members registered with the troop must keep contact information up-to-date with the Troop Committee. The troop maintains an electronic database of all contact information, advancement records, and all other information for the scout. Annually the scout and/or parent(s) or guardian(s) will be asked to verify the information is still correct and accurate.

M. Donation Requests

All donations requests made on behalf of BSA Troop 210 must have approval by the Troop Committee.

Troop Organization and Leadership Positions:

A. Patrol Method

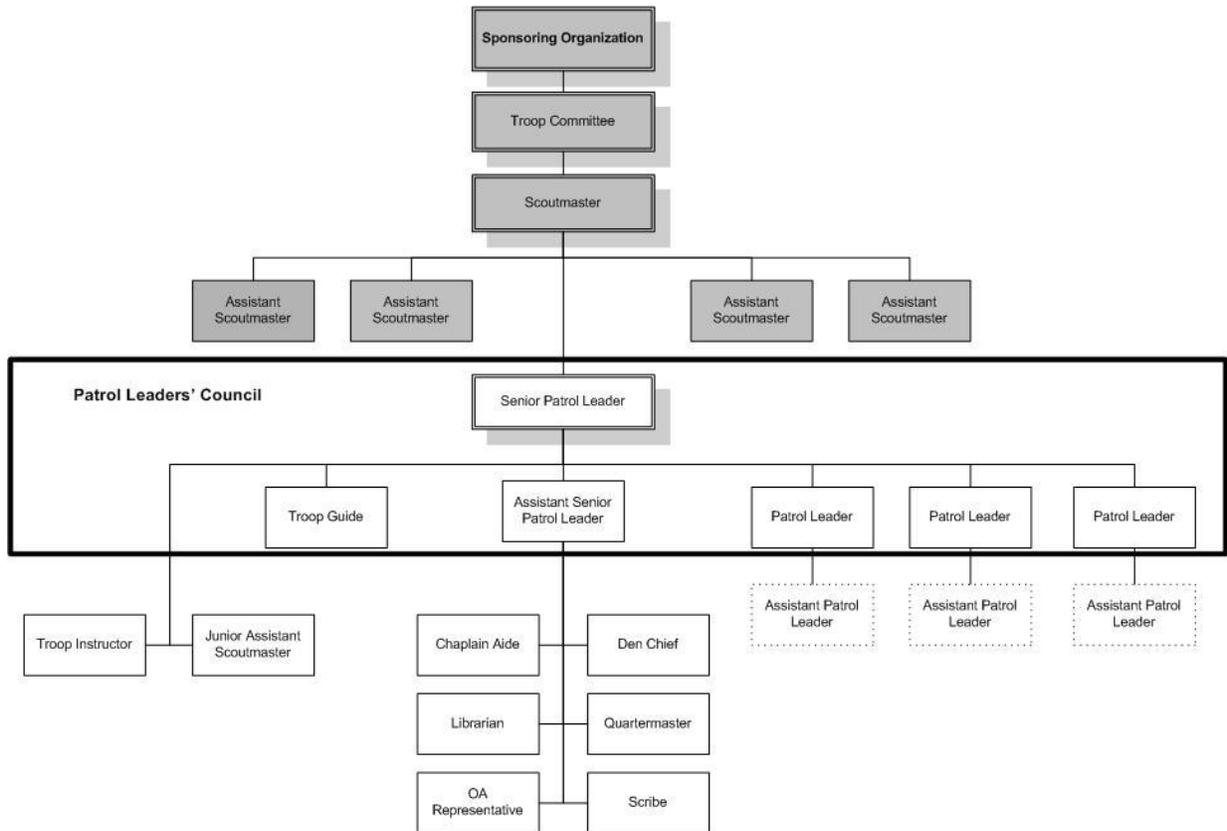
The Scouting principles of leadership as instituted in the Junior Leader Training handbook are explained in the following principles: Each scout when joining becomes a member of an up to eight-member group called a patrol. This patrol then elects a Patrol Leader (*and an Assistant if necessary*) to represent their patrol at a Patrol Leaders' Council meeting (*See also Patrol Leaders' Council*). This group of eight will also create a Patrol Name, Patrol Yell, Patrol Flag, and other patrol necessities.

Above these patrols reside another group of scouts who represent and coordinate activities for the troop. Positions such as: Senior Patrol Leader, Assistant Senior Patrol Leader, Troop Guide, Junior Assistant Scoutmaster, and Troop Instructor. These scouts coordinate with the Patrol Leaders at the PLC Meetings and with the Scoutmasters to provide an ideal opportunity for scouts to have activities and events that will both meet their needs and have fun doing it.

The Scoutmasters who receive their facts about the troop from their Senior Patrol Leader and Patrol Leaders' Council present any additional information to the Troop Committee. The basis of this is to allow the Scouts to plan the events they would like to do under the discretion of the Scoutmaster or the Assistant Scoutmasters.

B. Leadership Structure Chart

The following chart indicates the order of leadership and order of Boy Scout offices. (*See also Patrol Method*)



C. Scout Junior Leadership Positions

The duties and responsibilities of scouts in any leadership position are detailed in the *Junior Leadership Training Handbook*, available in the troop library. It can also be found in the troop *Patrol Leaders' Council Manual of Operations* also available in the troop library.

D. Troop Elections

Each scout has his own opinion of how the troop is to be run. He expresses his views with his fellow patrol members and patrol leader who will then take the views to the PLC meeting to allow it to be suggested and decided upon. At least once a year usually in November or December all scouts get to choose new leadership (*if necessary*) to run the troop both as new patrol leaders and members of the patrol leaders' council. This is also important to have new troop leadership positions for rank advancements. Rank advancements require a minimum of six months in office for all scout positions so this is why the troop conducts elections once (*sometimes twice*) a year.

Prior to the planned troop election night the Scoutmasters and Troop Committee will evaluate leadership qualifications of all troop members that are First Class rank or higher. If there are any issues with the scout they will be addressed prior to the election night and a list of eligible scouts will be presented to the Senior Patrol Leader for election night.

