

Troop 2 Policies and Procedures (Bylaws)



**Boy Scouts of America
Pikes Peak Council
Frontier District**

**Ambassadors Sunday School
First Presbyterian Church
Colorado Springs, Colorado**

2012 Revision

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Chapter 1 — Bylaws

1.1 — Introduction to the Bylaws of Troop 2

These bylaws reflect the standards and expectations of the Boy Scouts of America, First Presbyterian Church/Ambassadors Sunday School Class, and Troop 2 of Colorado Springs.

These Policies and Procedures (bylaws) are not rigid rules, but provide guidelines and goals for the operation of Troop 2 of the Boy Scouts of America, sponsored by First Presbyterian Church, Colorado Springs, Colorado. We must apply them using common sense and fairness. The Policies and Procedures devote much space to the Scoutmaster's responsibilities, because his performance is the key to a successful troop, and because all other troop jobs support the Scoutmaster's efforts.

In general, these bylaws are designed and articulated so that they:

- Are consistent with the BSA national guidelines.
- Are consistent with the values of First Presbyterian Church and the Ambassadors Sunday School Class—our chartering organization.
- Support the mission and vision of Troop 2 as articulated by the members and leaders of Troop 2.

This document is a constant work in progress. As Troop 2 continues to evolve, so too will these bylaws. Each rule or guideline was established for a very good reason and probably has a good story behind it. Read this document carefully and follow all of our bylaws to the best of your ability. Come camping with us and listen to all the wonderful stories of Troop 2 and Scouting!

1.2 — Enforcement, Interpretation, and Changes of Bylaws

The Scoutmaster, the Committee Chair, and the Troop 2 Committee, are empowered to enforce all bylaws. All registered leaders of Troop 2 are expected to support, in word and action:

- All policies, procedures, and guidelines of Boy Scouts of America.
- All values and policies of First Presbyterian Church and the Ambassadors Sunday School Class.
- All bylaws of Troop 2.

The Troop 2 Committee has final authority over any question of interpretation of the Troop 2 Bylaws. The troop committee must approve all changes to Troop 2 Policies and Procedures (Bylaws).

The Troop 2 bylaws should be used regularly, formally reviewed annually, and should be changed by the committee whenever....

- There is a conflict between the bylaws and policies and procedures of BSA, First Presbyterian Church, and/or the Ambassadors Sunday School Class.
- There is an issue around safety that needs to be clarified or improved.
- The Troop 2 leadership and Committee want to make a change that is in the best interest of the troop, the Scouts, and Troop 2 membership.

1.3 — Waiving of Bylaws

In certain unforeseen circumstances, a Troop 2 bylaw may need to be temporarily waived for issues such as safety, adequate supervision, transportation, or other important issues that impact the well-being of Troop 2, the Scouts, or any of its members. The Scoutmaster, in consultation with the Committee Chair, is empowered to temporarily waive bylaw(s), when, in their judgment, doing so is in the best interest of Troop 2 and its members.

If a bylaw is temporarily waived, the Scoutmaster and Committee Chair are expected to:

- Give a complete explanation to the Troop Committee within 30 days.
- Immediately review the bylaws to see if a revision in policy is needed.

- Communicate to the Pikes Peak Council if there is a serious problem.

1.4 — Revision History

Original: 1917

2012 Revision: Completed March 2012. Approved June 2012. Contributing to this revision:

- Kathy Solomon, Assistant Scoutmaster
- Dan White, Committee Chair
- Bruce Roberts, Scoutmaster
- Kellie Finley, Assistant Scoutmaster
- Troop 2 Committee
- Troop 2 Adult leadership and members of Troop 2
- Troop 2 Patrol Leaders Council

Chapter 2 — Overview of Scouting and Troop 2 Goals

2.1 — Original Charter of the Boy Scouts of America

The original charter of the Boy Scouts of America by the United States Congress, June 15, 1916:

"That the purpose of this corporation shall be to promote, through organization and cooperation with other agencies, the ability of boys to do things for themselves and others, to train them in Scoutcraft, and to teach them patriotism, courage, self-reliance, and kindred virtues, using the methods which are now in common use by Boy Scouts."

2.2 — Troop 2 Philosophy

In Troop 2, we want to teach our Scouts to be fully engaged citizens, leaders, and outdoorsmen--to set the example, to stand up for what they know is right. We want to teach our Scouts to strive to live by the values set forth in the Scout Oath and Scout Law. We want our Scouts to be honest, to set high goals for themselves, and to be achievers.

2.3 — BSA Policies

The Scoutmaster and Assistant Scoutmasters (Scout Leaders) need the training, knowledge, and initiative to make sure that Troop 2 operates in full accord with the Charter and Bylaws and the Rules and Regulations of the Boy Scouts of America (BSA) and with all applicable BSA policies and procedures. The troop committee needs to acquire the training and knowledge to meet their responsibility and to ensure that the Scout Leaders so operate the troop. Primary resources for Scouting knowledge are the Scoutmaster Handbook, Boy Scout Handbook, Troop Committee Guidebook, and any other BSA approved leadership management resource.

An on-going goal of Troop 2 is the development of leadership. Therefore, it should be an on-going goal of the Troop 2 Committee to support as much leadership training as possible for our adult leaders as well as our Scouts.

2.4 — BSA Aims and Methods

Troop 2 uses all the Eight Methods of Scouting to achieve the Three Aims of Scouting, as explained in the Scoutmaster Handbook.

- **Three Aims of Scouting:** To develop future Leaders with:
Strong CHARACTER
Good CITIZENSHIP

Physical, mental, emotional, and moral FITNESS

- **Eight Methods of Scouting:**
 1. Scouting Ideals (Promise, Law, Motto, Slogan)
 2. Patrol System
 3. Advancement
 4. Outdoor Program
 5. Adult Role Models
 6. Leadership Development
 7. Personal Growth
 8. Scout Uniform

2.5 — Scouting Values in Troop 2

We expect all troop leaders to stress moral and ethical values, in Scouting and in their daily lives, especially by doing their best to live in accordance with the Scout Law and Scout Promise.

The moral values stressed in Troop 2 will be defined and/or influenced by:

- The Boy Scouts of America.
- First Presbyterian Church and the Ambassadors Sunday Class.

The Scoutmaster, adult leaders, Committee Chair, Troop Committee, Boy Scouts, and all Troop 2 members will make sure that Troop 2 operates in full accord with the values of Scouting and all applicable BSA policies and procedures.

2.6 — Challenge and Adventure

Challenge and adventure are vital elements to maintain the interest of the Scouts and to help them develop leadership and self-confidence. We must do everything we can to include these elements in every aspect of our troop program.

2.7 — Leadership Development

Scouting teaches leadership. The best way to learn leadership is to practice it by holding leadership responsibilities. As Scouts mature in the troop, they become directly responsible for the development of the younger Scouts.

Senior Scouts, under the watchful guidance of the Scoutmaster and other leaders, will plan, execute, and evaluate the Troop 2 program.

In Troop 2, a Senior Scout should be considered Troop 2's model Boy Scouts—Scouts well on their way to Eagle. In Troop 2, a Senior Scout is defined as a Boy Scout who:

- Has reached the rank of Star or higher.
- Consistently demonstrates mature, safe, considerate behavior.
- Enthusiastically supports the BSA program and attends Troop 2 events on a regular basis.
- Demonstrates positive leadership and care for other Scouts in the troop.

2.8 — First Presbyterian's Guidance/Approval of the Bylaws

Troop 2 is currently sponsored by the Ambassadors Sunday School Class of First Presbyterian Church in Colorado Springs. Therefore, the Ambassador's Sunday School Class is Troop 2's chartering organization. The Ambassador's class has been sponsoring Troop 2 for over 50 years.

Because the Ambassador Sunday School Class answers to First Presbyterian Church, ultimately, Troop 2 must adhere to all First Presbyterian Church policies. When church policy and BSA practice come into conflict, the Troop 2 Committee will work with First Presbyterian Church leadership to find a solution.

The chartering organization (Ambassadors and First Pres.) appoints a Chartered Organization Representative (Scouting Coordinator or Institutional Representative) to be the key liaison between the troop and the chartered organization. The COR must approve changes to Troop 2 bylaws.

The chartering organization has the ultimate responsibility to ensure that the troop:

- Operates in full accord with all BSA policies.
- Adheres to all policies of First Presbyterian Church.

2.9 — Age of Troop 2

Troop 2 is the oldest continuously chartered Boy Scout Troop in the Pikes Peak Region and is one of the oldest in the United States.

Troop 2 was first chartered on October 1, 1917 by former President Theodore Roosevelt, with 9 Scouts at First Presbyterian Church, Colorado Springs, Colorado—sixteen months after the Boy Scouts of America was first chartered by the United States Congress, June 15, 1916. Troop 2 is the oldest mission of the church. (Theodore Roosevelt served as president from 1901-1909. Woodrow Wilson was president at the time Troop 2 was chartered.)

Theodore Roosevelt was an enthusiastic proponent of the Scouting movement. The Boy Scouts of America gave him the title of **Chief Scout Citizen**, the only person to hold such title.

All Boy Scout troops signify the official age of their troop by wearing a *tenure bar* on their uniform. To determine the age of a troop, find their tenure bar on their uniform. If a troop allows its charter to lapse or starts over/reorganizes with a different chartering organization, the troop loses its seniority and starts over.

Because Troop 2 is 94 years old, we wear a 90-tenure bar on our uniform. When Troop 2 turns 95 on October 1, 2012, we will change our tenure bars to 95.

Chapter 3 — Troop Organization

3.1 — Troop Events and Calendar

Troop 2 plans a program year-round, with the goal of camping each month.

