

Troop 984 Parent Guide & Troop Guidelines

Note: Issues not covered specifically herein will be addressed on a case by case basis, and a majority vote of the Troop Committee is required to modify the troop guidelines.

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I. MISSION

- A. The mission of the BSA and of Troop 984 is to instill values in young people and to prepare them to make ethical choices over their lifetime while achieving their full potential. The values we strive to instill are based on those found in the Scout Oath and Law. All members of this unit are expected to conduct themselves in a manner consistent with the standards of the chartering organization, Dardenne Presbyterian Church.

II. REGISTRATION, DUES and other FEES

- A. The fees for new boys to join are described below, and are dependent on when they join during the calendar year.
- B.** Dues, in addition to these fees, are \$5.00 per month, beginning the month following the date on the scout's application. Note: Eagle scouts are not subject to monthly troop dues but are responsible for any other cost within the troop. Troop 984 assesses a \$50 yearly fee to each Scout. This fee covers rank awards, merit badges, trailer maintenance, troop equipment, etc. This fee is charged to Scouts account on May 1. The amounts for registration fees and dues will be reevaluated every 6 months by the Troop Committee
- C. Adult fees - Adults providing travel and/or participating in any scouting activity, outside of weekly troop meetings, must be registered with GSLAC and the BSA in order to be covered under BSA insurance policies. Annual fees for registered adults are the responsibility of the adult volunteer.
 1. Exceptions to the above are the following Troop Committee Positions. The troop will absorb fee associated with these volunteers only:
 2. Scoutmaster
 3. Troop Committee Chairperson
- D. The Scout's Ledger Sheet will be distributed monthly by the Treasurer. This ledger indicates the dues paid per month and the scout's individual account balance.
 1. Any scout behind in their dues (current month plus 3 months prior) will have this amount deducted from their scout account to bring them current.

Any Scouts (or adults) participating in high adventure or other "extracurricular" activity must keep their account current. Any funds applied to a Scout account must first be used to bring the account current prior to being applied to the special activity. If Scouts (or adults) become delinquent on their account and have signed up for a special activity, that account must be made current prior to participating in the activity. If an account is not brought current and the individual forfeits the right to participate in the

activity, the individual will be responsible for any forfeiture of partial payment or other cost associated with the cancellation. At no time will the troop make a payment for a special activity that will cause a Scout's (or adult's) account to be in arrears. The Troop treasurer will provide reasonable notification when this would occur to allow the account to be made current.

- E. Typically, for a weekend campout, additional fees will include the cost of food and transportation. These fees will be collected by the Treasurer or deducted from the scout's individual account balance.
- F. NYLT: The Troop will cover up to half the cost of course fee. The amount available is to be determined by the Troop Committee on an annual basis, and will be divided by the number of boys applying to attend that year.

Scout/Adult Name _____
(Circle One)

TROOP 984 REGISTRATION FEE SCHEDULE

- My son is a new scout, not transferring from another troop, and the only scout in our family in troop 984.** There are two components which make up the registration fee for new scouts. The first is a \$60 new Scout fee which will be placed in the Troop general fund and used to offset troop expenses. This includes, but is not limited to, neckerchief, shoulder loops, troop number, and bead thong/totem (which will be given at his first campout), and awards for the first year. In addition to this \$60 fee, each scout is assessed an additional fee for BSA registration/Boys Life magazine which is prorated and based upon the month in which he joins. The troop will recharter in January, at which time all scouts will pay a rechartering fee for the year beginning in January. We require that at least one boy in each family purchase Boys Life Magazine.

Current Month	Term	Reg Fee	Boys Life	Total
Jan	12	\$ 10.00	\$ 12.00	\$ 22.00
Feb	11	\$ 9.35	\$ 11.00	\$ 20.35
Mar	10	\$ 8.50	\$ 10.00	\$ 18.50
Apr	9	\$ 7.65	\$ 9.00	\$ 16.65
May	8	\$ 6.80	\$ 8.00	\$ 14.80
Jun	7	\$ 5.95	\$ 7.00	\$ 12.95
July	6	\$ 5.10	\$ 6.00	\$ 11.10
Aug	5	\$ 4.25	\$ 5.00	\$ 9.25
Sep	4	\$ 3.40	\$ 4.00	\$ 7.40
Oct	3	\$ 2.55	\$ 3.00	\$ 5.55
Nov	2	\$ 1.70	\$ 2.00	\$ 3.70
Dec	1	\$ 0.85	\$ 1.00	\$ 1.85

Example: A scout who joins in November owes $\$60 + \$1.70 = \$61.70$.

- My son is the second or third scout in our family joining troop 984.** Your son's fees are \$60 plus the prorated registration fee (above). You have the choice of getting Boys Life for the prorated fee (above), or opting not to.
- Rechartering in January** - \$22 for scouts receiving Boys Life or \$10 for scouts not receiving Boys Life. Rechartering for registered adult members is \$10 and will be paid out of the General Fund of Troop 984.
- Transfer**- \$1 transfer fee for adults or scouts from another troop, which covers their registration until rechartering in April.

Note: Dues are assessed separately, and are \$5.00/month beginning the month following that dated on the scout's application.

III. ADVANCEMENT GUIDELINES

A. Advancement is an integral part of the scouting program which provides recognition for individual effort and accomplishment, as well as a measure of acquired proficiency in basic skills. Advancement is a three- part obligation of:

- * The Scout to take the initiative and to work;
- * The parents to encourage excellence;
- * The adult leaders of the troop to provide guidance and opportunity.

B. Requirements for advancement are described in the Boy Scout Handbook and other scout literature. Both scout and parent should be familiar with the requirements. The Scoutmaster, Advancement Chairman, and other adult leaders as well as the scout leadership can answer questions about getting started on the "Eagle Trail."

C. Merit badges are an integral part of advancement for ranks above First Class. Merit badges are important for the scout to learn new skills, to work outside the normal troop meeting with an adult counselor, and to present what he has done. Some weekly meeting programs and planned monthly outings include counselors and opportunities for working toward and passing off merit badge requirements. Prior and outside preparation is required. Requirements for earning merit badges include the following steps to be taken by the Scout.

1. Get approval from the Scoutmaster prior to beginning work on a merit badge. This is done by obtaining a merit badge card and asking the Scoutmaster to sign it. He will advise you about possible merit badge counselors who are registered for the desired badge.
2. Obtain the desired merit badge book and become familiar with the requirements of the badge. The troop has a limited supply of merit badge books which may be checked out from the Troop Librarian.
3. Contact the merit badge counselor who is registered for the desired badge and discuss the requirements prior to starting on the merit badge work. A directory of merit badge counselors by zip code can be found on the GSLAC website (www.stlbsa.org, under "advancement").
4. Successfully complete all the requirements to the satisfaction of the designated adult counselor and have the counselor sign the merit badge card.
5. Present the completed merit badge card with the counselor's signature to the Scoutmaster for his second signature and processing.

Note: Scouts will receive merit badges earned and completed merit badge cards at the Court of Honor. While it is the intent of the troop that the Advancement Chairperson will maintain detailed records on advancement including dates in which merit badges are earned, it is the responsibility of the scout to keep these merit badge cards in a secure place as a record of his advancement. These cards will need to be presented before the Eagle Board and to council when the scout is about to advance to the rank of Eagle. Parents are encouraged to keep all MB cards and rank advancement cards in a safe place.