During the election night there is no campaigning or slandering against any scout for any corresponding position. The following procedure for leadership elections takes place:

- ❑ The Scoutmaster and/or Assistant Scoutmasters explain briefly the position and what the position will entail. They will then proceed to list the adults' nomination for the position. The candidate has the opportunity to accept or decline the nomination.
- ❑ The active attending Patrol Leaders' Council will then present their nomination for the position. The candidate, if different, once again will have the opportunity to accept or decline the position.
- ❑ The floor is open for discussion and one candidate can be selected from the floor for a nomination. This must be accepted by the candidate and must have a majority rule on all scouts attending the meeting. If a candidate cannot be successfully established from the floor, then the nomination is void and the troop will select from two candidates.
- ❑ The voting then takes place. The Scoutmaster and/or Assistant Scoutmasters tally the votes; a scout must receive the majority vote in order to be selected for the position. Only the three scouts (the Adult nomination, PLC nomination, and floor nomination can be voted for) In the case of a tie, the scouts that are in a tie will be the only ones on the ballot and a re-vote will be conducted. If a tie occurs a third time it is up to the discretion of the adult leaders to select the candidate.
- ❑ The candidate is elected in a position and the next office is explained and the procedure repeats itself until all positions have been filled.

The Scoutmasters and the Troop Committee will then re-evaluate leadership qualifications of all nominated candidates and for the positions they are in. The Scoutmasters and/or Troop Committee have the right to adjust the positions if they believe it is not in the best interest for a scout to be in a certain position (*For example, an untrained, brand new First Class scout being Senior Patrol Leader when a qualified almost Eagle Scout obtains no voted positions.*)

Once appointed, the new youth leadership must attend some form of youth leadership training, whether provided by the troop (*See also Troop Junior Leader Training*) or through the District or Council.

A one-month probation period will be in effect to see if the individual is able to fulfill the required duties. At that time if the individual is found to be unsuccessful or unable to carry out the duties and responsibilities of the office, he shall be counseled by the Scoutmaster and/or Assistant Scoutmasters and given an additional month probation. After that he will be removed from office if necessary. The Troop Committee will hear any appeals. The decision of the committee is final.

E. Troop Junior Leader Training

Held as a complete day-long course or weekend course, troop Junior Leader training is an opportunity for all scouts that are First Class rank or higher to learn and review good leadership skills essential to running a Boy Scout troop. Troop Junior Leader training conducted by the Scoutmaster and/or Assistant Scoutmasters help instill positive good leadership values that can be utilized in the troop throughout the year.

The training topics vary from year-to-year, as the troop boy leaders may need improvement in different skills. The Scoutmasters will determine the program for the training and present it to the Troop Committee for approval. Additional details will be presented in the troop meetings in advance to make sure the scout is prepared to attend. Taking additional courses provided by the District or Council (*such as NYLT*) can further enhance troop junior leader training.

F. Order of the Arrow Elections

Being in the Order of the Arrow is similar to a National Honor Society of scouts. To earn membership into the OA you must be elected by the troop. Scouts and Scoutmasters or Committee Members who on a regular basis demonstrate living the Scout Oath and Scout Law in their lives and have met certain camping requirements can become members of the Order of the Arrow. In the spring members from Langundowi Lodge #46 (*our local Order of the Arrow lodge*) will attend a troop meeting and conduct elections.

Once elected as a candidate, the candidates will be given an induction test to see if they are deserving of this honor. This National Honor Society requires separate attendance and dues but it is an honor bestowed on a scout by his fellow scouts.

Troop Meetings:

A. Regular Troop Meetings - Time and Place

BSA Troop 210 holds most of its regular meetings from 7:00PM to 8:30PM Tuesday evenings at the Valley United Methodist Church in Conneautville Pennsylvania. During summer months the meetings are usually held outside for activities. Due to conflicting schedules or inclement weather, this may be changed temporarily from time to time. Scouts are expected to stay the entire meeting unless the scout's parent or guardian otherwise advises the Scoutmaster or one of the Assistant Scoutmasters that is attending that particular meeting.

B. Regular Troop Meeting Attendance

While the troop recognizes that scouts participate in activities outside scouting like sports, band, homework, etc. that at times conflict with the regular troop meetings, every attempt should be made to attend all troop meetings. Important information is regularly taught or given out at each meeting and missing too many meetings will likely set back a scout's advancement.

Attendance is particularly important if you hold a position of Junior Leadership. For the troop to keep growing, you must be there. The phrase "serve actively" in the advancement requirements for Star, Life, and Eagle ranks will be interpreted to mean: to adequately carry out the responsibility of the office as well as to have an excellent attendance record. Attendance is consistent of at least 50% of the meetings and/or outings. Less than that will jeopardize your advancement.

C. Preparation for Regular Troop Meetings

All scouts should wear either the official Boy Scout Uniform; the troop activity t-shirts or a normally approved scout shirt to regular meetings. For indoor meetings the official "Class A" uniform is the accepted uniform. For outdoor meetings the official "Class B" uniform is the accepted uniform. Proper uniform any outing can be identified by asking the Scoutmaster and/or Assistant Scoutmasters. (*See also Official Boy Scout Uniform*)

Scouts also are required to come to the meeting with any requested and necessary materials for the activities that evening. These materials may include pocketknives, compasses, etc. It is also highly recommended that Scouts bring a small notebook, a pen or pencil, and also the *Boy Scout Handbook*. If the scout is also a Junior Leader it is highly recommended that they bring their PLC Handbook and any items needed for their assigned office. (*See also Patrol Leaders' Council*)

D. Patrol Leaders' Council Meetings

Patrol Leaders' Council (*PLC*) will be run by the Senior Patrol Leader and will be held weekly, monthly, and yearly. The purpose of the PLC meeting is to have the scouts plan for future meetings or events.