The planning of activities and events is usually the responsibility of Senior Patrol Leader(s), Senior Scouts, and patrol leaders—in consultation with the adult leadership of Troop 2. Planning and revision of events is an on-going process.

The Troop 2 calendar can be changed at anytime, even at the last minute, when it is in the best interest of the Troop, the Scouts, and/or members. Last minute changes to events are usually communicated via email or over the phone. Issues that can cause the leadership to change events on the calendar include but are not excluded to:

- Extreme weather conditions
- Issues around training
- Insufficient adult supervision
- Inadequate transportation (including number of seat belts)
- Lack of Site Availability
- Safety—e.g., fire danger
- Seasonal issues—e.g., hunting season in an area...

The primary methods of communication about Troop 2 events are at our regular Monday meetings and on the Troop 2 calendar on our website. Our Troop 2 website address is: <http://troop2.homestead.com/>.

As the calendar is developed, it is posted on the Troop 2 website. It is the responsibility of each Scout to monitor the Troop 2 calendar on our website. It is the responsibility of each Scout to regularly attend meetings, take careful notes, and maintain close communication with patrol members in order to know and understand what is happening with each event.

It is not the responsibility of the adult leadership in Troop 2 to update a Scout on troop events if the Scout in question is not attending meetings. It is the responsibility of each Scout to have all the names and phone numbers of their patrol members for adequate communication.

Most planning for Troop 2 events is done at the regular meetings. At these meetings, each patrol will:

- Plan patrol meals, camp responsibilities, and sleeping arrangements.
- Coordinate equipment needs
- Confirm with the adults the number of seatbelts needed for safe travel.

Scouts who do not regularly attend meetings or who do not attend patrol planning sessions will not be allowed to participate in Troop 2 events. Scouts that attend meetings but do not pay attention or do not plan adequately with their patrol will not be allowed to attend.

For trips that involve unusual or extreme weather, it is common for Troop 2 to do a last minute inspection of each Scout's level of preparedness just before departure—usually in the parking lot of our departure point. Any Scout or adult who is unprepared for the possible conditions of the trip will not be allowed to attend the trip. If a decision like this has to be made, it will be made by the Scoutmaster or the designated leader of the trip.

3.2 — Troop Leadership Organization Components

The Troop 2 organization includes the following major components:

- Troop 2's Chartering organization (sponsor) –The Ambassadors Sunday School Class and First Presbyterian Church
- Troop Committee
- Parents
- Scoutmaster and Assistant Scoutmasters
- Patrol Leader Council
- Regular patrols
- New scouts patrol
- Special committees designated by the Troop Committee

3.3 — Troop 2's Chartering Organization

First Presbyterian Church views Troop 2 as an extension of church ministry and outreach to youth. Troop 2 was the first mission program that First Presbyterian sponsored, and we are very important to the church.

As the chartering organization, Ambassadors Sunday School Class and First Presbyterian Church are obligated by the BSA Charter agreement to provide an adequate meeting place, including storage for troop equipment, and to secure and approve new troop adult leaders.

3.4 — Charter Organization Representative (COR)

The Charter Organization Representative's primary responsibilities are to help Troop 2 be successful and to provide coordination between the Ambassador's Sunday School class (or First Presbyterian Church) and Troop 2. The COR represents Troop 2 at the district and council level; the COR is a voting member of the Frontier District and Pikes Peak Council.

3.5 — Troop Committee

The troop committee is composed of a chairman and several members with functions as described below. Most committee responsibilities are created with the specific objectives of:

- Supporting the troop and sharing “the load” in a positive team atmosphere.
- Recruiting and training new adult leaders.
- Supervising troop programs and activities as planned by the Patrol Leader Council and Scoutmaster.
- Providing troop program support as requested by the Scoutmaster--especially training, transportation, and adequate adult leadership.

All committee members must be registered with the Boy Scouts of America, and all should take the Scout Leader Basic Training offered by the BSA. All committee members, as well as the Scoutmaster and Assistant Scoutmasters, may vote at Troop Committee meetings.

Chapter 4 — Descriptions of Troop Committee Positions

4.1 — Troop Committee Chairman

The Committee Chair is appointed by the chartered organization. The Committee Chair approves registration of all other Troop 2 adult leaders.

The Committee Chair supervises the Troop Committee and appoints members to specific Committee positions, organizing the committee to see that all Troop Committee functions are delegated, coordinated, and completed.

The Committee Chair maintains a close relationship with the chartered organization representative and the Scoutmaster. Annually, the Committee Chair arranges for review of the Troop 2 charter and completes recharter paperwork. The Committee Chair works with the PLC to schedule presentation of the Troop 2 charter to the COR.

When required, the Committee Chair will interpret national and local policies to the troop.

The Committee Chair calls, presides over, and promotes attendance at, monthly troop committee meetings and any special meetings that may be called. Working closely with the Scoutmaster, the Committee Chair prepares agendas for Troop Committee meetings.

The Committee Chair ensures troop representation at monthly roundtables.

The Committee Chair encourages the troop to meet Journey to Excellence requirements, and, at the beginning of each year, the Committee Chair submits Journey to Excellence paperwork for the previous year.

4.2 — Troop Secretary

The Secretary keeps Troop Committee meeting minutes and records, sends notices, and handles publicity. Within 1 week after each Troop Committee meeting, the Secretary will send the meeting minutes out to the Troop. The Secretary retains copies of the minutes from previous Troop Committee meetings; the Secretary should bring the minutes from meetings within the past year, in case they are needed for reference at a Troop Committee meeting.

The secretary also serves as a mentor for the scribe.

4.3 — Troop Treasurer

The Treasurer handles troop funds, pays bills, maintains Troop 2 checking accounts, and maintains scout/adult accounts. The Treasurer will make sure there are at least three signatories on the Troop 2 checking account. It is suggested that the treasurer, secretary and committee chair be signatories.

The treasurer is responsible for maintaining adequate records of all troop income and expenses. At each Troop Committee meeting, the treasurer provides a written report of income and expenses since the previous meeting. Each January, the Treasurer provides a summary of the previous year's income and expenses.

Each year, the Treasurer, with input from the Committee Chair and Scoutmaster, prepares a proposed budget of all projected income and expenses for the coming year. The Treasurer presents the proposed budget to the PLC and, in January, after incorporating any changes needed, the Treasurer presents the proposed budget to the Troop Committee for approval.

The Treasurer guides and assists the committee in conducting a simple annual audit of the previous year's income and expenses.

Quarterly (typically at each Court of Honor), the Treasurer distributes a statement for each scout account, showing current balance and details of any activity since the previous statement.

The Treasurer distributes and orders Troop 2 activity t-shirts, ensuring that there are sufficient quantity and sizes on hand.

4.4 — Troop Advancement Chair

The troop advancement chair ensures that the troop holds boards of review each month, and has quarterly non-Eagle courts of honor. After each board of review, the advancement chair records the new rank. The advancement chair prepares rank, merit badge, and other award cards for presentation at the courts of honor. [Eagle Courts of Honor are scheduled by the Scout and his family.]

To help the troop plan activities and help Scouts advance in rank, each month the troop advancement chair will provide each patrol leader with a detailed Rank Advancement record for that patrol. Periodically at troop meetings, and when requested, the advancement chair records individual completed rank requirements (even if the rank itself has not been earned yet).

The advancement chair records advancement, submits advancement reports to Council, and obtains rank and award patches. At each troop meeting, the advancement chair gives the Scoutmaster all rank and merit badge patches earned since the previous meeting, so these patches can be promptly presented to the scouts that earned them.

4.5 — Troop Equipment Coordinator

The troop equipment coordinator works with the youth Quartermaster and is responsible for overseeing inventory, storage, and maintenance of troop equipment. Every six months, the Equipment coordinator will provide the secretary with an updated inventory of troop equipment, so this can be kept on file and will be available for reference at troop committee meetings. When required, working with the Quartermaster, the Equipment Coordinator will provide recommendations to the Troop Committee for purchase and disposal of troop equipment.

The equipment coordinator is responsible for working with the Quartermaster to ensure that the troop's first aid kit is properly stocked, and making sure any items that were used are restocked prior to the next outing.

4.6 — Troop Membership Chair

The troop membership chair helps ensure a smooth transition of new Scouts into the unit and helps orient new parents. The Membership Chair provides a Parent Orientation for new parents within 1 month of each scout joining the Troop. During the annual Webelos Open House, the Membership Chair also provides a Parent Orientation for parents of scouts considering joining the Troop.

The Membership Chair maintains medical records for scouts and adults, and ensures these records (including insurance information) are updated annually. Prior to each overnight outing, the membership chair provides the adult leading that outing with a medical record for each person who will be attending that outing; after the outing, the medical records

should be returned to the membership chair. Prior to summer camp, the membership chair provides the adult leading that outing with a copy of the medical record for each person who will be attending summer camp for more than 72 hours; these medical records are turned in at camp and not returned to Troop 2.

4.7 — Troop Chaplain

The troop chaplain provides spiritual tone, guides the chaplain aide, gives spiritual counseling, and promotes the regular religious participation of each member. With the chaplain aide, encourages scouts and scouters to earn the religious emblem for their faith.

The chaplain also visits the homes of scouts and scouters in times of extended sickness or serious injury.

4.8 — Troop Outdoor/Activities Chair

The troop outdoor/activities chair secures tour permits and permission to use camping sites. The troop outdoor/activities chair also serves as transportation coordinator, keeping a “transportation list” of all adult drivers to include name, license number, vehicle(s) make, model and seatbelts, and insurance, and ensuring that all drivers have signed the troop driving safety policy. In TroopMaster, the Outdoor/Activities chair maintains master copies of activity sheets.

4.9 — Troop Training Chair

The troop training chair ensures training opportunities are available, maintains adult training records and materials, maintains the Troop 2 Merit Badge Counselor List, and is responsible for ensuring that all registered Troop 2 adult leaders have current BSA Youth Protection training.