- D. Scouts are also required to participate in troop events, not including normal troop or patrol meetings, as part of meeting the requirements for Second Class and First Class. The Scoutmaster will have the final say on which events qualify. In general, troop events in which either the location or the day of the week are different from the normal troop meeting time will qualify, including all weekend outings. Other examples of events which qualify include Scouting for Food, helping another scout on his Eagle Project, and attending merit badge centers offered to a group which are not held during the troop meeting. Special events held away from the church on troop meeting nights also qualify, such as golf, Upper Limits climbing, etc.
- E. When a scout feels he has completed the requirement for advancement in rank, he should meet with the SPL, ASPL, or Junior Assistant Scoutmaster (JASM) to review his progress and eligibility before scheduling a Scoutmaster Conference. A Scout coming before a Scoutmaster Conference or Board of Review should be thoroughly familiar with what was done for the rank applied for. He must be in proper uniform (see Uniform section) for Scoutmaster Conferences and Boards of Review. Boards of Review are normally scheduled a week in advance. Scouts who are ready to advance and want to schedule a Board of Review should do the following:
 - Insure that all requirements have been completed.
 - 1. Ask the Scoutmaster for a "Scoutmaster Conference." It is advisable to give him at least a week's notice.
 - 2. Ask the Advancement Chairperson to schedule a Board of Review for you. Give the Advancement Chairperson at least a week's notice, so that he/she can confirm in the troop records that the scout has indeed completed the necessary merit badges, service hours, service positions within the troop, etc.
 - 3. Be in proper uniform for the Board of Review (see Uniform section).
 - 4. Bring your Boy Scout Handbook to the Board of Review, with all necessary signatures obtained prior to the Board of Review.
 - 5. A Board of Review will be administered by a panel of 3-4 adults, with at least one registered leader, assembled by the Advancement Chair. A parent cannot attend his/her son's board

of review. Likewise, an Assistant Scoutmaster will administer the Scoutmaster's Conference for the Scoutmaster's son.

- F. Rank advancements (patches) will be presented as soon as practical after being earned. They also will be recognized at the next Court of Honor. Merit badges are presented quarterly at the Court of Honor.

The goal of the troop is that a boy who enters scouting in February or March will complete the Tenderfoot rank prior to summer camp, and will complete the requirements for First Class within a year of joining the troop.

IV. TYPICAL MEETING FORMAT

- A. Our meetings are held at Dardenne Presbyterian Church on Thursday evenings from 7:00 PM to 8:30 PM. The opening formation and ceremony starts promptly at 7:00 PM. The meeting generally follows the format below:
 - 1. Troop Program - related to Scout skills or upcoming event
 - 2. Patrol Meeting - plan patrol activities and work on advancement
 - 3. Inter-patrol Activity - patrol competition, game or recreational activity
 - 4. Closing Formation - completes promptly at 8:30 p.m.
- B. In addition to wearing a proper uniform (see uniform section), the Scout must bring his Scout Handbook, note pad and pencil to each meeting.
- C. Scoutmaster's conferences and board of reviews for rank advancement are held during the meetings, and are ideally scheduled a week in advance. In addition to regular troop meetings, the Patrol Leader Council (PLC) meets on the 3rd Monday of the month at 6:00PM. The troop committee meeting is held the 3rd Monday of each month beginning at 7:00 PM.

V. PARENTAL INVOLVEMENT

- A. Parents are expected to participate at the level of fulfilling a necessary function within the troop. Participation by both parents is not required, but appreciated. Participation can be by filling one of the many needed adult positions within the troop (Scoutmaster, Assistant Scoutmaster, Troop Committee Chair, Activities Coordinator, Treasurer, Advancement Chair, Individual Outing Coordinator, Secretary, Fundraising Chairperson for individual fundraisers, Chartered Organization Representative, Unit Commissioner, etc.). Training is required for several of these positions. A parent can also participate as a merit badge counselor. An individual can be counselor for up to 4 merit badges, and the Committee encourages all adults to become registered leaders and enroll as merit badge counselors. We also encourage counselors to offer to periodically present help sessions/troop merit badge centers at troop meetings or outings designated for merit badge work. Participation by all families at the adult level will

help the troop run smoothly and minimize the already substantial responsibilities of the Scoutmaster.

- B. While parental involvement is expected, it also warrants mentioning that the role of adults in the troop is to facilitate the program for the scouts. The scouts are expected to play a major role in the planning and execution of the program. It has been said that BSA is not an acronym for "Being Stupid Adults". Adults should respect the fact that Patrol Leaders and the Senior Patrol Leader are elected by their peers to lead, and give them the opportunity to do so with only as much oversight as is necessary. There are many opportunities for adults to teach various scouting skills to the scouts, but adults should be careful not to assume the role of Senior Patrol Leader in doing so.
- C. See section II, C for information regarding adult fees associated with parental involvement in the troop.
- D. On days when feeder school districts cancel classes, the Scoutmaster, at his or her discretion in collaboration with the Committee Chair, Senior Patrol Leader and Assistant Scoutmasters, may elect to either cancel the Troop meeting or hold the Troop meeting as scheduled. If the Troop meeting remains scheduled, any scout not in attendance will not be penalized in regard to the 80% participation standard.

VI. THE PATROL METHOD AND LEADERSHIP

- A. One of the chief founding principles of Boy Scouting is the "Patrol Method." Like all scout troops, Troop 984 is divided into patrols of about 5 to 10 boys each, with a patrol leader elected from within each patrol. A patrol functions as a team and does many activities together. Competitive events between patrols are a way of building patrol spirit and keeping the troop strong.
- B. Troop 984 is a boy-run troop from the Senior Patrol Leader through his staff and the Patrol Leaders. The adult leaders are mainly there to guide and advise the boy leaders. One of scouting's main purposes is to develop youth leadership, and we feel strongly that this can be done best by making as many opportunities as possible for the boys do the leading and to learn by experience. More details on the patrol method can be found in the Scout Handbook.

VII. ATTENDANCE REQUIREMENTS

- A. Active status in Troop 984 is maintained by attending a majority of the regular Thursday meetings and the monthly weekend activities. The Scoutmaster may make exceptions to this requirement in special circumstances if necessary. If a scout fails to attend over a prolonged period of time, he may be dropped from the active roles or unable to advance in rank. For all rank advancements, scouts are required to "Be active in the troop". For a scout who has been less than active to advance, he will need to attend the majority of troop meetings/troop outings in the 2 months prior to advancing in rank. In order to be eligible for any

leadership positions, a scout must have attended >80% of the meetings over the past 6 months. Attendance at weekly troop meetings will be taken by the patrol leader during patrol breakout time, and this attendance will be submitted to the Scribe who will keep accurate and complete records. Those scouts who attend at least 95% of the meetings throughout the course of the year will earn an attendance award, and will be recognized during the Court of Honor.

- B. In order for the troop to run most efficiently, it is important for scouts attending a weekend outing to attend the troop meeting prior to the outing, this will insure that accurate information is received about the trip and adequate preparation is made for the trip.
- C. On days when feeder school districts cancel classes, the Scoutmaster, at his or her discretion in collaboration with the Committee Chair, Senior Patrol Leader and Assistant Scoutmasters, may elect to either cancel the Troop meeting or hold the Troop meeting as scheduled. If the Troop meeting remains scheduled, any scout not in attendance will not be penalized in regard to the 80% participation standard.