Each Patrol Leader (*or his Assistant, or a substitute*) who represents his group of 6-8 scouts, the Senior Patrol Leader who represents the entire troop, the Assistant Senior Patrol Leader who represents all Junior non-PLC offices (*i.e. Librarian/Historian*), Troop Guide who represents knowing all the needed advancement requirements, Troop Scribe (*non-voting attendee*) and any other concerning leadership positions are expected to attend all PLC meetings.

The weekly meeting should be brief (*10-15 Minutes*) and will be held immediately following each troop meeting. The meeting's activities will be critiqued and final plans made for the next week's meeting or any other upcoming troop activity. Parents of scouts attending this meeting should plan to pick up the scouts approximately 10-15 minutes after the end of the regular troop meeting.



The monthly PLC meeting should plan out the program and activities for the troop program a month in advance. This should be held on the third Sunday of each month at 2:00PM. Times may be changed due to conflicting schedules. Upon completion of this meeting, any planned items can go before the Troop Committee meeting the same day (*See also Adult Leader (Troop Committee) Meetings*)

The yearly PLC meeting, usually held in August or September, should outline troop programs a year in advance. At this meeting, outing activities or themes should be decided as well as any meetings that are required to lead up to the outing or activity. This rough sketch yearly calendar is then presented to the Scoutmasters and Troop Committee for approval and additional items needed. Typically the PLC will plan the program elements of the calendar and the Troop Committee will plan non-program elements of the calendar such as adding various fundraisers.

All PLC events will require the scouts attending to bring a pen/pencil, paper, scout handbook, and PLC manual they will receive at troop training. (*See also Troop Junior Leader Training*) **When a scout becomes a member of the PLC it is a great honor but will require additional time beyond the traditional 1 ½ hour troop meeting every week.**

E. Adult Leader (Troop Committee) Meetings

The function of the Troop Committee is to support the troop program and handle troop administration. The voting members of the committee are those registered as committee members with the troop. Committee meetings are held monthly on the Tuesday following the Patrol Leaders' Council meetings (*See also Patrol Leaders' Council Meetings*) at the same time as the regular troop meeting. This allows any issues or concerns from the PLC meeting to be brought before the Troop Committee or Adult Leaders.

The Troop Committee is made up of several positions which include but are not limited to: Committee Chairperson, Advancement Chairperson, Charter Organization Representative, Outdoor and Activities Chairperson, Secretary, and Treasurer. These various positions are up for reorganization at the end of January. (*Rechartering time*) Specific duties are listed in the Troop Committee Guidebook available in the troop library.

The parents of all scouts are encouraged to actively participate in the Troop Committee. The Scoutmaster and Assistant Scoutmasters are not eligible to be committee members. However, the Scoutmaster and his Assistants are encouraged to attend all Troop Committee meetings as they form the liaison between the youth Patrol Leaders' Council and the adult Troop Committee. Adults are also encouraged if they enjoy the outdoors or working with scouts to become Scoutmasters rather than Troop Committee members.

F. Adult Leadership

It is required by the National BSA that at least two adult leaders preferably registered with the troop or at least one registered leader and one scout parent be present at any troop meeting, activity, fundraiser, or other troop event.

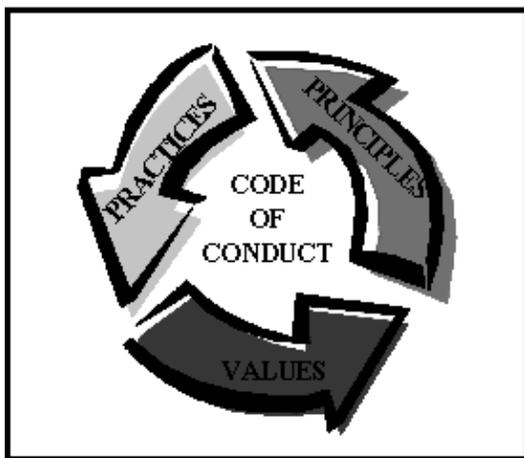
Behavior Expectations and Regulations:

A. Overview of Disciplinary Action Procedures (*Not Acceptable Behavior*)

In order to ensure an effective, fun, and most importantly, safe Scouting program, BSA Troop 210 has adopted these disciplinary action procedures to which the Scouts, Scoutmasters, Committee Members, and visitors are required to adhere. Everyone should always strive to conduct themselves with the principles of the Scout Oath and Law as dictated throughout this troop policy manual. Troop members are required to live by these principles and show these traits through how they conduct themselves as a scout and as a person.

While the troop recognizes that troop members are all different, with different levels of physical, psychological and emotional maturity, and that younger scouts do not always consider these differences in the course of their actions, the Scoutmaster and/or Assistant Scoutmasters must ensure that the meetings and outings in which any members of the troop participate in must be free of behaviors and actions that could pose a threat to safety and well being of **any or all** of the scouts in the troop **and** those outside the troop. No physical disciplinary action (*corporal punishment*) will ever be permitted.

The goal of these procedures is to describe clear processes whereby inappropriate behaviors are recognized and resolved. The procedures reflect the need for a graded approach in dealing with inappropriate behaviors as well as the need for a graded response in terms of action or consequence. By following this formal policy, our troop members have a clear understanding of the troop's behavioral expectations. The procedures empower our troop members to resolve behavioral issues and to determine appropriate consequence based on a well-defined process. Finally, adherence to these procedures provides a measure of assurance that issue resolution will be executed in a fair, uniform, and equitable manner.