The training chair encourages adult leaders to complete the basic training for their current position with Troop 2. The training chair also encourages adult leaders to earn the Scouter’s Training and Scouter’s Key awards.

The training chair encourages adult leaders to attend Frontier District Roundtable, University of Scouting, and Woodbadge.

The training chair encourages youth and adult attendance at Leave No Trace Trainer courses, and youth attendance at (National Youth Leadership Training (NYLT)).

4.10 — Troop Friends of Scouting (FOS) Chair

The troop Friends of Scouting chair works closely with the troop committee on public relations for FOS, conducts annual FOS campaign to enroll family members and adult leaders in FOS, and gives recognition to contributors and enrollees.

4.11 — Troop Fundraising Chair

The Troop Fundraising Chair, also called the "Popcorn Kernel", supervises fundraising and ensures that every youth member has the opportunity to participate in Popcorn sales or other council fundraising events.

The Fundraising Chair obtains the necessary council approvals for any fundraising (other than popcorn sales).

4.12 — Troop Web Advisor

The Troop Web Advisor supervises, and works with, the Scout assigned as the Webmaster. The Troop Web Advisor works to make sure the Troop Website and Troop Master are current (pictures, documents, calendar, etc). The Troop Web Advisor ensures that content posted on the Troop 2 website is appropriate and meets Youth Protection Guidelines. The Troop Web Advisor ensures the Webmaster gets the necessary training and understands his role as Webmaster.

4.13 — High Adventure Chair

The High Adventure Chair schedules and reserves spots for the troop at the three high adventure bases (Philmont, Seabase and Boundary Waters) and Green River or other trips requiring long term planning. The High Adventure Chair works with the scouts and adults leading the trip to make sure all paperwork and training is completed. The High Adventure Chair position may be filled by a Committee Member or an Assistant Scoutmaster.

4.14 — Eagle Scout Mentor

The Eagle Scout Mentor guides Life Scouts through the process of completing the Eagle Scout Rank (Eagle Scout requirements, Merit Badges, and Leadership Project). The Eagle Scout Mentor ensures the Scout understands what is required, before he begins his Eagle Scout Leadership Project. Once a Scout starts drafting his project proposal, the Eagle Scout Mentor will review the Scout's documentation and ask questions to guide the Scout in thoroughly learning the Project Management process. Once the Scout is finished with his project, the Eagle Scout Mentor will help the Scout prepare his Eagle Scout application and plan for his Eagle Board of Review. The Eagle Scout Mentor position may be filled by a Committee Member or an Assistant Scoutmaster.

Chapter 5 — Parent Involvement: No Stop, Drop, and Roll...

Troop 2 is an all volunteer Scouting program that requires the collective effort of all parents. Scouting is not like art or music lessons—where a parent stops at the back door, drops their child off, and drives off while the “experts work their magic.” In Troop 2, we call this “Stop, drop, and roll...” Please, no stop, drop, and roll!

The data within Scouting is very clear. The Scouts, whose parents were significantly and consistently involved in Scout activities, usually make it to Eagle Scout. Troop 2 cannot be successful without all parents helping. It is very difficult for your son to be successful without your active interest and support.

5.1 — Expectations of Parents

Parents are required to actively participate in some level of the Troop 2 program. Troop records show that most Scouts whose parents are not involved as leaders do poorly in Scouting and drop out within a year of joining.

We encourage any interested and qualified adult to become a registered Scouter. Under normal circumstances, Troop 2 expects at least one parent from every family to be registered and actively involved with the troop for the following reasons:

- We all have something positive to offer our boys as they grow into manhood.
- If you expect other parents to give of their valuable time for your child, it is only fair for you to give some of your time as well.
- Extensive parent support and participation makes a troop stronger and more successful.
- Troop records indicate that boys will stay with Scouts longer and have a better chance of making Eagle if their parents are also involved in the program.

Troop 2 does not expect all parents to be highly involved all the time or to wear a uniform. However, all parents can participate and support the Troop 2 program at some level at various times of the year—e.g., merit badge counselor, helping with a fundraiser, helping young Scouts review for a Board of Review at a regular meeting. Everyone has something positive to offer our program.

The parent(s), the Scoutmaster/Assistant Scoutmasters, and the Troop 2 Committee should all work together to try and match troop needs with parent skills/knowledge and parent availability.

There may be issues that prevent a parent from being involved in the troop, such as:

- Work or family issues

- Medical or physical issues
- Some other issue where it is mutually agreed by the parent and the Committee Chair/Committee that the parent cannot, or should not, be involved.

5.2 — Appropriate Parent Involvement: No helicopters!

Troop 2 firmly adheres to the philosophy of Sir Baden Powell:

“Never do for a Scout what a Scout can do himself.”

Scouting will not seem like much of an adventure if you are hovering over your child like a helicopter.

The dilemma in Scouting is that we need parent involvement to keep our program strong, fun, and safe. But, as each boy is growing up, he needs space from his parent to learn...

- Independence and responsibility
- Accountability with peers
- How to stand on your own two feet without Mommy or Daddy always riding to the rescue.

Troop 2 believes that adolescent boys need some independence from their parents if they are to develop as leaders and effective, confident decision makers.

This is one of the most difficult things in Scouting for a new parent to learn. Parents that are involved with Troop 2 at any level are making themselves available to the **entire** troop—to support the Troop 2 program and ALL Scouts and not just hover over their own child.

So, the trick in Scouting as a parent is to

- Be available and involved with ALL Scouts and make sure everything is safe and appropriate.
- Support the leaders, the Scouts, and the goals of Scouting.
- Teach or review specific skills when needed or asked.
- Support Troop 2 being a “boy-led troop.” Have younger Scouts use older Scouts for help.
- Support the patrol system.
- Stay out of the way of our Troop 2 Scouts as they make decisions and learn from experience—the very best teacher.

In general all adults are expected to:

Closely monitor all Scout activities and make sure that ALL rules and guidelines of Safe Scouting are followed—with no exceptions.

Enforce all general safety guidelines and guidelines for specific activities.

Communicate any questions or concerns to the Scoutmaster or other leaders.

Tenting:

- Adults and Scouts will tent in nearby but separate designated areas.
- Adults will not pitch or take down tents for Scouts. If younger Scouts are in trouble, older Scouts should be asked to help first. Adults may help if safety or well-being is an issue.

Cooking, eating, and cleaning up:

- Adult and Scouts will cook and clean up separately. Adults will form their own patrol and will model appropriate patrol methodology and behavior, including working together to plan, cook, and clean up after their patrol’s meals.
- Adults will not cook nor clean up at all for any Scout—especially their own child. Cooking and cleaning is strictly an issue for the patrol to figure out. If a patrol is not functioning properly, it is the responsibility of the Scoutmaster or his designee to intervene.
- Adults will not feed Scouts who have done a marginal job of cooking. Scouts may not behave like the Camp Dog—roaming from stove to stove, sampling the best food, and not actually working with their patrol. Each Scout is expected to feed himself in the patrol system. The only exception to this is when a Scout is sick and is physically or emotionally unable to cook.

- Scouts that have adequately fed themselves may be invited to sample some adult recipes.
- If Scouts are invited to participate in a Troop meal, it is expected that the Scouts will help with this meal in some way.

Supervision of fires, stoves, and cooking:

- Before using any stove, fire, or doing any kind of open flame cooking, a Scout must know and demonstrate:
 - First aid for burns
 - Firem'n Chit requirements
- No Scout, who has not completed the stove requirements in their Scout Handbook (Second Class Rank Requirements 3e & 3f), should use any kind of white gas (or kerosene or any other kind of flammable fuel) stove .
- Younger Scouts should have adult help when using propane or an open fire.
- When using any kind of open fire, a bucket of water and/or fire extinguisher should be nearby.
- All younger Scouts should be closely supervised while cooking by older Scouts and adult leaders—without interfering in their cooking.
- Any Scout, regardless of age or rank, who is playing with fire or fuel in any way, should be reported immediately and is subject to immediate discipline.

Other:

- The Scoutmaster is the designated Camp Dog—not out of convenience, but as a way of supervising, sampling, and praising the culinary efforts of our Scouts. (See Troop 2 Traditions)
- Adults will not hover-over, berate, or coach Scouts (especially their own) as they attempt to accomplish routine camp activities—cooking, cleaning, etc...
- Adults will gently, firmly, playfully, consistently remind each other to back off and let the Scouts figure it out—“No helicopters.”
- If a parent is uncomfortable with a situation, that parent will notify the Scoutmaster or another leader and have their child supervised by another leader. At least this way, the Scout(s) will not feel like their parent is hovering.

5.3 — Parent Involvement and Advancement: Akela is gone!

Unlike Cub Scouts, parents may NOT sign off their Scout's requirements in their Boy Scout Book. All requirements are signed off by registered adult leaders or designated Senior Scouts. Parents may teach and/or practice skills at home; but, mastery of a skill is demonstrated at meetings and/or troop events.

Most advancement activities (hikes, bike rides, camping, etc...) are intended to be completed with the troop, after the boy has started Scouting. Normal Scouting activities should be completed with the troop or patrol so that:

- The Scout is learning how to function as a Scout and as a team member in a patrol and in a troop.
- The Scout can be monitored and taught by older Scouts and adult leaders.

Normal Scouting activities completed away from the troop or in earlier years typically **do not** count towards BSA advancement. Even if a boy has extensive camping or outdoor experience in another organization or prior to joining Boy Scouts, the Scout must still fulfill all the normal rank advancement requirements and adhere to any camping limitations based on age or rank.