VIII. OTHER EXPECTATIONS

- A. Scouts are expected to be in proper uniform. What is considered proper uniform is dependent on the situation and/or event (see Uniform section below). In short, a minimum of the Class A shirt is to be worn at troop meetings throughout the fall, winter, and spring, and when the troop gathers for an outing. The Class B shirt (troop T-shirt) is the minimal uniform requirement for summertime troop meetings. Uniform expectations for other events such as Scoutmaster Conferences, Boards of Review, Court of Honor, etc. are outlined in the Uniform section below.
- B. Attendance is important and is mentioned separately above. Each scout is needed for his patrol to function at its optimum level. The older and experienced ones are needed for their leadership and teaching skills. If a scout does not attend meetings regularly and if he does not go on the outings, he is missing opportunities to learn scouting skills and earn merit badges.
- C. A scout must be registered with the troop and have an up-to-date Class 1 health form on file (form not requiring a physical, < 1 year old) before he can be allowed to go on a troop outing. A Class 2 health form, which includes a physical examination signed by a doctor, must be on file for a boy to attend summer camp. The date on the physical must be less than 2 years old at the time of the summer camp. Webelos will be periodically invited to join the troop on activities.
- D. Every family is expected to assist with transportation for trips as needed, and parents are encouraged to camp with us whenever they can.
- E. Scouts will be informed about each trip in advance as to times of departure and return, approximate cost, where we will be, and activities of the trip.
- F. Only during adult supervised functions AND WITH THE APPROVAL OF THE SCOUTMASTER will a scout be permitted to use a stove or

lantern that requires any fuel. A scout may bring and use a backpack camping stove only after he has been certified for its use by the Adult Leadership. To be certified, a scout must demonstrate that he knows how to operate his stove in a safe and mature manner, and that he knows all the precautions and hazards associated with handling this equipment. He will then be given a certification card which he must have in his possession when using his stove (TOASTED chit). Likewise, a scout must be in possession of his toten chit card to use a knife, hand ax, or saw. Scouts will not be allowed to use an ax larger than a hand ax under any circumstances, and adults should not bring larger axes on campouts.

- G. Patrol camping equipment, including tents, is furnished by the troop. The troop is able to furnish equipment as a result of troop dues and successful fund raising efforts. The Quartermaster, working in conjunction with the Adult Quartermaster, will oversee the distribution, maintenance, and storage of all troop equipment. To the extent possible, all equipment will be numbered and/or color coded in a way which will allow the Quartermaster to track its most recent whereabouts. The patrol leader is responsible for inventorying his patrol's equipment on an outing before the equipment is returned to the Quartermaster. All equipment sent home with scouts following a campout for cleaning, drying, etc. should be brought back to the next troop meeting and its condition checked by the Quartermaster. The mechanism for inventory of troop/patrol equipment will be decided upon by the Scout and Adult Quartermaster, the Scoutmaster, and the Troop Committee.
- H. Rank advancement requirements should be signed off by the designated boy leaders. Scouts must be First Class or above to sign off rank requirements. In addition, scouts must be at least one rank higher than the rank they are signing off for (a Star scout can sign off on First Class requirements). Brothers are discouraged from signing off requirements in a younger brother's book. In certain circumstances, the Scoutmaster may allow designated adults to sign off advancement requirements. A parent should not do this for his own son. We encourage a scout to also use approved counselors outside of our troop for merit badges so that he will gain experience in dealing with new people, but it is acceptable to use counselors within the troop as well. BSA permits parents to serve as merit badge counselors for their own son. The policy of Troop 984 is that scouts are encouraged to seek out a counselor who is not a parent. However, a parent can counsel his/her son one-on-one for non-Eagle-required merit badges. For Eagle-required merit badges, it is preferable that a parent will only counsel his/her son if the badge was initiated as part of a group session/MB center. BSA policy requires that merit badge counselors be Registered Scouters. Parents interested in being counselors for merit badges are urged to tell the Advancement Chairperson as this help is always needed. We will assist parents in the registration process.
- I. Scouts are not allowed to bring drinks other than water on campouts. In addition, scouts are not permitted to bring individual food/snacks on

campouts, although snacks will be permitted on HIKES at the discretion of the Scoutmaster (trail mix, jerky, and other traditional hiking snacks OK). No food is to be stored in tents. Patrols are encouraged to plan cracker barrels as a patrol. A scout, with Scoutmaster approval, can bring snacks on a campout for cracker barrel provided that they are stored with the patrol food and shared equally amongst patrol members.

IX. CONDUCT POLICY

- A. We expect that a scout will conduct himself according to the Scout Oath and Law. Although we do not anticipate discipline problems, we feel that certain rules and guidelines should be written and accepted to avoid any misunderstanding. These rules apply when a scout is under our responsibility - that is any time he is with the troop, either at the weekly meetings or on a camping trip or other troop-sponsored activity.
- B. The following actions will not be tolerated:
 - 1. Possession or use of any illegal drug.
 - 2. Possession or use of firearms.
 - 3. Possession or use of alcoholic beverages.
 - 4. Smoking or use of any tobacco product.
 - 5. Stealing.
 - 6. Profanity.
 - 7. Any form of hazing, harassment, or malicious behavior directed toward another scout.
 - 8. Participating in the above activities will result in disciplinary action that could include suspension or expulsion from the troop. Such suspension or expulsion, as well as the terms of reinstatement of a suspended scout, will be determined by the Scoutmaster with the concurrence of the Troop Committee.
- C. It is the policy of Troop 984 that Adult Leaders and other adult volunteers set the example and subscribe to the same conduct rules referred to above while participating in troop activities. The use of alcoholic beverages and tobacco products by adults should be avoided while in the presence of Scouts.
- D. **The 7 Steps of Discipline**
 - 1. In the event a scout violates any rules of our troop, the following steps will be taken. The steps will be taken with each instance. If the severity of the problem warrants, the scout may be skipped ahead one or more steps.
 - a. The Scout will be warned by the Patrol Leader.
 - b. The Scout will be warned by the SPL and the Patrol Leader.
 - c. The Scout will be required to write and sign a note acceptably explaining his inappropriate behavior. The Scout will meet with the PLC for counseling.
 - d. The Scout, his parent(s), the SPL and the Scoutmaster will meet.

- e. The Scout will not be allowed to participate in the next 3 troop activities.
- f. The Scout will be expelled from the troop.

X. RANK REQUIREMENTS AND RESPONSIBILITIES OF TROOP OFFICES

A. Elections

- 1. The troop committee will review a list of eligible SPL and PL candidates 1 month prior to elections.
- 2. SPL and PL elections will be one week apart, with SPL elections first.
- 3. SPL candidates will have the opportunity to address the troop the night of the SPL election prior to the election, and the new SPL will be announced the night of the election.
- 4. Administration of the election (distributing, collecting, and counting ballots) will be carried out by the SM and ASM(s) without involvement of scouts in this process.
- 5. The new SPL has one week to appoint a new ASPL. This must be announced prior to PL elections.
- 6. Following PL elections (one week after SPL elections), the new SPL must submit appointments for remaining PLC positions prior to the COH (when the new SPL and PLs installations occur).