As BSA Troop 210 is boy-led and adult supervised, troop members must be prepared to follow direction given by the appointed or elected boy leaders of his patrol and troop. Adherence to the discipline action procedures will primarily be handled by the boy leaders or Patrol Leaders' Council (*See also Patrol Leaders' Council*), with adult intervention only to maintain safety, preclude property damage, avoid disrupting other organizations' activities, and/or to restore order in extreme cases of unruliness. Following the Patrol Leaders' Council, the Scoutmaster and/or Assistant Scoutmasters will handle the next step level of rulings, as they are the liaison between the scouts and the troop committee. Finally our Troop Committee will handle any outstanding discipline issues not resolved by the boy leaders, the Scoutmasters, or the Discipline

Action Committee. (*See also Discipline Action Committee*)

At the simplest level, if the scout feels that the direction of a fellow scout or Patrol Leaders' Council decision is wrong, unfair, or unsafe, he must promptly consult with a different PLC member, who will then take steps to mediate the situation. *(For example if the scout feels that the Patrol Leader is wrong, the scout may want to consult with the Senior Patrol Leader.)* If the problem is not resolved another scout may choose to contact the Scoutmaster and/or Assistant Scoutmasters for guidance, but the Scoutmaster and/or Assistant Scoutmasters will insure that the scout has asked the proper boy leaders. As one of the main roles of any Scoutmaster is to ensure the safety of all the scouts in the troop, failure to follow the directions of any adult leader *(Scoutmaster or Committee Member)* at any time is unacceptable.

It will be the responsibility of the Scoutmaster and/or Assistant Scoutmasters to oversee all decisions made by the aforementioned boy leaders when it comes to dealing with discipline procedures. The Scoutmaster and/or Assistant Scoutmasters will ensure that patrol leaders' council decisions are in proper accordance with the rules explained here. It is also important that if any parent sees a potential problem that they contact the Scoutmaster and/or Assistant Scoutmasters overseeing the event so they may properly handle the situation. A parent or visiting person to the scout meeting who is not trained in the proper guidelines of Scouting can easily reverse good PLC leadership if not handled correctly. In extreme cases of unruliness a parent or any visitor has the right to correct the problem immediately.

B. Three Main Values

All discipline issues and considerations can be broken down into any member of the troop violating the "three main values" that the troop firmly believes in. The troop believes that if everyone involved with the troop abides by these three main values behavioral issues will be non-existent. These three main values are:

- *Keep Hands Where They Belong*

Unless participating in an activity, game, or other such event all scouts and scout leaders are expected to abide by a "hands-off" policy with their fellow troop members and their corresponding personal property.

- *Respect Others*

All scouts and scout leaders are expected to show respect toward all other scouts and scout leaders.

- *Respect Property and Environment*

All scouts and scout leaders are expected to show proper respect toward any property put into their trust.



C. General Code of Conduct

The following list of behaviors will **NOT** be tolerated at any troop meeting or event:

- Failure to follow reasonable directions from any youth leader (*SPL, PL, etc*) or any adult leader (*Scoutmaster, Committee Member, etc*). Excessive refusal to follow instructions or rules by any scout or scout leader put in charge of a situation.
- Repetitive talking or any similar disruption while anyone (*scout, PLC Member, Scoutmaster, Committee Member, visitor*) is making a presentation during any troop event.
- Continuously to show disrespect to anyone at all times during any troop event.
- Threatening or intimidating another person by word or action.
- Unnecessary or inappropriate physical roughness.
- Excessive foul language that offends or degrades someone or something.
- Actions or language offensive with respect to race, religion, or ethnicity background.
- Actions or language discriminating a race, religion, or ethnicity background.
- Behavior that displays disrespect for other persons, personal property, or the environment.
- Excessive play or goofing around that can cause physical injury or emotional damage
- Leaving a scout activity, meeting, or outing early without permission and approval.
- Failure to use the buddy system on activities or outings that warrant its use.
- Any physical stealing from one person to another or any stealing from the troop.
- All electronic devices are prohibited in use during troop activities, meetings, or outings. Any excessive use will result in temporary confiscating and returning to the parent or guardian.
- Possession or use of any fireworks.
- Unauthorized use of any firearms, live ammunition, or other weapons.
- Use or possession of sheath knives (or any knife longer than the 3" standard BSA rule).
- Smoking or use of any tobacco product by minors or by adults in the presence of scouts.
- Use or possession of alcoholic beverages or any controlled substance not medically approved. Illegal drugs are prohibited at any scout function and can warrant an immediate dismissal.
- Unfair treatment of any other scout or scout leader regarding discipline or any activity.

This list is not exhaustive. The scouts and scout leaders who have been designated as the leadership of the troop have the right to make judge cases as they arise and those under their leaders must respect their authority on these judgments. A scout or scout leader should obey any directive from a leader above them.

The three main values and code of conduct have been established so that everyone knows what is expected of them as a scout in the troop. In order to look out for the best interests of each person in the troop procedures have also been developed for scouts and scout leaders to use when a behavioral issue arises. These procedures when followed properly will give scouts and scout leaders a way to ensure the best positive experience for each scout. At the same time these procedures give scouts and scout leaders the opportunity to change any negative behavior and grow from the situation.

D. Discipline Chain of Command

The Patrol Leaders' Council is empowered to handle discipline issues in their patrols and the troop. The PLC has the authority to ask any troop member to leave any activity and report to the Senior Patrol Leader (*or highest-ranking boy leader*) and/or if they choose the Scoutmaster and/or Assistant Scoutmasters for a Behavior Coaching Moment (BCM). (*See also Discipline Process*)

If the Patrol Leader has a difficult time handling a problem or issue, he can obtain help from the Senior Patrol Leader or other PLC member. The two together may ask the disruptive troop member to leave the activity and report to the Scoutmaster and/or Assistant Scoutmasters for a Behavior Coaching Moment; or for repeated offenses appear before the troop Discipline Action Committee (*See also Discipline Action Committee*)

If the Senior Patrol Leader has difficulty handling a problem or issue, he can obtain help of the Scoutmaster and/or Assistant Scoutmasters to conduct a Behavior Coaching Moment or for repeated offenses appear before the troop Discipline Action Committee

The steps above form a discipline process utilizing the boy-led proper chain of command. When possible issues should be handled at the youth level utilizing peer mediation techniques as PLC members have the authority to enforce expected behaviors in accordance with the troop policy manual. At the same time however troop boy leaders cannot be held solely responsible for the behaviors of their peers. Any scout leader will step in when the discipline warrants the need of an adult. If the Scoutmaster and/or Assistant Scoutmasters have attempted Behavior Coaching Moments and/or went through the Discipline Action Committee the next step will be setting up a meeting with the entire Troop Committee. (*See Discipline Process*)