Patrol activities are those that are planned by the patrol and are open to all members of the patrol. A tour plan is required to be filed for all troop/patrol activities that include an overnight stay, aquatics, shooting sports, or as deemed necessary by the troop committee. In contrast, an outing that two scout families go on together is considered a family event and does not count toward BSA advancement.

The Advancement Chair, Scoutmaster, and Committee Chair may allow some parents to become merit badge counselors and sign off their own Scout's merit badge requirements for merit badges that are unusual to the troop and no other counselor is available.

Under no circumstances, should a parent ever sign off any Eagle-required merit badge requirement for his/her son.

We expect all parents of Troop 2 Scouts to enthusiastically support the Troop 2 advancement system and support their Scout in a positive and productive way—without looking for shortcuts, or placing undue pressure on any Scout. Ultimately, advancement is up to the Scout.

5.4 — Scoutmaster and Assistant Scoutmasters

Assistant Scoutmasters operate under the direction and control of the Scoutmaster.

The duties of the Scoutmaster and Assistant Scoutmaster are to train and guide boy leaders, and to use the Methods of Scouting to achieve the Aims of Scouting. The Scoutmaster has full responsibility for all program decisions of the troop.

We expect the Scoutmaster and all Assistant Scoutmasters to take the Scout Leader Basic Training offered by the BSA and to read the Scout Handbook and Scoutmaster Handbook.

Each patrol is supervised by a designated Assistant Scoutmaster(s).

Chapter 6 — The Patrol System in Troop 2

6.1 — Patrol Leader Council

The Patrol Leader Council (*PLC*) plans and conducts the troop program under the guidance of the Scoutmaster and Assistant Scoutmasters. The Scoutmaster has ultimate authority and responsibility over all decisions made by the PLC. The operation of the PLC is a key means of leadership development.

Members of the PLC are:

- Senior Patrol Leader(s) (SPL)
- Assistant Senior Patrol Leader (ASPL)
- Patrol Leader of each regular patrol (or Assistant Patrol Leader, in the absence of the Patrol Leader for that patrol)
- Patrol Leader and Assistant Patrol Leader of new scouts patrol (share a single vote)
- Scribe
- Designated Senior Scouts

The Scoutmaster always has veto power over PLC decisions.

6.2 — Regular Patrols

The Patrol Method is the most important and distinctive characteristic of Scouting. Each patrol elects its own Patrol Leader (PL), who represents the patrol on the Patrol Leader Council. Regular patrols function as described in the Scout Handbook and Scoutmaster Handbook.

The patrol leader appoints an assistant patrol leader (APL) who is responsible for leading patrol meetings and attending the PLC in the absence of the patrol leader.

Patrol membership is supervised and reviewed periodically by the adult leaders.

6.3 — New Scouts Patrol

The New Scouts Patrol is a special Troop 2 feature (adopted by the BSA in 1989) that has helped increase retention of younger Scouts. All new Scouts are placed in the New Scouts Patrol upon joining Troop 2, where they receive special training under the guidance of one or more Senior Scouts (Troop Guides) and adult leaders.

A Troop Guide serves as patrol leader of the New Scouts Patrol for the first four months after the patrol is formed. The Patrol Leader selects his Assistant Patrol Leader, either another Troop Guide, or one of the new scouts.

For the remaining eight months, a patrol guide serves as Assistant Patrol Leader while different new scouts take turns (being elected) as Patrol Leader for a month at a time.

Both the Patrol Leader and Assistant Patrol Leader of the New Scouts Patrol are expected to attend each PLC meeting.

6.4 — Patrol Names

Patrol names in Troop 2 should be chosen by the Scouts. Patrol names should be names that are fun and interesting to the Scouts, but are deemed appropriate by the Scoutmaster. Existing patrols have the option of retaining their existing name. When choosing new patrol names, the patrol with the most senior scouts gets to pick a patrol name first.

6.5 — Special Senior Scout Program Patrols

Both Troop 2 and the BSA offer several special programs for Senior Scouts. Troop 2 sometimes organizes some of its older, experienced, mature, qualified, and reliable Scouts into high adventure teams (patrols) for high adventure trips; Scouts may simultaneously be a member of a regular patrol and a high adventure patrol.

It is the goal of Troop 2 to have these high adventure trips focus Troop 2 energy, organization, and enthusiasm in the year prior to the trip. It is also the goal of Troop 2 to get as many Scouts to attend these trips as possible. These are considered the ultimate in Boy Scout camping, the kind of trip a boy would proudly talk about at school, and never forget.

In the past, these trips have included

- A 50 mile canoe trip down the Green River.
- High adventure camp in the Caribbean.
- A 50 mile back packing trip in the Holy Cross Wilderness.
- Snow caving campouts at 10,000 to 12,000 feet.
- Sea kayaking trip at Vancouver Island.

Participants must be Senior Scouts (the Scoutmaster may allow First Class Scouts to participate at his discretion), and must meet all other qualifications set by the Scoutmaster and designated leader(s). All participants (adults and Scouts) must

- Be in good physical condition.
- Be in good standing with the troop.
- Meet all the minimum trip requirements.
- Must be known to always exercise good judgment.
- Must be a reliable, even tempered, emotionally stable, team player—as demonstrated on previous trips and activities.

The Troop 2 Committee and the Scoutmaster have the final authority over all trips planned and all participants. If there are questions as to the qualifications of a Scout or an adult leader, they will be privately notified as to the concerns as soon as they sign up.

Space on these high adventure trips is limited and somewhat competitive:

- The Scoutmaster will communicate requirements for signing up and qualifying.
- In general, these trips are “First come, first serve...”—including a financial deposit for the required amount.

- Priority of slots always goes to Scouts first and interested adults second.
- Adult leaders are not guaranteed slots—even if their own child has a slot. The minimum requirements for adults must be met.
- A tiebreaker system for Scout slots should be communicated prior to sign up. This tiebreaker should reflect the values and goals of our troop and the trip itself.
- Scouts with extensive experience on high adventure trips should exercise leadership and generosity by stepping aside to let younger qualified Scouts with no high adventure experience to take their slots.
- Ultimately, in putting together the best high adventure team possible, it is up to the Scoutmaster and the Troop Committee to make the final selections and resolve disputes over trip slots.

Chapter 7 — Scout Leadership: We are a Scout-led troop!

We are a laboratory of leadership. We want our Scouts to discover what leadership methods work best and which ones are usually ineffective. Because we are a Scout-led troop, some activities and meetings that are planned by the boys are successful, fun, and go-off without a hitch. However, sometimes a meeting or activity may appear to be poorly planned, messy, or not thought-through completely.

In Cub Scouting, we as parents had to run the show. We had to guarantee successful meetings, activities, advancement, games, etc... In Cub Scouting, it was all on the shoulders of the parents.

In Boy Scouts, the Scouts run the show. The adult leaders will allow the Scouts to lead and to sometimes muddle. Adult leaders put as much responsibility on the shoulders of our Scouts as they can handle. The Scouts plan and lead; we observe, help when needed, and make sure that we are following the Scouting principles.

7.1 — Leadership Development

Leadership Development is one of Scouting's eight methods. For Scouts, leadership and service are more important than earning merit badges. The troop's boy leaders are responsible for planning and executing the troop program.

Leadership in Troop 2 must be demonstrated by action at Troop 2 meetings and events. Holding a position and/or title is not by itself demonstration of leadership.

7.2 — Leadership Credit for Advancement

Troop 2 will work with Scouts to provide leadership advancement opportunities for those who, due to other time commitments, can only serve shorter terms. This does not imply that serving a one-month term is sufficient to meet rank requirements for 6-months of leadership; six non-consecutive 1-month terms total 6 months of leadership and would fulfill the 6-month requirement. Serving in two leadership positions at the same time does not count double – a 3-month term as Patrol Leader served concurrent with a 3-month term as Den Chief is still only 3 months of leadership time.

It is the responsibility of Scouts needing leadership credit towards advancement to discuss this with the Scoutmaster; the Scouts should explain how they plan to meet both the duties of the desired position(s) and their own time constraints. For example, two scouts might offer to serve alternate months as scribe.

7.3 — Elections

The two most important troop positions (Senior Patrol Leader, Patrol Leader) are elected by their peers to either:

- Three four-month terms—typically January to the end of April; May to August; September through December.
- Two six month terms—typically March through August; September through February.

These terms will be determined by the Scoutmaster in consultation with the Senior Scouts and other adult leaders—depending on leadership needs within the troop.

Troop elections occur near the beginning of each term. Troop 2 sometimes allows two boys to run as co-SPL if they wish. Senior Patrol Leader(s) is/are chosen by secret ballot of the entire troop (more than half the active Scouts must be present). If no candidate receives a clear majority, the troop will immediately hold a runoff election between the top two vote-getters. Patrol Leaders are elected in a similar manner by the members of their patrol.

If there is only one qualified and interested candidate for an elected position, the election will be waived and that candidate declared the winner.

7.4 — Approval for Scout Leadership Positions

All officers must receive the Scoutmaster's approval in advance. The PLC and Scoutmaster may change requirements for troop offices as the needs of the troop change.

7.5 — Senior Patrol Leader

The troop is led by its elected Senior Patrol Leader(s) (SPL). He chairs the Patrol Leader Council and leads meetings and outings.

The SPL normally serves a six-month term.

The SPL works closely with the Scoutmaster and is focused on leading the PLC and Scouts of Troop 2.

If the SPL(s) are not performing their responsibilities adequately, the Scoutmaster will

- Communicate to the SPL(s) what is not going well.
- If the performance of the SPL(s) is not improved, the PLC may remove the SPL(s) and hold another election.