B. All offices, elected or appointed, are for a term of 6 months.

C. ELECTED POSITIONS:

- 1. Senior Patrol Leader (must be Star or higher, and have previously served as PL)
 - a. Preside at all troop meetings, events, and activities.
 - b. Chair the Patrol Leaders Council (PLC) during the planning of the troop program and activities.
 - c. Appoint scouts to positions of leadership within the troop (Assistant Senior Patrol Leader, Quartermaster, Librarian, Historian, Chaplain Aide, Bugler, and any other troop leadership positions), with the advice and consent of the Scoutmaster.
 - d. Assign/delegate duties and responsibilities to other leaders.
 - e. Be responsible for troop discipline.
 - f. With the Scoutmaster and ASPL, run the Court of Honor.
 - g. Attend at least 85% of troop meetings during tenure as SPL (80% attendance at troop meetings during the 6 months prior to election is required of candidates running for SPL). Scoutmaster may appoint an ASPL to replace the SPL should the scoutmaster feel that the SPL's attendance is chronically lacking.
 - h. Set the example.

2. Patrol Leader (must be First Class or higher)
 - a. Plan and lead patrol meetings and activities.
 - b. Represent the patrol at the Patrol Leaders Council (PLC).
 - c. Appoint an Assistant Patrol Leader with the advice and consent of the Scoutmaster. The Patrol Leader must tell the Assistant Patrol Leader when he will be needed to fill in the event of an absence by the PL.
 - d. Keep patrol members informed.
 - e. Instruct patrol members in scouting skills.
 - f. Develop patrol spirit.
 - g. Prepare patrol for troop activities.
 - h. Participate in Junior Leadership Training.
 - i. Organize equitable and fair duty rosters for troop/patrol outings*.
 - j. Stay informed on the needs of patrol members for advancement by meeting with each regularly; help facilitate advancement of patrol members. Meet with patrol members 2 times per month during patrol breakout s to assess progress of patrol members toward rank advancement*.
 - k. Attend at least 80% of troop meetings during tenure as PL (80% attendance at troop meetings during the 6 months prior to election is required of candidates running for PL). Scoutmaster may appoint an APL to replace the PL should the scoutmaster feel that the PL's attendance is chronically lacking.
 - l. PL is responsible for inventory of patrol equipment on campouts/hikes and making sure that all equipment issued to his patrol is returned, as well as informing Quartermaster about lost or damaged equipment.
 - m. Set the example
 - a. *Note: Patrol leaders should keep in mind what the requirements are for advancement from Scout to First Class, and help facilitate the advancement of those in his patrol by allowing younger scouts to fulfill cooking and grub master responsibilities on campouts, teaching first aid requirements, fire building, etc.

D. For extenuating circumstances regarding attendance, exceptions will be taken under consideration. Details of these circumstances should be presented by the Scoutmaster to the committee for approval prior to the election.

E. APPOINTED POSITIONS

1. Assistant Senior Patrol Leader
 - a. Appointed by the Senior Patrol Leader
 - b. Must be eligible for SPL ,i.e., Star or higher)

- c. Helps the Senior Patrol Leader lead meetings and activities.
 - d. Runs the troop in the absence of the Senior Patrol Leader.
 - e. Helps train and supervise the Troop Scribe, Quartermaster, Instructor, Librarian, Historian, and Chaplin Aide.
 - f. Serves as a member of the PLC.
 - g. Expected to attend 80% of troop meetings.
2. Assistant Patrol Leader
- a. Appointed by the Patrol Leader.
 - b. Assistant Patrol Leader (any rank)
 - c. Helps the Patrol Leader plan and steer patrol meetings and activities.
 - d. Helps the Patrol Leader keep patrol members informed.
 - e. Serves as Patrol Leader when the PL cannot, including at PLC meetings.
 - f. Helps the patrol get ready for all troop activities.
 - g. Expected to attend 80% of troop meetings.
3. All appointments must be approved by the Scout Master.
4. Quartermaster (any rank)
- a. Appointed by the SPL
 - b. Keeps records on patrol and troop equipment
 - c. Makes sure equipment is in good working condition.
 - d. Makes suggestions for new or replacement items.
 - e. Works with the Troop Committee member responsible for equipment.
 - f. Gets the US, troop, and patrol flags for meetings and ceremonies and puts them away afterwards.
 - g. Organize equipment setup and checks 2X per year as a troop activity.
 - h. Expected to attend 80% of troop meetings.
5. Scribe (any rank)
- a. Appointed by the SPL
 - b. Attends and keeps a log of Patrol Leaders' Council meetings.
 - c. Records individual Scout attendance at troop meetings and outings.
 - d. Expected to attend 80% of troop meetings.
6. Librarian (any rank)
- a. Appointed by the SPL
 - b. Sets up and takes care of a troop merit badge book library.
 - c. Keeps records of books and pamphlets owned by the troop.
 - d. Adds new /replacement books as needed.
 - e. Keeps a system for checking books and pamphlets in and out*.
 - f. Follows up on late returns.
 - g. Expected to attend 80% of troop meetings.

- a. *The Librarian attaches an envelope to the inside back cover of all merit badge books, and insert a check out card in the envelope. When the book is checked out, the Librarian removes the card and files it in a 12-month file folder in the month representing 3 months after the book is checked out. The Librarian is responsible for keeping up with the check out records and tracking down books which are overdue. Scouts can check out up to three merit badge books at a time. If a scout loses a book, he can pay the treasurer for the book in order to continue being allowed to use the library. If he does not, he can check out no additional books until all books are returned or he pays for all lost books.
- 7. Historian (any rank)
 - a. Appointed by the SPL
 - b. Gathers pictures and facts about past troop activities and keeps them in a historical file or scrapbook.
 - c. Takes care of troop trophies, ribbons, and souvenirs of troop activities.
 - d. Keeps information about former members of the troop, Eagle Scouts of the troop past and present
 - e. Expected to attend 80% of troop meetings.
- 8. Chaplain Aide (any rank)
 - a. Appointed by the SPL
 - b. Helps plan for religious observance in troop activities.
 - c. Says Grace at Meals when the troop eats meals as a group.
 - d. Makes sure religious holidays are considered during troop program planning
 - e. Helps facilitate any scout who is interested in earning the religious emblem of his faith; keeps scouts informed on opportunities to attend centers at district/council level to work on earning religious emblems.
 - f. Expected to attend 80% of troop meetings.
- 9. Den Chief (any rank)
 - a. Knows the purposes of Cub Scouting.
 - b. Helps Cub Scouts advance through Cub Scout ranks.
 - c. Encourages Cub Scouts to join a Boy Scout troop upon graduation.
 - d. Assists with activities in the den meetings.
 - e. Is a friend to the boys in the den.
 - f. Meets with adult members of the den, pack, and troop as necessary.
 - g. Expected to attend 80% of troop meetings.
- 10. Junior Assistant Scoutmaster
 - a. An Eagle Scout 16-18 years old, appointed by Scoutmaster.

- b. Functions as an Assistant Scoutmaster.
 - c. Performs duties as assigned by the Scoutmaster.
 - d. Set the example by wearing your uniform correctly.
 - e. Set the example by being an active Scout.
11. Leadership Corp
- a. The Leadership Corp will assist with the troop leadership and will be given more adult like responsibilities.
 - b. The Corp will report to the ASPL and elect its own PL
 - c. The Corp will use the Leadership Corp book as their guideline.
 - d. The Corp will consist of Eagle scouts, former SPL's, the current SPL and the current ASPL.
 - e. An Assistant Scoutmaster will be assigned to the Corp. This ASM will be active with the Corp, provide them with guidance and direction.
 - f. All Corp members will be required to complete Youth Protection training within 1 month of becoming a member.
 - g. The Leadership Corp will eat meals at outings with the regular patrols as assigned by the SPL. They will serve as advisors only without cooking, cleaning, grubmaster or any other duties of the regular patrol.
 - h. The Leadership Corp will tent together as a patrol at Troop outings, and stand as a patrol at Troop meetings.