E. Discipline Process

These steps are progressive in nature giving scouts and scout leaders every opportunity to change their behavior patterns. The Scoutmaster and/or Assistant Scoutmasters have the authority to skip steps depending upon the seriousness or repetition of the behavior. Safety and fairness to all troop members is a primary concern and must always be considered over the attention given to just one scout. The following steps are used in the discipline process:

- Warning
The scout or scout leader will be warned by the leader appointed above him (*i.e. Patrol Leader will warn Patrol Member*) about the behavior and reminded that the three main values have been violated. Every troop member has the right to stop offending behavior on his or her own. For repeated warnings the scout or scout leader may choose to document it on an incident response form. (*See also Incident Response Forms*)
- Behavior Coaching Moment
If a warning does not alleviate the behavior the scout or scout leader may remove the troop member from the activity temporarily for a behavior coaching moment. This meeting will be conducted by the Scoutmaster and/or Assistant Scoutmasters and is designed to specifically point out the inappropriate behaviors and discuss alternative positive behaviors. Once the Scoutmaster and/or Assistant Scoutmasters feel the troop member is ready they will allow them to rejoin the group. This is an immediate disciplinary action and sometimes by removing the troop member even temporarily alleviates the behavior and allows a teaching moment to occur for character building. For repeated behavior coaching moment the Scoutmaster and/or Assistant Scoutmasters may choose to document it on an incident response form.

- Parent Contact/Scoutmaster Conference

As Scouting should be a fun rewarding experience and not a babysitting club handling discipline all the time the Scoutmaster will contact the parent or guardian for any ongoing repetitive discipline issues. The parent and/or guardian can follow up with the troop member at home and help teach the troop member to be held for their actions. If a parent wishes to contend the issues arising their son they may schedule a meeting with the troop committee to discuss the matter. A Scoutmaster Conference with the parents, scout, and Scoutmaster and/or Assistant Scoutmasters may be conducted at this time if warranted. Any parental contact will be documented on a troop incident response form.
- Suspension from the Troop Activity or Meeting

If the inappropriate behavior continues or if the seriousness of the behavior warrants the troop member will be asked to immediately leave the particular activity. The parent and/or guardian will be notified by the Scoutmaster and/or adult in charge and will be asked to pick up the troop member immediately from the event regardless of location and/or time. A conference will then be arranged for the troop member, their parents and/or guardians, the Senior Patrol Leader, and the Scoutmaster and/or Assistant Scoutmasters. The conference will involve pointing out the prohibited behavior making sure the troop member understands why he was unable to participate and follow-up course of action and consequences. The troop member will be allowed to rejoin and participate again once the conference has taken place. Any suspension will be documented on a troop incident response form.
- Discipline Action Committee

If the inappropriate behavior continues or if the seriousness of the behavior warrants the troop member may be asked to appear before the troop Discipline Action Committee. This Discipline Action Committee will consist of at least two Troop Committee members, two Scoutmasters, and two PLC members. In more severe cases the Discipline Action Committee can include the parents and/or guardians of the troop member, representatives from the Chartered Organization, and possibly even District/Council representatives. This committee ensures that all levels in the scouting program are there to help and resolve discipline matters.

The Senior Patrol Leader (upon entire approval from the PLC) or any Scoutmaster may request convening a Discipline Action Committee meeting concerning a troop member. This can happen without a troop member being suspended from an activity (*see above*). This committee should only be considered for ongoing or severe nature situations. This committee will meet outside of normal troop meeting times. During the meeting the troop member will be allowed to state their side of the issue as well as the person who recommended the convening of the committee. Any incident report forms before this event will also be evaluated. The troop member will not be allowed to participate in troop events until they have met with the troop discipline action committee.

The end result of the discipline action committee could warrant the troop member a number of strikes (*See also Strike or Point System*), a temporary suspension with corrective action from all troop events, a suspension until the new chartering year, a meeting with the entire Troop Committee for a final ruling, or return to troop events with an individual corrective action plan. Any meeting with the Discipline Action Committee will be documented on a troop incident response form.

- Formal Meeting with Scoutmasters and Troop Committee Members

An official meeting with the troop member, parents and/or guardians, members of the Discipline Action Committee, Scoutmasters, and Troop Committee Chair is called for if all other discipline procedures have failed or called immediately for serious behavioral issues. **At this stage in the discipline process it should be known that is of a very serious nature and the troop member is in serious infractions of living the Scout Oath and Law.** During this stage the troop member may receive any number of strikes, temporary or permanent suspension, or a formalized individual action plan will be developed. A troop member needs to be aware that any infraction of this action plan will warrant permanent dismissal from BSA Troop 210. As like other stages this stage will also involve documentation on an incident response form.



- Dismissal from Troop

At any time in the discipline process the Troop Committee Chair may convene the entire troop committee for the purpose of determining whether a troop member will be required to leave the troop. The entire group of troop adult leaders will do everything possible to keep a person in Scouting but the good of the entire troop must also be considered. The troop member and the parents and/or guardians will have a chance to speak. The other adult leaders who have dealt with issues will have a chance to speak. The trail of incident response forms, meetings, strikes, and actions will be looked at and addressed. Once all have given a chance to speak the entire Troop Committee will meet privately and discuss the issue. The Troop Committee Chair will then ask for a vote. A majority vote of the Troop Committee will be required to have the scout dismissed from BSA Troop 210. A finding for dismissal is considered final. In this respect we are not prohibiting people from participating in Boy Scouting, merely from BSA Troop 210. If after being dismissed the troop will provide other contact information and will transfer all advancement records of the troop member who has been dismissed. As like other stages this stage will also involve documentation on an incident response form.

F. Troop Incident Response Forms

Any ongoing incidents that require discipline procedures can potentially include the completion of an incident response form. Hopefully as all troop members should live by the Scout Oath and Law there should be no need for this form; sometimes however it may be necessary as it can show a visual representation of troop members who are frequent discipline concerns. The incident response form is a form that shows when an incident occurs, who witnessed the event, and the result of the incident. Any incident form completed for a troop member regarding discipline will be turned over to the troop committee. The troop committee will maintain a copy of all incident forms for future reference. A parent or guardian has the right to obtain a copy of any incident forms on their scout.