Scouts considering running for SPL should reflect on their Scouting performance, availability, and commitment. It is expected that a Troop 2 SPL demonstrate the following:

1. Consistently exhibits 12 points of Scout Law and is in good standing with the Troop and ALL of the Scout leaders.
2. Enthusiastic about
 - Boy Scouts
 - Being a leader
 - Serving others
 - Working with adult leaders and running meetings
3. Rank of Star or higher
4. Serious Eagle material
 - The responsibilities of this position will not deter or distract this Scout from his own achievement.
5. Well respected by all within the Troop to be an outstanding Scout with leadership ability and potential.
6. Doesn't have to be reminded of responsibilities, guidelines, or proper behavior.
7. Good organization and follow through.
 - Game plan for each Monday night, including organized activity planning, rank advancement opportunities, and/or Merit Badge work.
 - Will call and/or email the Scoutmaster or other leaders at least once a week to confirm plans.
 - Will provide a list to the Scoutmaster showing which youth and adult members have attended each activity the previous week.
8. Active and plan on remaining active in Troop 2.
 - Attend most Monday night meetings, campouts, and activities.
 - Communicates in advance with Scoutmaster, other leaders, and ASPL when activities are going to be missed.

9. Has demonstrated and continues to demonstrate maturity, Scout Spirit, and positive leadership in all situations, including previous term as Patrol Leader, ASPL, or Troop Guide.
10. Is calm and collected in the face of stress or adversity.
11. Wants the leadership position in order to serve the Troop.
 - "Servant leadership"
 - Is committed to the long-term success of Troop 2 and its members.
12. Will follow-through with "SPL Responsibilities" each week as outlined specifically by the Scoutmaster.
13. Will arrange for another scout (typically the ASPL) to fulfill his responsibilities when he cannot attend an event or meeting.

7.6 — Assistant Senior Patrol Leader

The SPL appoints one or more Assistant Senior Patrol Leaders (ASPLs), subject to the Scoutmaster's approval. ASPLs serve at the pleasure of the SPL, for the term of the SPL.

The Assistant Senior Patrol Leader should:

- Be Star rank or higher
- Typically have been a Patrol Leader in Troop 2 for at least 4 months.
- Have good attendance at troop meetings and activities

The Assistant Senior Patrol Leader:

- Helps the senior patrol leader lead meetings and activities.
- Runs the troop in the absence of the senior patrol leader.
- Helps train and supervise the troop scribe, quartermaster, instructors, librarian, historian, and chaplain aide.
- Supervises the LNT Trainer, bugler, and webmaster
- Serves as a member of the patrol leaders' council.
- Sets a good example.
- Lends a hand controlling the troop and building troop spirit.

7.7 — Troop Guide

The SPL appoints one or more Troop Guides, subject to the Scoutmaster's approval. Troop Guides work with the New Scouts Patrol. This position is equivalent to an ASPL. Troop Guides serve at the pleasure of the SPL, normally for one or more four -month terms.

The Troop Guide should:

- Be First Class rank or higher.
- Have good attendance and follow-through.
- Be patient and even tempered.
- Be enthusiastic
- Enjoy working with first year scouts

The Troop Guide:

- Introduces new Scouts to troop operations.
- Guides new Scouts from harassment by older Scouts. After Webelos crossover and before the troop attends summer camp, helps conduct annual youth YPT training for the troop.
- Helps new Scouts earn First Class rank in their first year.
- Teaches basic Scout skills.
- Serves as Patrol leader of the new-Scout patrol (for first 4 months), planning activities for each meeting and activity.
- After the first 4 months of the new-Scout patrol, coaches the patrol leader of the new-Scout patrol on his duties, attends patrol leaders' council meetings with the patrol leader of the new-Scout patrol,
- Works with the patrol leader (or APL) of the new-Scout patrol at patrol leaders' council meetings.

- Arranges with the assistant Scoutmaster for any training that the new-Scout patrol needs that cannot be provided by other scouts. The preference is for older scouts to provide training whenever possible, and for adult leaders to oversee the training as appropriate.
- Counsels individuals Scouts on Scouting challenges.

7.8 — Patrol Leader

Each patrol is led by its elected Patrol Leader. He represents his patrol on the Patrol Leader Council, which plans troop programs and activities. Patrol Leaders are typically elected to six-month terms.

The Patrol Leader should:

- Have good attendance at troop meetings and activities
- Be able to attend all PLC meetings
- Have displayed good follow-through on previous projects/tasks.
- Be Mature
- Be a good communicator.
- Be patient and even tempered.

The Patrol Leader:

- Plans and leads patrol meetings and activities, giving all patrol members a chance to work on advancement (if needed).
- Keeps track of advancement requirements not complete for each patrol member and provides this information to the SPL monthly.
- Keeps patrol members informed, emailing or calling any patrol member who misses a patrol meeting, within 72 hours of the meeting.
- Assigns each patrol member a specific duty.
- Represents his patrol at all patrol leaders' council meetings and the annual program planning conference.
- Prepares the patrol to participate in all troop activities.
- Works with other troop leaders to make the troop run well.
- Knows the abilities of each patrol member.
- Shows and develops patrol spirit.

7.9 — Instructor

The SPL appoints instructors, subject to the Scoutmaster's approval. The instructors serve at the pleasure of the SPL, based on performance and active service. The term of office is typically four- or six- months.

Each quarter, each Instructor is responsible for teaching in at least one of his skill areas. This instruction should be for Troop 2 and may take place during a troop meeting, patrol meeting, an outing, or a special meeting.

The Instructor should be:

- First Class rank or higher
- Willing to accept specific instructional and leadership responsibilities
- Patient and even-tempered.
- Enthusiastic

7.10 — Leave No Trace Trainer

The SPL appoints a Leave No Trace Trainer, subject to the Scoutmaster's approval. The LNT Trainer serves at the pleasure of the SPL, based on performance and active service. The term of office is typically four- or six- months.

Each quarter, the LNT Trainer is responsible for leading a LNT activity for Troop 2. Some examples of LNT activities:

- Presentation to new scouts (prior to first car camping trip) about keeping food out of tents and washing dishes outdoors

- Presentation to new scouts (prior to first backpacking trip) about bear bags and proper disposal of human waste during backpacking trip
- Planning session with older scouts (prior to a high-adventure trip) about special LNT concerns relative to the trip
- LNT game during Troop 2 Webelos recruitment night

The LNT Trainer must:

- Be at least 14 years old
- Have completed the official 16-hour Leave No Trace Trainer training course

7.11 — Order of the Arrow Representative

The SPL appoints the Order of the Arrow representative for the Troop, subject to the Scoutmaster's approval. The term of office is typically four- or six- months.

The OA Representative serves as a communication link between the lodge and the troop. He coordinates community service opportunities within the troop, and coordinates troop involvement with the Order of the Arrow, including Unit Elections, Camp Promotions, and Inductions. If needed, he may also request lodge and chapter resources to help meet troop needs.

The OA Representative encourages year-round and resident camping in the unit, encourages older Scout participation in high adventure programs, and assists with leadership skills training in the Troop.

The Order of the Arrow Representative must:

- be under the age of 18.
- be a registered (dues paying) member of the Order of the Arrow.
- regularly attend troop meetings, troop campouts, and troop events

7.12 — Junior Assistant Scoutmaster

The Scoutmaster appoints and trains Junior Assistant Scoutmasters (JASMs). Each JASM has responsibilities similar to the adult Assistant Scoutmasters. The JASM serves at the pleasure of the Scoutmaster, based on performance and active service.

The Junior Assistant Scoutmaster should be:

- 16 or 17 years old (BSA requirement)
- Rank of Eagle
- Willing to accept Assistant Scoutmaster-type responsibilities and serve as an adult leader.

7.13 — Scribe

The SPL appoints a Scribe, subject to the Scoutmaster's approval. The Scribe serves at the pleasure of the SPL, based on performance and active service. The term of office is typically four- or six- months.

The Scribe may be any interested Scout (preference to Scouts First Class and higher, who need leadership credit to advance). He should have:

- Good attendance
- Good attention to detail and follow-through.

The Scribe is responsible for taking notes at PLC meetings and, within 72 hours of the meeting, distributing copies of the notes to the troop. It is especially important that all action items and calendar changes be accurately included in these notes.

The Scribe is also responsible for recording Scout and adult leader attendance at Troop meetings and PLC meetings. At the end of each of these meetings, the attendance record should be approved by the SPL and then given by the Scribe to the Scoutmaster (or his designee) who will forward it to the Advancement Chair for entry in TroopMaster.

Note that the Scribe is not necessarily responsible for recording attendance on outings; the Scout leading the outing is responsible for recording attendance at the outing and providing the list to the Scoutmaster (or his designee) who will forward it to the Advancement Chair.

7.14 — Quartermaster

The Quartermaster keeps track of troop equipment and sees that it is in good working order.

The SPL appoints a Quartermaster, subject to the Scoutmaster's approval. The Quartermaster serves at the pleasure of the SPL, based on performance and active service. The term of office is typically four- or six- months.

The Quartermaster may be any interested Scout (preference to Scouts First Class and higher, who need leadership credit to advance). He should have:

- Knowledge about camping and other gear used by the troop
- Good attention to detail and follow-through.

The Quartermaster issues equipment and makes sure it is returned in good condition, following up with any Scout or adult that doesn't promptly return equipment. If any Troop equipment has been damaged or lost, the Quartermaster should immediately report specifics to the ASPL and Equipment Coordinator.

Within the first 2 months of office, ideally as part of transferring Quartermaster duties between Scouts, the outgoing and incoming Quartermasters should work together with the Equipment Coordinator to take inventory of all Troop equipment. The inventory is to be performed at least every six months; if a Scout will be serving as Quartermaster for consecutive terms, he is still required to take inventory at the start of each term.