XI. RESPONSIBILITIES OF ADULT TROOP OFFICES

A. SCOUTMASTER RESPONSIBILITIES

- 1. Be responsible for the program and actions of the troop.
- 2. Act as an advisor to the Patrol Leaders Council.
- 3. Develop junior leaders.
- 4. Appoint Assistant Scoutmasters with the advice and consent of the Troop Committee.
- 5. Represent the troop at council or district planning function
- 6. Keep the Troop Committee informed and obtain assistance and support for the troop from the committee.
- 7. Attend Boy Scout Leader Training

B. TROOP COMMITTEE RESPONSIBILITIES

- 1. The purpose of a Troop Committee is to assist the Scoutmaster, as requested, and to provide overall guidance and direction for the troop. The troop committee meetings are run by the Troop Committee Chair. In Troop 984, parents are encouraged to participate in the Troop Committee meetings and to register as an adult scouter. The responsibilities of the troop committee are:
 - a. Set overall troop policies and the direction the troop is taking. Approve the annual calendar of events, and assist the scouts and adult leaders in the planning and preparation

- of the annual schedule. Assist as needed to procure special programs requested or required by the schedule.
- b. Schedule individual adult leaders to be responsible for troop outings such as monthly camping trips, summer camp, and other troop activities away from the church. Assist those leaders in scheduling parents to provide the transportation required for these outings.
 - c. Direct the troop fund raising projects, including selection of the project chairman, and obtaining parental participation and support.
 - d. Keep troop families informed about troop activities.
 - e. Assist adult scouters with the BSA registration process. This includes review of the application, checking of references, and recommending approval to the head of our chartering organization, Dardenne Presbyterian Church.
 - f. Select the Troop Treasurer and approve his/her method of operation. Review and approve the annual troop budget.
 - g. Select and approve, in consultation with the Scoutmaster and Chartered Organization Representative as appropriate, other troop adult leaders such as the Committee Chairman, Scoutmaster, Advancement Chairman, Quartermaster, and other necessary positions.
 - h. Prepare for the annual troop re-registration with the Scout Office.
 - i. All motions raised during meetings of the committee will be voted upon, with a majority carrying the vote. The Scoutmaster does not have a vote on the troop committee, as the troop committee is an oversight body. A minimum of 6 individuals present is required for an issue to be brought to a vote. In situations with less than 6 committee members present, the issue will be tabled to a later meeting. Each family present can cast a single vote.
 - j. Modifications to the “Troop 984 Parent Guide and Troop Guidelines” must be approved by the Troop Committee as an official motion and voted on per above. Recommendations from the scout Patrol Leaders Council must be submitted to the Troop committee in writing for consideration.
 - k. Troop Expenses
 - a. Purchasing troop items-requirements for reimbursement: With the exception of advancements (including epaulets and neckerchiefs) and patrol box supplies, purchase of any other items requires agreement of three committee members in order for the purchase to be reimbursable. These three members include the person purchasing the

item, the treasurer, and one additional committee member.

b. Transportation

- i. Each travel event will have an event coordinator. The event coordinator will be responsible for:
 1. Organizing and recruiting event drivers.
 2. Determining the safest and most economical way to travel.
 3. Collecting gas receipts for reimbursement at the end of the event.
 4. Coordinating with the troop treasurer to compute travel cost per attendee and reimbursement for drivers.
- ii. Reimbursed travel costs are defined and limited by the following:
 1. The trailer driver is reimbursed at every event.
 2. All other drivers will be reimbursed only for events outside of St. Louis City, St. Louis, St. Charles, Warren and Lincoln Counties.
 3. All reimbursed drivers must be approved by the event coordinator.
 4. All approved drivers are exempt from the travel cost.
 5. All reimbursement is for actual cost.
 6. Actual cost is defined by drivers arriving with full fuel tanks, (verifiable by the event coordinator) and refueling during and/or after the event.
 7. All reimbursement receipts must be turned into the event coordinator immediately following the event.
- iii. Travel cost per attendee is determined by the total reimbursed travel cost divided by the number of attending scouts and non-driving adults. This is computed by the event

coordinator in cooperation with the troop treasurer.

C. ADULT OUTING COORDINATOR RESPONSIBILITIES

1. Adult trip leaders are essential to the overall planning and execution of troop outings such as monthly camping trips, summer camp, and other troop outings away from the church. A minimum of two adults is required by BSA policy on all outings. The scoutmaster, Senior Patrol Leader and other leadership scouts assist and are actively involved in trip planning and trip activities, but specifically assigned adult trip leaders are necessary to carry out certain steps and to support the regular troop leaders.
2. The following list of responsibilities serves as a guideline and checklist for adult trip leaders to follow:
 - a. Research and investigate information about the proposed destination.
 - b. Make reservations and arrangements with the ranger, outfitter, resort, etc.
 - c. For trip costs: (a) Prepare an estimated budget and, if troop funds are to be used, obtain appropriate approval; (b) Collect and record money (other than routine patrol food expense); (c) Keep a record of and obtain receipts for expenses incurred; (d) Turn in to the Troop Treasurer all collections, receipts or documentation for expense payments, and a final summary report accounting for the money collected and expenses paid.
 - d. Check the informational handout pertaining to the outing prepared by the scout coordinator on the outing. Verify that it includes dates and times to meet for departure and for return pickup; food, money, and special equipment requirements; planned activities; merit badge preparation work; other pertinent information. This handout should typically be distributed 4 Thursdays prior to the weekend of the trip. The sign-up deadline should typically be 2 Thursdays prior to the weekend of the trip.
 - e. Determine and record planned scout and adult participation. Shortly after the sign-up deadline (typically within 24 hours), provide a list of scouts and adults signed up to the Scoutmaster so that he can review any special planning needs.
 - f. Plan the menu, food purchase, meal cooking and preparation for the adult patrol. For certain special trips, plan and purchase food for all participants. (On most routine weekend camping trips, scout patrols carry out their

own menu planning, food purchasing, meal cooking and preparation.)

- g. Obtain and prepare a BSA Tour Permit complete with all required information and signatures. Make a copy for the Scoutmaster to turn in to the church, and then turn it in at the Scout Office. This should be done a week in advance. However for trips greater than 500 miles from St. Louis, a National BSA Tour Permit is required and must be turned in 6 weeks in advance.
- h. Procure needed adult participation, including any special skill requirements and certifications.
- i. Organize drivers and transportation.
- j. Assist in planning trip activities, merit badge work, etc.
- k. Go on the trip.
- l. Note: In most cases, activities will have both a scout coordinator and an adult coordinator. It is the intent of the troop to allow the scout to coordinate as much of the activity as possible in order to build upon his communication and leadership skills. Thus, the adult coordinator should allow the scout to do as much of the planning as the adult feels the scout can handle comfortably.

XII. TROOP HIGH ADVENTURE AND SUMMER CAMP ROTATIONS

- A. A High Adventure camp should be offered every year with a 3 year cycle of Opik, Sea Base and Philmont.
- B. The Troop will offer In Council and Out of Council rotation for summer camp every other year.