G. Strike (or Point) System

BSA Troop 210 follows a simple **“three strikes and you are out”** philosophy as it relates to incidents that will require discipline correction. A strike or point can be received in the discipline process (*See also Discipline Process*) beginning with the Discipline Action Committee. **Once a troop member has received three strikes they are required to meet with the entire troop committee and are dismissed from our troop.** (*See also Dismissal From Troop*)

A strike is maintained for at least one year from the date received. However if the troop member shows good scout spirit or does scout good turns (*See also Scout spirit*) strikes can be reversed before the one-year period has expired. The troop member must demonstrate at least five full calendar weeks of good scout spirit everywhere (*scouts, school, home life, work, etc*) or four full weeks and at least one good turn before a strike can be removed from his record. It will be at the discretion of the Discipline Action Committee (*See also Discipline Action Committee*) to determine if strikes can be reversed early. The troop committee will maintain a copy of all strikes for future reference. A parent or guardian has the right to obtain a copy of any strikes on their scout.

Advancement:

A. Overview of Advancement

There are many definitions of advancement, but the scouting definition might well be, simply, "the art of meeting a challenge." For that is exactly what the Boy Scout advancement program asks the boys to do. The Boy Scout advancement program provides a ladder of skills that a scout climbs at his own pace. As he acquires these skills he moves up through a series of ranks, for which he is awarded badges. These ranks are Tenderfoot, Second Class, First Class, Star, Life, and Eagle. The higher he climbs the more challenging his tasks -- and the more rewarding. Achievements include:

- ❑ Learning skills that qualify for Scouting's more rugged and exciting outdoor challenges.
- ❑ Developing body and mind, growing self-confidence, and helping younger Scouts climb the advancement ladder.
- ❑ Discovering how it feels to go further -- in so many ways -- than he ever thought he could.

We don't look at advancement as a goal, but as a natural outcome of a planned, quality troop program. There are four steps of advancement:

- ❑ The Boy Scout learns.
- ❑ The Boy Scout is tested.
- ❑ The Boy Scout is reviewed.
- ❑ The Boy Scout is recognized.



B. Advancement through First Class

From the time the scout enters the troop through the time he earns advancement to First Class, he is learning basic scouting skills to enable him to camp, hike, swim, cook, tie knots, administer first aid, and perform other tasks in the outdoors and to work as a member of a team. With those first steps the scout begins to build himself physically, mentally, and morally. He will start to live with the Scout Oath and Law. Soon he will learn the symbolism inherent in the scout badge; he will learn that there are three points of the trefoil, which stand for the three parts of the scout Oath: Duty to God and country, duty to other people, and duty to yourself. The goal of this troop is for a scout to achieve the rank of First Class within his first year in the troop. This is a sign that the scout has mastered the fundamentals of scouting and can begin to start the long process of learning to lead others, refining the learned skills and learning additional skills.

C. Advancement from First Class to Eagle

From the achievement of First Class through Eagle, the scout will be demonstrating leadership; performing service projects, earning merit badges and using the skills learned while achieving the rank of First Class. The next ranks he will earn are Star and Life. These ranks are harder to obtain than the earlier ranks but are also more interesting for the older scouts. Upon completion of all the requirements for Star and Life the Scout will be eligible to work for Eagle. The original principals, the Scout Oath and Law now have fuller meaning for the Scout and their understanding of them is much greater. The final steps towards Eagle are filled with leadership experiences.

Details for advancement are contained in the Boy Scout handbook, which every scout should obtain as soon as possible after joining the Troop. Take a look at Chapter 1. This short chapter has an advancement summary through First Class.

D. Merit Badges

The goal of the merit badge program is to expand a scout's areas of interest and to encourage the scout to meet and work with adults in a chosen subject. A scout earns merit badges by working with a registered merit badge counselor. The scout is required to contact the counselor to arrange for times and places to meet with the counselor. The scout is required to be accompanied by another scout, a friend, or parent when meeting with a merit badge counselor. When the scout completes the work on the merit badge the counselor will inform the Scoutmaster that the scout has completed the requirements for that badge. Merit Badges earned will be presented to the scout during the Troop's Court of Honor. *(See also Court of Honor)*

E. Merit Badge Counselors

All adults interested in becoming merit badge counselors must be registered as merit badge counselors with the French Creek Council. There is no fee to register. If a merit badge is granted to a scout through an unregistered merit badge counselor, his advancement (*including his advancement to Eagle Scout*) may be rejected by Council. Parents are not eligible to sign off merit badge (*or advancement*) requirements unless they are a registered merit badge counselor.

However, parents are encouraged to motivate scouts to work on merit badges and to help the scout to master the skills necessary to fulfill the requirements of the merit badge prior to final approval by the merit badge counselor.

F. Advancement Requirements

Advancement through the ranks of Boy Scouts is one of the most important goals the troop sets for its scouts. Scouts seeking to advance to the next rank must show competence in skills required for the rank to the Scoutmaster, an Assistant Scoutmaster, a Troop Committee member, or any registered adult leader.

If a scout's parent is a registered leader, a leader not related to the scout must sign off the requirements. *(This is different than for Merit Badges.)*

G. Scout Spirit

Scout Spirit is the attitude a scout projects on a consistent basis towards the world and people around him. This attitude should embody all points of the Scout Law, Scout Oath, Scout Motto, and Scout Slogan, at all times. Patrol Pride is also an important aspect of scout spirit.

Showing Scout Spirit means more than embodying these ideals just during troop meetings and activities. A scout who lacks adequate scout spirit may jeopardize the morale and growth of other scouts in the troop and disciplinary action may be warranted *(See also Rules and Regulations, Disciplinary Action Procedures)*.

H. Service Projects

While service projects are required only for scouts wishing to advance to the ranks of Star, Life, and Eagle, they are an important part of the overall troop program. During the year, several troop service projects will be undertaken. All scouts are expected to participate in troop service projects.