Within a month after each inventory is completed, the Quartermaster must present the following to the ASPL (possibly at a PLC meeting):

- Detailed inventory of Troop 2 equipment
- Summary of what equipment has been checked out since the previous inventory
- Details as to any equipment currently checked out
- Summary of the state of Troop 2 equipment (quantity/condition/functionality)
- Recommendations as to any equipment that Troop 2 should consider adding or replacing

After considering any feedback from the ASPL, the Quartermaster should present any recommendations for purchase to the Troop Equipment Coordinator.

7.15 — Librarian

The SPL appoints a Librarian, subject to the Scoutmaster's approval. The Librarian serves at the pleasure of the SPL, based on performance and active service. The term of office is typically four- or six- months.

The Librarian may be any interested Scout (preference to Scouts First Class and higher, who need leadership credit to advance). He should have:

- Good attendance at Troop meetings to facilitate checking out/in print materials
- Good attention to detail

The Librarian oversees the care and use of troop books, pamphlets, magazines, and audiovisuals. The Librarian keeps track of who has checked out which merit badge booklets and other print materials, noting when the materials have been returned. The Librarian is responsible for keeping the print materials organized.

Within the first month of office, the Librarian should take inventory of all Troop print materials. The inventory is to be performed at least every six months; if a Scout will be serving as Librarian for consecutive terms, he is still required to take inventory at the start of each term.

Within a month after each inventory is completed, the Librarian must present the following to the ASPL (possibly at a PLC meeting):

- Detailed inventory of Troop 2 print materials
- Summary of what print materials have been checked out since the previous inventory
- Details as to any print materials currently checked out
- Summary of the state of Troop 2 print materials (quantity/condition/age)
- Recommendations as to any print materials that Troop 2 should consider adding or replacing

After considering any feedback from the ASPL, the Librarian should present any recommendations for purchase to the Troop Committee.

7.16 — Historian

The SPL appoints a Historian, subject to the Scoutmaster's approval. The Historian serves at the pleasure of the SPL, based on performance and active service. The term of office is typically four- or six- months.

The Historian may be any interested Scout (preference to Scouts First Class and higher, who need leadership credit to advance). He should:

- Have good attention to detail and follow-through.
- Be able to produce a slide show.

The Historian:

- Gathers pictures and facts about troop activities and keeps them in a historical file or scrapbook. This may be an electronic file.
- Produces a new slide show to be shown at each Troop 2 (non-Eagle) Court of Honor. These slide shows will typically highlight all Troop 2 activities since the previous Court of Honor, but a compilation of Troop 2 events (spanning many years) may be appropriate for celebrating Troop 2's birthday.
- Takes care of troop trophies, ribbons, and souvenirs of troop activities.
- Keeps information about former members of the troop.
- Other troop history-related projects as agreed upon with the Scoutmaster and SPL.

7.17 — Bugler

The SPL appoints a Bugler, subject to the Scoutmaster's approval. The Bugler serves at the pleasure of the SPL, based on performance and active service. The term of office is typically four- or six- months.

The bugler makes appropriate bugle calls, when requested, at scout activities.

The Bugler may be any interested Scout (preference to Scouts First Class and higher, who need leadership credit to advance). He should:

- Have good attendance at troop activities
- Be able to make appropriate bugle calls, when requested, using a bugle or trumpet
- Be enthusiastic

Serving as bugler does not fulfill the position of responsibility requirement for Eagle Scout (even though it is listed in the Twelfth Edition of the Boy Scout Handbook as doing so – that's a typo). Bugler can be counted as a position of responsibility for Star and Life ranks. Serving as Bugler is a requirement for the Bugling Merit Badge.

7.18 — Chaplain Aide

The SPL appoints a Chaplain Aide, subject to the Scoutmaster's approval. The Chaplain Aide serves at the pleasure of the SPL based on performance and active service. The term of office is typically four- or six- months.

The Chaplain Aide may be any interested Scout who:

- Is mature and sensitive
- Has earned the respect and trust of his fellow Scouts.
- Is at least a First Class Scout.
- Has received or is working on the requirements leading to the age-appropriate religious emblem for his faith.

The Chaplain Aide:

- Works with the Troop Chaplain to prepare and hold Scouts Own religious services on campouts that span a Saturday night.
- Says grace at each Court of Honor.
- Encourages troop members to strengthen their own relationships with God through personal prayer and devotion and participation in religious activities appropriate to their faith.
- At least once a year, tells Scouts about the Religious Emblems program for their faith.
- Helps recognize troop/team members who receive their religious emblems, (such as at a Court of Honor)
- Makes sure religious holidays are considered during the troop program planning process.
- Helps plan for religious observance in troop activities.
- Encourages saying grace at meals while camping or at other activities
- Helps promote annual Scout Sunday.

7.19 — Webmaster

The SPL appoints a Webmaster, subject to the Scoutmaster's approval. The Webmaster serves at the pleasure of the SPL, based on performance and active service. The term of office is typically four- or six- months.

The Webmaster may be any interested Scout (preference to Scouts First Class and higher, who need leadership credit to advance). He should have:

- Knowledge and ability necessary to maintain the Troop website
- Good attention to detail and follow-through
- Good judgment as to what is appropriate to post

The Webmaster:

- Works with the Web Advisor to post appropriate content on the troop's website, ensuring the Troop 2 website is as youth-run as possible
- At least once a month, works with the Historian to post pictures and facts (about troop activities) on the troop website.
- Updates the troop calendar at least weekly, if changes are needed per decisions made at Troop, PLC, or other meetings. It is important that changes impacting the immediate 3 months are made promptly, within 72 hours of notification. Changes to calendar items further in the future may be delayed for up to a week.
- Reviews at least one section of the troop's website each quarter, proposing suggested changes to the ASPL (possibly at a PLC meeting), and implementing these changes if approved by the ASPL and Web Advisor.

7.20 — Assistant Patrol Leaders

Each Patrol Leader appoints his Assistant Patrol Leader, subject to the approval of the SPL and Scoutmaster. The Patrol Leader may rotate the Assistant Patrol Leader job to provide experience to several patrol members.

The APL position does not count towards rank advancement. However, if the SPL and Scoutmaster deem that a PL has not been doing his duties satisfactorily and the APL has stepped up to fill that void, some leadership credit may be awarded to the APL since he has effectively been serving as PL even though he was not elected to that position.

7.21 — Den Chiefs

Den Chiefs are requested by the Cub Scout pack, subject to the Scoutmaster's approval. They serve at the pleasure of the Cub Scout pack.

Chapter 8 — Membership Standards of Troop 2

8.1 — Membership Categories

Membership in Troop 2 consists of the following categories:

- Troop 2 Scouts:
 - Boys who meet BSA age requirements
 - Are currently registered with the BSA as Troop 2 Scouts
 - Meet all of Troop 2's criteria for "good standing" and active service standard.

- Troop 2 Adult leaders:
 - Adults who meet BSA age requirements
 - Are currently registered with the BSA as Troop 2 Scoutmaster, Assistant Scoutmaster, Committee Chair, or Committee Member
 - Are currently active in the troop.
 - Have a positive working relationship with the rest of the adult leaders.
 - Meet all of Troop 2's criteria for "good standing."

- Member families: The parents/legal guardians and minor brothers and sisters of Scout members, or the spouse and minor children of registered adult members.

- Chartering Organization: Leadership with First Presbyterian Church and the Ambassadors Sunday School Class responsible for overseeing and working with Troop 2.

While other relatives and friends are welcome at Courts of Honor, most other activities are restricted to one or more member categories.

8.2 — Active/Inactive Members

To have "active participation", a Scout must meet ALL of the following:

- Be registered with Troop 2.
- Indicate, by word or action, that he considers himself a member of the troop.
- Be in good standing with the troop. He must not have been dismissed for disciplinary reasons.
- Meet "Active Service" requirements (see Troop 2 Bylaws section 9.1)

Adult leaders and parents are considered active if they meet the parent involvement standard determined by the troop leadership.

Active members have full membership privileges. Inactive members may be denied certain privileges, including attendance on some activities, advancement, leadership, and reimbursement on camping equipment.

8.3 — Entry Requirements for Scouts

Any interested boy who meets the membership requirements above may register as a Scout in Troop 2, subject to the restrictions in this section. The Scoutmaster and troop committee may limit the number of new Scouts admitted each year to

maintain overall troop size at a level that allows for a quality program, based on current membership, the number and quality of adult leaders, and anticipated membership losses.

The Scoutmaster may modify or make exceptions to the entry policy to meet the needs of the troop. The troop always admits younger brothers of active members, regardless of the present membership level.

8.4 — Parent Registration

It is the goal of Troop 2 to have at least one parent of every Scout actively involved with the troop.

To comply with BSA policy requiring registration of all adults who have contact with the Scouts, including merit badge counselors, Troop 2 requires parents and/or step-parents to register as leaders. Youth Protection Training must be completed prior to registering with BSA, and all applicants are subject to a background check.

The troop normally registers one parent as a committee member (or Assistant Scoutmaster) and the other as a merit badge counselor (a no-fee limited registration).

Only registered adults may attend campouts and other Troop outings. Only registered adults may serve as drivers on Troop outings.

8.5 — Adult Leaders

Any interested adult, who meets the membership requirements above, may be designated as an adult leader--subject to the restrictions outlined in the bylaws.

All adult leaders must register with and be commissioned by the Boy Scouts of America, and all must be approved by the chartered organization and the Troop Committee Chairman. Certification is based on the standards of the Boy Scouts of America for youth leadership.