XIII. FUNDRAISING/INDIVIDUAL SCOUT ACCOUNTS

- A. Troop 984 may conduct a number of fundraisers throughout the course of the year. In most cases, these fundraisers will be for the purpose of a scout to raise money to cover his dues, annual registration fees, enrollment fees in summer camps or other long term camps, or his Eagle Court of Honor, and the profit generated by a scout will be deposited into his "Individual Scout Account". Individual Scout Accounts are used for these purposes only, and not to pay for personal equipment. Individual Scout Accounts can be used to pay for components of the complete BSA uniform, excluding shoes. This includes the Class A shirt, BSA pants or shorts, BSA sock, a scout belt, and/or the merit badge sash. In order to get reimbursed for these expenses, the scout or parent must present a receipt to the treasurer, and the items must be purchased at an official scout uniform retailer (Scout Shop or Thros). The Troop Committee will determine which outings qualify as "long term camps". Participation in

these types of fundraisers is strongly encouraged to help teach the scout to pay his own way, but is not mandatory. The annual popcorn sale is an example of a voluntary fundraiser of this type. Should a boy leave scouting, the money in his account will revert to the general troop fund, i.e., a check will not be written to the boy upon leaving. However, if the scout transfers to another scouting unit, a check for the amount of his individual scout account balance will be sent by the Troop Treasurer to the scout's new unit.

- The troop reserves the right to hold one annual fundraiser for the sole purpose of generating troop funds to be used for troop expenses, such as, but not necessarily limited to troop equipment. The number of fundraisers of this type in a calendar year will be limited to one, and any increase will only occur if approved by the Troop Committee. Participation by all scouts in fundraisers of this type is mandatory, and parental involvement in these fundraising events is also strongly encouraged and appreciated. Participation by a scout will count as a troop event towards those required for Second Class and First Class. Scouts can voluntarily opt out of a fundraiser by paying a fee, the amount of which will be established by the Troop Committee. If multiple scouts from a single family opt out, this fee would apply to each scout in the family. Opting out of a mandatory fundraiser will not count as participation in a troop event towards the Second Class and First Class requirements.

- New Scout Fundraiser Policy – New scouts are classified as those that have crossed over from a cub scout pack. Transfer scouts are not considered a new scout. New scouts have the choice to participate in the fundraiser. If they do participate in the fundraiser, 100% of their sales will go to their scout account. If they choose to not participate, the new scout is not subject to the \$50 buyout. Note: Eagle scouts are not subject to monthly troop dues but are responsible for any other cost within the troop, including annual troop fundraiser.

XIV. UNIFORM USED BY TROOP 984

Troop 984 Boy Scout Uniform code

Mission Statement per BSA Scout Training:

The Uniform makes the Scout Troop visible as a force of good, creates a positive youth image in the community and gives the boys a sense of belonging.

- a. A complete Official Scout Field Uniform (formerly Class A), including official BSA pants or shorts, is expected to be worn at:
 - ❖ Scoutmaster Conferences for ranks of Star and above.
 - ❖ Boards of Review for the ranks of Star and above
 - ❖ OA Functions
 - ❖ Eagle Board of Reviews
 - ❖ All Award Ceremonies and Dress Events, for example:

- Court of Honor
 - District Dinners
 - Scout Sunday
 - Official Webelos visits
- ❖ Other events at the Scoutmaster's discretion

For Scoutmaster Conferences and Boards of Review for ranks up to and including First Class, the minimal scout uniform accepted is the official Field Uniform Scout shirt, neckerchief, and the merit badge sash if the scout has been awarded merit badges, but *Scouts are strongly encouraged to wear the complete Official Scout Uniform if they own it.*

Boys will be expected to own a complete Official Scout Field Uniform, including official Boy Scout pants or shorts, upon earning the rank of First Class.

Complete Official Scout Field Uniform is as follows:

1. Official BSA Field Uniform shirt with:
 - Green shoulder loops
 - World Crest (centered above left pocket about 2" or more)
(buy with shirt)
 - Left pocket patches:
 - Badge of Rank
 - Arrow of Light, if earned (centered just below left pocket)
 - Right pocket patches:
 - OA District Patch (if earned)
 - BSA Temporary Hanging badges (if earned)
 - Left sleeve patches:
 - GSLAC council strip (buy with shirt)
 - Troop 984 numbers (provided by the troop)
 - Leadership position (if applicable)
 - Trained emblem (if earned)
 - Right sleeve patches:
 - American flag (buy with shirt)
 - Patrol patch (provided by the troop)
 - Quality Unit for current year (if earned by troop)
2. Official BSA shorts or pants
3. BSA Belt (Scout web or leather belt with scout buckle)
4. Troop Neckerchief and slide (provided by the troop)
5. Merit badge sash, worn across the right shoulder, for Courts of Honor, Boards of Review, Scoutmaster Conferences, and other formal occasions
6. BSA Scout socks
7. Dark shoes or boots

b. Troop Meetings:

For regular troop meetings between September 1st and May 31st , the uniform is as follows:

1. BSA Field uniform shirt (formerly Class A)
2. Official BSA Scout pants or shorts (Preferred)
3. Shoes or boots appropriate for the occasion (i.e. boots for hiking, tennis shoes for games, etc)

Note: Scouts wearing a t-shirt underneath will be allowed to remove the uniform shirt for games and/or inter-patrol competitions.

For regular troop meetings in June, July or August (summer), BSA Activity t-shirt (formerly Class B Uniform) can be worn as an alternative to the Field Uniform shirt.

On the First Thursday of Month we will have a Troop Meeting Patrol inspection. You will need to be in full Class A uniform. Points will be awarded to each patrol. Patrol with the most points each month/quarter gets a prize as chosen by the boys.

- c. Adult leaders are encouraged to also participate in the uniform inspection, including but not limited to the Scout Troop Committee Chair, Scoutmaster, Assistant Scoutmasters, Treasurer, Secretary, Quartermaster, Troop Committee Members if they have a uniform. This is not meant to discourage new Adults from leadership roles.

- d. Troop uniform store/exchange:

Troop will hold Uniform swap nights in March/April and again in August/September, where boys/leaders bring what they've grown out of to sell or donate. Troop 984 t-shirts are available for purchase from the Troop.

- e. Deviations from the Complete Official Scout Uniform can be requested and approved at the Scoutmaster's discretion for Scouts and Scout families with extenuating circumstances (i.e. Financial, Special sizing/fit considerations).

- f. The official Scout Uniform can be purchased online at www.scoutstuff.org or in person at Thro's Clothing in St. Charles, or at one of two Greater St. Louis Area Council Scout Shops: 11481 Page Service Dr., 63146 314-872-3334 or 4568 West Pine Blvd., 63108 314-361-0600

XV. CAMPING EQUIPMENT

- A. The troop utilizes an adult and scout Quartermaster to insure that the equipment is kept in good repair and is available in sufficient numbers for all troop activities. Equipment needs can be brought to the attention of the Troop Committee, and the committee will decide whether such equipment is warranted and affordable at any point in time. No equipment is to be removed from storage without being coordinated with the Quartermaster and being signed out. It is the policy of Troop 984 that troop equipment will not be loaned out to individuals or other groups for any purpose, unless specifically approved by vote of the Troop Committee.
- B. CAMPING EQUIPMENT CHECKLIST
- C. This is a complete checklist of camping equipment that every scout needs for weekend camping. The council puts out a similar list for summer camp. (If used as a packing list, items worn would be included.) Notes below give additional information about items marked with an asterisk.