Service projects only count towards the award or next rank being earned. Service hours cannot be used towards more than one award or rank, and service hours required by other clubs and organizations can not count towards scout service hours.

All service projects must be approved by a registered leader before the project is undertaken whenever possible. Approval must be received within one month of the project and approval is at the discretion of the Scoutmaster or one of the Assistant Scoutmasters and ultimately the Troop Committee.

Service projects require a scout to go out of his way to do the project and a Good Turn should not be misinterpreted as a service project.

I. Scoutmaster Conferences

While a scout is working on his next advancement, the scout must meet with the Scoutmaster or an available Assistant Scoutmaster for a Scoutmaster Conference. This meeting is an opportunity for the scout and scoutmaster to discuss the troop and patrol activities, the scout's advancement, and to set goals for the next advancement. The conference must be before a Board of Review can be completed for rank advancement.

If at this meeting the Scoutmaster or Assistant Scoutmaster feels the scout has not met the advancement requirements, or is not ready to advance in the judgment of the Scoutmaster, the Scoutmaster should inform the scout of this and the reasons for the decision. If the scout disagrees and still requests to have a Board of Review, the scout may still participate in a Board of Review and the Scoutmaster must inform the committee members forming the Board of Review that he feels the scout should not advance. The Scoutmaster's advice is taken seriously, but the final decision rests with the Board of Review.

J. Boards of Review

The Scoutmaster and/or the Assistant Scoutmasters schedule boards of review during regular troop meeting nights for scouts eligible to advance to the next rank or Scouts not advancing and who may need guidance or encouragement. A scout is informed at least the meeting before that the Troop Committee will be conducting a Board or Review. At least three (*and not more than six*) members of the Troop Committee must be present to conduct a Board of Review and a parent or guardian committee member may not be present for the Board of Review for his or her own son.

The Board of Review seeks to evaluate the mental, emotional, religious, and physical growth of the scout and does not specifically test the scout on the various requirements that were fulfilled for the advancement.

If, after meeting with the scout and discussing the scout's advancement privately the Troop Committee determines if the scout should advance, he shall be notified. If the Troop Committee determines that the scout should not advance, the scout should then be immediately notified of the reasons. The scout should then prepare for the next Board of Review. The decision of any Troop Committee Board of Review is final.

An Eagle Scout Board of Review will be conducted with a member of the district committee as the chair. **All scouts are required to wear the official Boy Scout Uniform when appearing before a Board of Review for advancement.**

K. Eagle Projects

The Scoutmasters, Troop Committee, and the District and/or Council must approve all Eagle projects **before** it can get started.

Activities, Campouts, and Outings:

A. Frequency and Theme or Location

The goal for troop activities is once or twice a month. A theme or location is determined during the Patrol Leaders' Council for the weekly meetings and outing every month. Patrol program campouts and activities can also be held. All events follow BSA safety procedures as explained in the Guide to Safe Scouting.

B. Troop Equipment

The troop owns an assortment of gear, including tents, cooking gear, lanterns, and stoves for use during troop activities. The patrol quartermaster signing it out from the troop quartermaster can borrow this equipment on a patrol basis. Scouts requiring equipment for their own use should sign the equipment out from the troop quartermaster. The end of the weekly meeting immediately before the campout should sign out all equipment.

Although the troop does not mind loaning out equipment when necessary it is strongly encouraged that the scouts purchase some basic necessary equipment (i.e. sleeping bag, flashlight). The troop has access to several sites including CampMor which contains a lot of camping products that can be purchased with a scout discount. If the scout or parents would like to be added to a supply list or has any questions regarding equipment, they may contact the Scoutmaster and/or Assistant Scoutmasters or the Troop Committee Equipment Chair.

All equipment borrowed from the troop for a campout must be taken home from the campout and properly cleaned and/or dried out and returned to the troop in a neat and orderly fashion at the following meeting. Any damage or problems encountered with the equipment must be noted with a piece of paper firmly attached to the outside of the equipment with the borrower's name and date. In addition, the troop quartermaster must be verbally notified of the damage or problem so repairs or replacement can be made.

C. Permission Slips

We need to know who is going on an activity so preparations can be made for food, transportation, etc. All scouts must inform their patrol leader or senior patrol leader at least two weeks before the event if they are planning on attending the event.

Permission slips are **required** for all troop campouts and most other troop activities when we leave our community. Community outings and events as well as meetings can have verbal consent from a parent or guardian.

An all encompassing permission slip will be distributed annually to accommodate most activities. Events that would require specialized permission slips will be distributed prior to the event. All permission slips **MUST** be signed and dated by a parent or guardian. No scouts will attend activities without a signed permission slip. **"NO SLIP, NO TRIP"** All events out of our community will also require the scout to have their physical on file (*See Physicals*).

D. Cost

Each scout will be expected to contribute "x" number of dollars for each campout cost for campouts will vary according to campout location, theme, and other special circumstances. In general, scouts will be responsible for planning troop or patrol menus, and the cost per scout will be calculated accordingly. This usually ends up to be about \$1.00-\$2.00 per meal plus any registration costs, payable in advance. **As troop funds permit, the troop will fund the activities.** Individual activities may have fees associated with them. If so, the scout and/or parents will be notified during the troop meetings.

The most common activity where there will be an additional cost is when the troop goes on a special outing. Typical troop campouts are usually has little fees although one may arise if funding is needed. It is the patrol's responsibility to plan their meals and to purchase all the food and supplies to prepare said meals. The Troop Committee will provide an ample budget for the scouts to spend in the purchasing of food. The specific cost for each trip will be specified prior to the time of the trip.

E. Participation Restrictions on Some Campouts

Some campouts require advanced proficiency in certain scouting skills that necessitate restrictions on Scouts who are able to attend. Examples of such campouts include are 50-milers and whitewater rafting trips. The restrictions to be enforced will be announced well in advance of the campout by the Scoutmaster so scouts who currently don't meet the requirements have an opportunity to meet them.