It is expected that all Troop 2 adult leaders:

- Have demonstrated positive leadership and enthusiasm for BSA and Troop 2 prior to registering as an adult leader with the Troop 2.
- Make decisions based on what's best for welfare of the entire troop and not their own son, a particular patrol, or a particular trip or project.
- Will always exhibit positive leadership and a positive team approach.
- Will leave all Troop 2 business, Troop 2 Committee conversation, and any possible controversy in the committee meeting room
- When and if conflict/controversy arises in Troop 2, it is expected that all adult members will...
 - Always treat each other kindly (modeling all 12 points of the Scout Law) and will assume the best of intentions with each other.
 - Adopt a stance of "Servant Leadership"—serving and supporting all the Scouts of Troop 2.
 - Focus on the solutions to problems and not focus on personalities.
 - Not gossip to other adults and/or Scouts.
 - Not drag their Scouts into adult disagreements.

8.6 — Removal of Adults

General—The chartered organization may remove any adult leader, in accordance with BSA policy. In general, the chartered organization leaves such actions within the troop, stepping in only when necessary.

Scoutmaster—The Scoutmaster serves at the pleasure of the chartered organization and troop committee. He may be removed only by joint action of the chartered organization and troop committee.

Assistant Scoutmaster—Assistant Scoutmasters serve at the pleasure of the Scoutmaster and troop committee. They may be removed only by joint action of the Scoutmaster and troop committee. This does not preclude the Scoutmaster's authority to dismiss a leader from a particular troop activity for cause, pending later action of the troop committee.

Chartered Organization Representative—The COR serves at the pleasure of the Institutional Head. He may be removed by action of the chartered organization, possibly preceded by request of the troop committee to the chartered organization.

Committee Chairman—The committee chairman serves at the pleasure of the chartered organization. He may be removed by action of the chartered organization, possibly preceded by request of the troop committee to the chartered organization.

Committee Member—Troop committee members serve at the pleasure of the committee chairman. They may be removed only by joint action of the committee chairman and the troop committee.

Merit Badge Counselor—Merit Badge Counselors serve at the pleasure of the troop committee. They may be removed by the troop committee, possibly preceded by request of the Scoutmaster to the committee.

Parent of Scout—Parents of currently active Scouts are normally permitted full access to troop activities, with the exception of certain activities (like the high adventure trip) that have adult participation restrictions. Parents who are not registered leaders of Troop 2 are considered “Guests” as outlined in Section 12.3 —12.4 —Attendance on Outings—Day, Overnight, Weekend, Camp, etc... The troop committee may restrict parent participation or remove all participation privileges in special situations (court-ordered custody restrictions, legal convictions, etc.) as necessary for the safety and well-being of the Scouts.

Chapter 9 — Specific Membership Standards for Scouts

To retain full membership in Troop 2, a Scout must be active, must wear the required uniform, must meet the behavior standards of the troop, and must be in good standing overall with the troop and its leadership.

9.1 — Active Service Standard

A Scout must be active to reap the full benefit of the Troop 2 program. Because camping is the heart of Scouting, the troop expects its Scouts to attend overnight camps winter and summer, and to make every effort to attend the annual week at summer camp.

“Regular meetings” are troop meetings held during the School District 11 school year, on the normal meeting night and time, and at the normal meeting location. Summer meetings, and any meetings held at a different time/day/location, are not considered regular meetings.

“Regular campouts” are those open to all troop members, regardless of age, rank, or skill. Summer camp IS considered a regular campout. Patrol campouts are considered regular campouts for members of that patrol, provided that there are no age/rank/skill restrictions.

A Scout is considered active if, during the previous 6 months, he has attended a minimum of 50% of regular meetings and a minimum of 50% of regular campouts. The 50% standard is intended to allow sufficient leeway for such things as illness, school activities, family activities, or sports.

Scouts aged 16 or 17 are considered active if their attendance is 33%, during the previous 6 months.

Although the troop does not suspend inactive Scouts, the Scoutmaster may exclude them from certain activities and reimbursement on camping gear out of their Scout account, and the Board of Review *may* deny them rank advancement.

If a Scout was unable to meet the above attendance criteria due to other positive activities or due to noteworthy circumstances, for the purpose of advancement he will be considered “active” if a Board of Review agrees that Scouting values have already taken hold and been exhibited. (Refer to 2011 *Guide to Advancement*.)

9.2 — Advancement Standard

A Scout needs to advance regularly to learn the skills and leadership that are central to the Scout program. Troop 2 encourages all Scouts all Scouts to earn First Class within one year of joining, and to continue to advance at least one rank per year after that. As appropriate to the activity or as a reward for advancement, the Scoutmaster may restrict certain activities to Scouts holding specific ranks or merit badges.

9.3 — Uniform Standards—Required Uniform of Troop 2

The Boy Scout uniform is a very important part of the BSA and Troop 2 programs.

As a condition of membership, Troop 2 requires its Scouts, Scoutmaster, and Assistant Scoutmasters to wear:

- Boy Scout shirt, tucked in, well-fitting, clean, good condition, official BSA shirt with appropriate insignias, and free from strange offensive odors.
- All appropriate patches, pins, and badges of rank securely attached to the shirt. These may include:
 - All official BSA and Pikes Peak Council patches
 - Tenure bar
 - Numeral 2
 - Leadership position badge.
 - Patrol medallion
 - Badge of current rank. (scouts only)
 - Appropriate rank and/or training knots.
 - Years of service pins.
 - One temporary BSA badge hanging from right pocket.
 - Order of Arrow badge.
 - Merit badge sash with appropriate merit badges and special patches
 - Arrow of Light Patch (scouts only)
- Troop 2 neckerchief, Eagle Scout neckerchief, other BSA neckerchief, and/or Wood Badge beads. Alternatively a bolo tie may be worn.
- Appropriate slide—not knotted or banded together with a rubber band, dental floss, twist-tie, or some other piece of trash. The Troop 2 neckerchief deserves a Troop 2-provided slide or a high quality creative Boy Scout slide. Slide is not worn with the bolo tie.
- Appropriate belt.
- Blue jean pants or blue jean shorts. These are the only suitable alternatives to the green BSA pants. These pants must fit appropriately, may not sag, and may not be dirty, torn, or have writing or insignias on them.

Troop 2 does not require its Scouts to purchase or wear the green Boy Scout pants, shorts, socks, or hats to normal Troop 2 meetings and outdoor activities—although a Scout may choose to wear these items.

- HOWEVER, to participate in an official BSA or special community event, our Troop 2 Scouts MAY be required to wear the entire and complete BSA uniform.
- No Scout in Troop 2 will be denied rank advancement for not owning, or not wearing, the green BSA pants, green shorts, green socks, BSA hats, etc...

When approved by the Scoutmaster, the Troop 2 activity shirt may be worn instead of the Boy Scout shirt/neckerchief/slide. The activity shirt typically can be worn when the BSA Scout Shirt would become torn, or permanently soiled. Additionally the Scoutmaster can make the activity shirt the uniform for special meetings, such as during the summer.

For special activities, such as camping, venture trips, funerals, etc... the Troop 2 leadership will designate uniform requirements for that event/activity. All participating Scouts will be expected to comply.

9.4 — Behavior Standard for Scouts

Troop 2 expects reasonable behavior in accord with the Scout Promise and Law. The Scoutmaster should counsel with any Scout whose behavior is disruptive. If counseling fails, the Scoutmaster may dismiss the Scout from the activity and

notify the parents of the problem. If the Scout continues to create behavior problems, the Scoutmaster may suspend him from the troop. The troop committee has the final right of appeal.

Scouts who endanger themselves, other Scouts, Troop 2 property, Scout property, wildlife, or anything else of significant value should be removed from Troop 2 immediately and indefinitely—pending a disciplinary Board of Review with:

- Scout and parent(s)
- Scoutmaster
- Committee Chair
- Other registered adult leaders

Chapter 10 — Discipline of Scouts

10.1 — Discipline in General

Discipline of Scouts needs to be positive rather than negative whenever possible, and it must be applied using common sense and fairness.

For disciplinary issues, Troop 2 does not permit:

- Screaming, berating, or any kind of belittling verbal reprimands.
- Physical or corporal punishment of any kind, including use of push-ups.
- Hazing of any kind.
- Physical or emotional bullying or intimidation of any kind.
- Sexual harassment of any kind.
- For more serious offenses, the troop may use probation, suspension, and expulsion.

Unless it's an issue of Scout safety or rescue, Scouts and Scout leaders should not put their hands on Scouts to control or manage.

10.2 — Probation

Probation is a period of evaluation both by the troop and by the Scout under probation to determine fitness or desire to remain in the troop. A Scout under probation may not normally hold any troop leadership position, and is generally barred from certain "special" troop activities, at the Scoutmaster's discretion.

10.3 — Suspension

Suspension is the temporary loss of all membership privileges in the troop, typically for 3 or 6 months. A Scout is not eligible for any advancement during the suspension period. A suspended Scout may be readmitted at the conclusion of the suspension period only after he has submitted a letter to the troop committee, signed by himself and his parents, stating his pledge to meet all troop standards fully.

10.4 — Expulsion

Expulsion is the permanent loss of all membership privileges in the troop. The Scoutmaster and troop committee, acting in concert, may permanently expel any member, adult or Scout, for any of the following, **IN OR OUT OF SCOUTING.**

- Illegal conduct.
- Illicit use of drugs or alcohol.
- Bullying, hazing, or harassment of another Scout—physically or verbally.
- Consistent use of profanity.
- Sexual harassment or assault.
- Pornography.
- Stealing/shoplifting.
- Vandalism
- Playing with fire.
- Misbehavior or refusal to abide by troop policies which is seriously detrimental to the welfare of the troop;
- Willful disregard of the Scout Safety Standards/Handbook, Scout Law or Scout Promise, especially by an adult in a position of trust.
- Willful disregard of Troop 2 expectations and/or continual lack of cooperation with adult and Senior Scout leadership.