- D.  Camping Equipment Checklist for Troop 984 Scouts
 - 1. For every campout:
 - a. Pack or Duffel Bag (with all your gear inside or attached)
 - b. Sleeping bag in waterproof stuff sack
 - c. Full uniform (worn going and returning from all trips)
 - d. Troop T-shirt
 - e. Change of clothes (ideally, clothes you can get dirty)
 - f. Extra socks and underwear
 - g. Hiking shoes / extra sneakers
 - h. Sweatshirt or light jacket
 - i. Flashlight (with new batteries)
 - j. Poncho or waterproof raincoat
 - k. Folding knife (only with toten chit)
 - l. Mosquito repellent (non-aerosol)
 - m. Sunscreen
 - n. Scout handbook, pen and paper
 - o. Toiletries (toothbrush, soap, towel, etc.)
 - p. Plastic ground cloth (shower curtain to protect tent floor)
 - q. 1 qt canteen or water bottle
 - r. Personal 1st Aid Kit
 - s. Matches in waterproof container
 - t. Several sheets of newspaper in a large Ziploc bag
 - u. Knife, Fork and Spoon
 - v. Plate, Bowl, Cup
 - 2. Seasonal items:
 - a. Waterproof boots
 - b. Warm winter coat
 - c. Thermal underwear, tops and bottoms
 - d. Warm hat
 - e. Gloves
 - f. Swim trunks

3. Optional items:
 - a. Air mattress or foam pad
 - b. Small folding chair
 - c. Mesh dunk bag
 - d. Sunglasses
 - e. Inexpensive watch
 - f. Camera
 - g. Compass
 - h. 50 feet 1/8 inch nylon rope
4. Please don't bring:
 - a. Radios, TV's, Electronic Games, etc.
 - b. Fireworks
 - c. Sheath knives
 - d. Liquid or propane fuel stoves or lanterns, unless specifically approved by the Scoutmaster
 - e. No aerosol or glass items, please!
5. Food
 - a. All food for campouts and outings, unless otherwise noted by the Scoutmaster, is to be purchased by the patrol grub master or a grub master acting for the entire troop. Occasionally, scouts will be told to bring a sack lunch on an event. Otherwise, scouts are not permitted to bring their own food and drinks (other than water) on scout campouts. Snacks for hikes should be approved by the Scoutmaster.
6. Boots
 - a. Boots are required on all Troop 984 camping trips. Sturdy, waterproof hiking boots that are 6 to 8 inches high are recommended. Sneakers (which don't have sturdy soles nor have adequate ankle support nor are waterproof) are not recommended for hiking. All boots must be treated for wet weather and broken in prior to wearing on the trail.
7. Rain Gear
 - a. Rain gear is always required. A water-proof rain jacket/suit is best, but a poncho will suffice. Also, a rain-proof pack cover is needed. A large plastic garbage bag can be used as a temporary pack cover.
8. Sleeping Bag
 - a. A sleeping bag good to 15 degrees is sufficient. It must have a waterproof stuff bag. It should not be bulky or heavy. The scout should have a pad to put under the sleeping bag for comfort and insulation from the ground.
9. First Aid Kit
 - a. A small personal first aid kit should include a few band aids, antiseptic, and moleskin. (Any medication a scout may need should be brought to the attention of the Scoutmaster or appointed adult leader.)

10. Stuff Bags

- a. Small stuff bags and zip-lock freezer bags, gallon and various smaller sizes, are useful for a number of needs. Clothes and other items should be packed in them to be kept organized and waterproof. Zip-lock bags can also be used to pack out trash. Several spares are handy.

Modifications:

Date **Approval**

6/15/2006 Committee Meeting

Transportation (added to XI.B.1.k.b)

1. *All riders (scouts and adults) pay 4 cents per mile.*
2. *The driver pulling the trailer shall be reimbursed at 35 cents per mile*
3. *Drivers hauling people/gear shall be reimbursed for money spent on gas.*
4. *Every driver must fill their tank before leaving on the scheduled event.*
5. *It is incumbent on the organizer of an outing to minimize the number of vehicles used.*

8/10/2006 Committee Meeting

Scout Account (removed as referenced below)

Motion made to remove the words “weekend outings or” from section XII of the Parent Guide.

The 7 Steps of Discipline (added to IX.D)

In the event a scout violates any rules of our troop, the following steps will be taken. The steps will be taken with each instance. If the severity of the problem warrants, the scout may be skipped ahead one or more steps.

- The Scout will be warned by the Patrol Leader.*
- The Scout will be warned by the SPL and the Patrol Leader.*
- The Scout will be required to write and sign a note acceptably explaining his inappropriate behavior.*
- The Scout will meet with the PLC for counseling.*
- The Scout, his parent(s), the SPL and the Scoutmaster will meet.*
- The Scout will not be allowed to participate in the next 3 troop activities.*
- The Scout will be expelled from the troop.*

11/9/2006 Committee Meeting

Revised TROOP 984 REGISTRATION FEE SCHEDULE to reflect increase of New Scout Fee from \$20 to \$60 and to increase Boys Life fee from \$11 to \$12

9/17/2007 Committee Meeting

Section XI.B.1.i : Removed Assistant Scoutmasters exclusion from voting privileges on Troop Committee.

4/18/2011

Committee Meeting

Section II.B.: Changed monthly dues from "\$10.00" per month to "\$5.00" per month.

Section II.D.: Changed "Typically, for a weekend campout, \$10 is collected by the patrol leader from each scout for the cost of food" to "Typically, for a weekend campout, additional fees will include the cost of food and transportation. These fees will be collected by the Treasurer or deducted from the scouts individual account balance."

Troop 984 Registration Fee Schedule (Pg 4): Changed Recharter Month from "March" to "January" including reorganization of fee schedule. Removed from Rechartering – "\$10 for adults" and added "Rechartering for registered adult members is \$10.00 and will be paid out of the General Fund of Troop 984."

Section IV.A.: Changed meeting day from "Monday" to "Thursday."

Section IV.C.: Changed PLC Meeting from "3rd Thursday at 7:00" to "3rd Monday at 6:00." Changed troop committee meeting from "3rd Thursday" to "3rd Monday."

Section VII.A.: Changed "Monday" to "Thursday."

Section VIII.C.: Changed age of Physical from "3" years to "2" years.

Section XIV.B.1.k.b.i-iii:

i. Added All riders (scouts and adults) pay 6 cents (\$0.06) per mile.

ii - The driver pulling the trailer shall be reimbursed at 2.25 cents (\$0.0225) per mile times the number of participants attending the event. If two trailers are pulled the above reimbursement is to be divided equally in half.

iii - Each adult driver transporting participants shall be reimbursed at 3.25 cents (\$0.0375) per mile times the number of participants attending the event; to be divided equally among each adult driver.

Section XI.C.2.4: Changed "Monday" to "Thursday."

Section XIII.B.2.: Changed "Red" shoulder loops to "Green" shoulder loops.

03/19/2012

Committee Meeting

Section II.E.: Added "NYLT: The Troop will cover up to half the cost of course fee. The amount available is to be determined by the Troop Committee on an annual basis, and will be divided by the number of boys applied to attend that year. "

Section XII.A.: Added "New Scout Fundraiser Policy – New scouts are classified as those that have crossed over from a cub scout pack. Transfer scouts are not considered a new scout. New scouts have the choice to

participate in the fundraiser. If they do participate in the fundraiser, 100% of their sales will go to their scout account. If they choose to not participate, the new scout is not subject to the \$50 buyout. Note: Eagle scouts are not subject to monthly troop dues but are responsible for any other cost within the troop, including annual troop fundraiser.”