F. Summer Camp

Each summer the troop attends a weeklong summer camp at our Council camp, Custaloga Town, south of Cochranton of French Creek, or some other Council camp. Summer camp is a wonderful experience for scouts, and all scouts are encouraged to attend. The troop will provide fundraising opportunities for the scout to raise the camp fees, and the scout and his family will be responsible for any balance required above what has been earned. Weekly deposits to the scout's "account" are one saving option. The Troop Committee Treasurer will keep a running account of each scout's savings. However, if this expense would keep the scout from attending camp, the Scoutmaster should be contacted and *Order of the Arrow Campership* application filled out. (*This must be done before mid-Aprill*)

G. High Adventure Camping

The troop recognizes that the scout would like to participate in other events. Some events such as National Jamborees, World Jamborees, Philmont Scout Ranch, and Florida Sea Base are incorporated with the French Creek Council. French Creek usually prepares a program so that eligible boys may attend.

H. Outing Regulations

No weapons (real or play), radios, CD/DVD players, electronic games, etc will be permitted on camping trips unless approved by the Patrol Leaders' Council or Scoutmaster and/or Assistant Scoutmasters. The Patrol Leaders' Council or Scoutmaster and/or Assistant Scoutmasters have the right to remove the item for the duration of the outing.

No unauthorized swimming or potentially dangerous activities are permitted without appropriate adult permission and supervision. (*Failure to do so will result in disciplinary action.*) (*See also Disciplinary Action Procedures*)

I. Scouting Event Transportation

The Patrol Leaders' Council and Scoutmasters will make sure that there is adequate transportation to all scouting events. Sometimes parents will be asked to help transport scouts or camping gear to outings or events. No scouts under 21 years old with a valid drivers' license are allowed to drive any scouts on a scout trip for safety reasons. Scouts that are under the age of 21 but have a license may assist in the transportation of troop gear for an outing or an event at the discretion of the Scoutmaster and/or Assistant Scoutmasters.

J. General Transportation

Transportation to and from meetings is the responsibility of the scout and his parents. This also applies to transportation to and from the gathering site or meeting place for a scouting event. However carpooling is always encouraged. Please feel free to carpool if you as a parent feel it will not present a problem.



The Scout will be expected to:

- ❖ Live by the principles of the Scout Oath and Law at all times and demonstrate Scout Spirit.
- ❖ Be free from the use of alcohol, tobacco (all forms) and illegal drugs. This activity will not be tolerated and constitutes grounds for dismissal from BSA Troop 210.
- ❖ Make every conscious effort to advance in rank frequently.
- ❖ Participate in at least 50% of troop/patrol meetings and camping trips, and be actively involved in service and advancement opportunities, and fulfill fundraising obligations. Any Scout falling behind in this requirement must speak to the Scoutmaster or face being excluded from rank advancement opportunities, which require active participation in the troop.
- ❖ Make timely payment of the quarterly dues and registration fees of the troop, and take an active part in raising/earning these funds.
- ❖ Wear and maintain the uniform of the Boy Scouts of America. The correct uniform, be it Class A (field) or B (activity), shall be worn at all troop activities unless otherwise noted by the Scoutmasters.

The Parents will be expected to:

- ❖ Become wholeheartedly involved in your son's Scouting career. Parental involvement, encouragement and support are keys to a memorable and meaningful Scouting experience. Scouting in BSA Troop 210 is a family affair.
- ❖ Serve on the Troop Committee or one of its subcommittees if available; or if desired serve as a Scoutmaster or Merit Badge Counselor; attend all Court of Honor ceremonies, parent meetings, family events, etc.
- ❖ Be prompt in transporting your son to and from all meetings and activities.
- ❖ Encourage your son to be in full uniform at all troop activities.
- ❖ Encourage your son to make timely payment of the annual dues and registration fees. Dues cover only a portion of the per scout cost for the year. Projects cover the remaining half. Each family will be expected to fulfill their fundraising obligation.

The Troop will be expected to:

- ❖ Provide a quality annual plan, which includes education, training, advancement opportunities, and personal growth, service to others, fundraising, outdoor and high adventure activities. Troop meetings will be held on scheduled Tuesdays, from 7:00pm to 8:30pm. All activities will have publicized start times and will be strictly adhered to.
- ❖ Provide an advancement program administered by trained leaders, which utilizes outdoor knowledge and skills, citizenship, physical fitness, personal development and Troop/Patrol participation.
- ❖ Provide an outdoor program, which offers a variety of outings, overnight camping trips, and a one-week summer camp experience each year.
- ❖ Provide a High Adventure experience each year (due to the strenuous nature of this event, a minimum age and/or rank requirement shall be mandated. Also this is dependent on troop funds).
- ❖ Provide ample opportunities for leadership, advancement and personal growth.

You are joining a great organization that includes tens of thousands of adult leaders, interested parents, and the BSA professional staff. Scouting is much more than enjoying the outdoors. The troop teaches leadership skills and community skills. Scouting also shows the boys how they can keep themselves strong and healthy and make the most of school. With hard work and dedication, your son will be able to serve as a leader in the troop and advance in rank along the trail to Eagle. Out of all the scouts in the world, 3% of all scouts make Eagle and it is a real and rewarding challenge.

Above and beyond anything else said in this package, the boys and us "big kids" are in scouts to have fun too!
For questions or concerns, contact:

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Mr. Eugene Bocan Jr. Scoutmaster	814-587-3542	bocan@windstream.net
Mr. Mike Miller 1 st Assistant Scoutmaster	814-566-4889	mcmiller@yahoo.com



BSA Troop 210 PLC Manual Handbook

Original:	February 1995
Revised:	February 1997
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Revised:	August 2012
Revised:	June 2013
Revised:	January 2014
Revised:	January 2017



I have fully read, understood, and am aware of all the necessary rules and regulations of Boy Scout Troop 210.

_____ Signature of Scout _____/_____/_____ Date

_____ Signature of Parent
or Guardian _____/_____/_____ Date