Section XIII: Entire section modified to read:

“Troop 984 Boy Scout Uniform code

Mission Statement per BSA Scout Training:

- ❖ *The Uniform makes the Scout Troop visible as a force of good, creates a positive youth image in the community and gives the boys a sense of belonging. A complete Official Scout Field Uniform (formerly Class A), including official BSA pants or shorts, is expected to be worn at: Scoutmaster Conferences for ranks of Star and above.*

- ❖ *Boards of Review for the ranks of Star and above*

- ❖ *OA Functions*

- ❖ *Eagle Board of Reviews*

- All Award Ceremonies and Dress Events, for example:
Court of Honor*

- District Dinners*

- Scout Sunday*

- Official Webelos visits*

- ❖ *Other events at the Scoutmaster’s discretion*

For Scoutmaster Conferences and Boards of Review for ranks up to and including First Class, the minimal scout uniform accepted is the official Field Uniform Scout shirt, neckerchief, and the merit badge sash if the scout has been awarded merit badges, but Scouts are strongly encouraged to wear the complete Official Scout Uniform if they own it.

Boys will be expected to own a complete Official Scout Field Uniform, including official Boy Scout pants or shorts, upon earning the rank of First Class.

Complete Official Scout Field Uniform is as follows:

1. Official BSA Field Uniform shirt with:

Green shoulder loops

World Crest

(centered above left pocket about 2" or more) (buy with shirt)

Left pocket patches:

Badge of Rank

Arrow of Light, if earned (centered just below left pocket)

Right pocket patches:

OA District Patch (if earned)
BSA Temporary Hanging badges (if earned)

Left sleeve patches:

GSLAC council strip (buy with shirt)
Troop 984 numbers (provided by the troop)
Leadership position (if applicable)
Trained emblem (if earned)

Right sleeve patches:

American flag (buy with shirt)
Patrol patch (provided by the troop)
Quality Unit for current year (if earned by troop)

- 2. Official BSA shorts or pants*
- 3. BSA Belt (Scout web or leather belt with scout buckle)*
- 4. Troop Neckerchief and slide (provided by the troop)*
- 5. Merit badge sash, worn across the right shoulder, for Courts of Honor, Boards of Review, Scoutmaster Conferences, and other formal occasions*
- 6. BSA Scout socks*
- 7. Dark shoes or boots*

B. Troop Meetings:

For regular troop meetings between September 1st and May 31st, the uniform is as follows:

- 1. BSA Field uniform shirt (formerly Class A)*
- 2. Official BSA Scout pants or shorts (Preferred)*
- 3. Shoes or boots appropriate for the occasion (i.e. boots for hiking, tennis shoes for games, etc)*

Note: Scouts wearing a t-shirt underneath will be allowed to remove the uniform shirt for games and/or inter-patrol competitions.

For regular troop meetings in June, July or August (summer), BSA Activity t-shirt (formerly Class B Uniform) can be worn as an alternative to the Field Uniform shirt.

On the First Thursday of Month we will have a Troop Meeting Patrol inspection. You will need to be in full Class A uniform. Points will be awarded to each patrol. Patrol with the most points each month/quarter gets a prize as chosen by the boys.

C. Adult leaders are encouraged to also participate in the uniform inspection, including but not limited to the Scout Troop Committee Chair, Scoutmaster, Assistant Scoutmasters, Treasurer, Secretary, Quartermaster, Troop Committee Members if they have a uniform. This is not meant to discourage new Adults from leadership roles.

D. Troop uniform store/exchange:

Troop will hold Uniform swap nights in March/April and again in August/September, where boys/leaders bring what they've grown out of to sell or donate. Troop 984 t-shirts are available for purchase from the Troop.

E. Deviations from the Complete Official Scout Uniform can be requested and approved at the Scoutmaster's discretion for Scouts and Scout families with extenuating circumstances (i.e. Financial, Special sizing/fit considerations).

F. The official Scout Uniform can be purchased online at www.scoutstuff.org or in person at Thro's Clothing in St. Charles, or at one of two Greater St. Louis Area Council Scout Shops: 11481 Page Service Dr., 63146 314-872-3334 or 4568 West Pine Blvd., 63108 314-361-0600

4/15/2013 Committee Meeting

Added to X.E.11.

- g. The Leadership Corp will eat meals at outings with the regular patrols as assigned by the SPL. They will serve as advisors only without cooking, cleaning, grubmaster or any other duties of the regular patrol.
- h. The Leadership Corp will tent together as a patrol at Troop outings, and stand as a patrol at Troop meetings.

Revised XI.B.k.b.:

- b. Transportation
 - iv. Each travel event will have an event coordinator. The event coordinator will be responsible for:
 - 5. Organizing and recruiting event drivers.
 - 6. Determining the safest and most economical way to travel.
 - 7. Collecting gas receipts for reimbursement at the end of the event.
 - 8. Coordinating with the troop treasurer to compute travel cost per attendee and reimbursement for

drivers.

v. Reimbursed travel costs are defined and limited by the following:

8. The trailer driver is reimbursed at every event.

9. All other drivers will be reimbursed only for events outside of St. Louis City, St. Louis, St. Charles, Warren and Lincoln Counties.

10. All reimbursed drivers must be approved by the event coordinator.

11. All approved drivers are exempt from the travel cost.

12. All reimbursement is for actual cost.

13. Actual cost is defined by drivers arriving with full fuel tanks, (verifiable by the event coordinator) and refueling during and/or after the event.

14. All reimbursement receipts must be turned into the event coordinator immediately following the event.

vi. Travel cost per attendee is determined by the total reimbursed travel cost divided by the number of

attending scouts and non-driving adults. This is computed by the event coordinator in cooperation with the troop treasurer.

XVI. REGISTRATION, DUES and other FEES

B. Added: Troop 984 assesses a \$50 yearly fee to each Scout. This fee covers rank awards, merit badges, trailer maintenance, troop equipment, etc. This fee is charged to Scouts account on May 1.

I. Mission – added 9-16-13 Committee meeting

All members of this unit are expected to conduct themselves in a manner consistent with the standards of the chartering organization, Dardenne Presbyterian Church.

Troop 984 - Bylaw Amendments voted and passed on February 17, 2014

II. Registration, Dues and other Fees

Insert new section to be labeled “C” and move the sections that follow down in the alphabet

C. Adult fees - Adults providing travel and/or participating in any scouting activity, outside of weekly troop meetings, must be registered with GSLAC and the BSA in order to be covered under BSA insurance policies. Annual fees for registered adults are the responsibility of the adult volunteer.

- Exceptions to the above are the following Troop Committee Positions. The troop will absorb fee associated with these volunteers only:
 - Scoutmaster
 - Troop Committee Chairperson

V. Parental Involvement

New section “C”

C. See section II, C for information regarding adult fees associated with parental involvement in the troop.

IV. Typical Meeting Format

New section “D”

D. On days when feeder school districts cancel classes, the Scoutmaster, at his or her discretion in collaboration with the Committee Chair, Senior Patrol Leader and Assistant Scoutmasters, may elect to either cancel the Troop meeting or hold the Troop meeting as scheduled. If the Troop meeting remains scheduled, any scout not in attendance will not be penalized in regard to the 80% participation standard.

VII. Attendance Policy

New Section "C"

On days when feeder school districts cancel classes, the Scoutmaster, at his or her discretion in collaboration with the Committee Chair, Senior Patrol Leader and Assistant Scoutmasters, may elect to either cancel the Troop meeting or hold the Troop meeting as scheduled. If the Troop meeting remains scheduled, any scout not in attendance will not be penalized in regard to the 80% participation standard.