Chapter 11 — Troop Activities

11.1 — Activities in General

Troop activities are divided into meetings and outings. Meetings include regular Monday night Troop 2 meetings, Patrol Leader Council meetings, troop committee meetings, Courts of Honor, and planning meetings. Outings include day outings, weekend campouts, family outings, summer camp, high adventure trips, and other outdoor activities.

We expect all activities to start and end on time. We expect Scouts and adults to arrive, and to be picked up, on time.

11.2 — Troop 2 Meetings

Regular troop meetings occur on Mondays, year round, from 6:30pm until 8:00pm, as designated by the Scoutmaster. Scouts and leaders are expected to arrive on time, already in uniform, and to be picked up promptly, no later than 8pm. The Patrol Leader Council plans and conducts all troop meetings under the direction of the Senior Patrol Leader. Attendance is open to all members (Scouts, adult leaders, and member families) and to visitors who are interested in joining a Scout troop.

11.3 — Patrol Leaders Council (PLC) Meetings

The PLC generally meets about once per month or as needed—depending on upcoming activities on the Troop 2 calendar. At the meeting, the PLC plans the troop meeting and outing programs through the next PLC meeting. Attendance is restricted to PLC members, Scoutmaster, and Assistant Scoutmasters. Other scouts may be invited to a specific PLC to make a presentation to the PLC.

Parents/guardians of Scouts are always welcome to observe, but on a non –interference basis.

11.4 — Troop Committee Meetings

The troop committee generally meets once per month year round. The Committee Chairman and Scoutmaster jointly plan the agenda. Attendance is open to all adult leaders, and all interested Scout parents.

11.5 — Courts of Honor

Troop 2 generally holds four formal Courts of Honor per year, in January, May, August, and October. (The COH dates are not spaced evenly; this is deliberate, so that a COH will coincide with the Troop's birthday at the beginning of October.) Each COH is followed by a potluck dinner.

COH attendance is open to all members (Scouts, adult leaders, and member families), interested family friends and relatives, and visitors who are interested in joining a Scout troop. Since badges and awards are presented as soon as possible after being earned, the Court of Honor is a second, formal recognition, in front of the parents, of rank certificates, and of all other significant accomplishments that have occurred since the last Court of Honor.

11.6 — Annual Planning

Prior to the beginning of each program year, and periodically throughout the year, the PLC meets to plan the troop's annual program. Planning should include monthly theme ideas, dates/places/themes for outings, and special events. Attendance is restricted to incoming and outgoing PLC members and the Scoutmaster and Assistant Scoutmasters (including Junior Assistant Scoutmasters).

Parents/guardians of Scouts are welcome to observe the Planning Meeting, but on a non-interference basis.

11.7 — Introduction to Leadership Skills for Troops (ILST)

The Scoutmaster or his designee will conduct junior leader training after each new PLC is elected. All Scouts with leadership roles are expected to attend the training, even if they've already been trained in that leadership position. [Den Chiefs should attend Den Chief training, and may do so instead of attending ILST.]

This training is an opportunity for all PLC members to clarify roles and responsibilities, and it is also an opportunity for team building.

Chapter 12 — Troop Outings

12.1 — Purpose

The Outdoor Program of camping and hiking is the heart of Scouting, and is one of Scouting's eight methods.

A variety of overnight experiences, conducted on a monthly basis year-round, in all weather, are essential to a successful Scouting program. The PLC plans a year-round program of activities.

For all outings, Troop 2 is guided by

- The Guide to Safe Scouting by BSA.
- Ideas and standards suggested by BSA.
- Standards given to us by our chartering organization, the Ambassadors class, and First Presbyterian Church.
- Outdoor training from other outdoor experts and organizations—e.g. survival experts, Colorado Mountain Club, etc...

12.2 — Patrol System on Outings

The patrol system is one of Scouting's eight methods, and it is central to the operation of a good Scout troop. Troop 2 Scouts should camp by patrols, and the campouts should support the patrol method, to the maximum extent possible.

Scouts who are struggling in a patrol may be reassigned by the Scoutmaster. Parents who become aware of patrol problems should notify the Scoutmaster and allow the Scoutmaster to investigate and resolve the situation. Unless it is

an immediate safety issue, parents should stay out of patrol business—allowing their Scouts the opportunity to work through any adversity they might be encountering.

At the Scoutmaster's discretion, Scouts may be temporarily reassigned in a patrol for a particular trip or activity, e.g. due to only a small number of scouts from a particular patrol attending the outing.

12.3 — Attendance on Outings—Day, Overnight, Weekend, Camp, etc...

In general, attendance on Troop 2 outings is limited to those who are in good standing with the Troop and will be an asset to the Troop and their patrol.

Scouts should not be forced by their parents to attend outings. If a Scout is not enthusiastic and mentally and emotionally prepared for an outing, he should not be forced to attend. Scouts who consistently miss outings, for whatever reason, should reconsider their membership in Troop 2.

The Scoutmaster and Assistant Scoutmasters must make every effort to attend every campout. The Scoutmaster may restrict attendance at some campouts as necessary for the troop program and success.

The Scoutmaster, in consultation with the Committee Chair, has final authority over who is allowed to attend any Troop 2 outing. With the good of the Troop in mind, the Scoutmaster has complete and final authority over who attends each Troop 2 outing.

General criteria for attendance of a Troop 2 outing:

Adults: The only adults that may attend a Troop 2 outing are those who meet all of the following criteria:

- Registered as leaders and have completed ALL appropriate Troop 2 paperwork.
- Trained and current in Youth Protection Training.
- Meet all the minimum trip requirements—physical fitness, training, equipment and preparation, etc...
- Known to always exercise good judgment.
- Known to be reliable, even-tempered, emotionally stable, team player—as demonstrated on previous trips and activities.
- In agreement with the trip objectives and itinerary.

Guests: The only guests that may attend a Troop 2 outing are those who meet all of the following criteria:

- Are officially invited by the Scoutmaster—representing Troop 2.
- Are considering Troop 2 for membership.
- Have completed basic guest paperwork—permission slip, med form, etc...
- Meet the minimum trip requirements.
- Agree to follow all Troop 2 and BSA safety and supervision policies and guidelines.
- Are in agreement with the trip objectives and trip itinerary.

Scouts: The only Scouts that may attend a Troop 2 outing are those who meet all of the following criteria:

- Registered as Troop 2 Boy Scouts and have completed ALL appropriate Troop 2 paperwork.
- Current in their financial obligations to the troop.
- Meet all the minimum trip requirements—physical fitness, training, equipment and preparation, etc...
- Known to exercise good judgment.
- Known to be reliable, even-tempered, emotionally stable, team player—as demonstrated on previous trips and activities.
- In agreement with the trip objectives and itinerary.

With the approval of the Scoutmaster or other adult leader in charge of the campout, Scouts, adult leaders, and Troop 2 guests may attend only a portion of the outing. (e.g. arrive late due to participation at a sports event) Whenever possible, permission for partial attendance should be obtained in advance. Some outings do not lend themselves to deviation from the official itinerary, and permission for partial attendance will not be granted in these cases.

12.4 — Women on Troop 2 Campouts

Troop 2 welcomes all registered trained members on all outings with the same trip limitations that all other leaders have on each trip.

The Scoutmaster, in consultation with the Committee Chair, has the final say in the adults attending and leading each trip. If the logistics of a Troop 2 trip/outing will be awkward and/or extremely close quarters, the Scoutmaster may designate the trip male-only.

It is a requirement of First Presbyterian Church and the Troop 2 Committee that all chaperones on Troop 2 overnight outings be same gender two-deep—for men and women. For example, if a qualified female leader wishes to go on an overnight outing, there must be at least one other qualified female Troop 2 leader attending the trip—following the two-deep standard. If another qualified female Troop 2 leader is not available for the trip, then no females may attend the trip. Similarly, for a qualified male Troop 2 leader to go on an overnight outing, there must be at least one other qualified male Troop 2 leader attending the trip.

As a matter of moral principle, adult men and women on campouts should never give the *impression* that there is ever any impropriety or immoral behavior of any kind. Troop 2 has never had a problem with this issue, but other troops have.

While on a Troop 2 outing, men and women need to use discretion while setting up camp:

- Location of tents:
 - Men and women should tent in the designated adult area.
 - Within the adult area, there should be a clear and distinct women's area and a men's area.
 - Men and women's area should both be about the same distance from the Scouts' tenting area.
 - It needs to be clear to our Scouts and any casual observer that the men's tents and the women's tents are in separate areas.
 - The troop does not permit mixed tenting except between husband and wife. If husband and wife are tenting together, they should be separate from the men's area, women's area, the Scout tenting area, and the tents for any other married couples.
- Location of latrines: Whenever possible, men and women should set up and use separate latrine areas/facilities from each other and from the Scouts—to minimize the chance of embarrassment to themselves or to Scouts. Some campouts may require sharing latrines; if this is the case, a sign should indicate whether the latrine is reserved for Scouts, adult males, females, or is vacant.
- Camping in bear country: We expect that all Troop 2 leaders (men and women) will become as knowledgeable as they can about camping in bear country and will take all precautions when camping with our Scouts.

12.5 — Family Outings

Family outings are events open to member families (non-Scout youth may attend only if they are under the supervision of their parent).

Friends and other guests of Scouts may only be invited with the prior approval of the Scoutmaster.

Guests that are children, and not from a Troop 2 family, must have a

- Signed parent permission slip and waiver form.

All attendees are required to have a signed:

- Emergency medical form.

The PLC and the Scoutmaster need to select family activities that will not interfere with the normal operation of the Troop 2 program and rank advancement within the troop.

All family members and guests must abide by BSA and troop policies and are subject to the decisions of the Scoutmaster and troop leaders. The purpose of family outings is to strengthen the family unit, to encourage families to camp on their own, and to expose family members to the values and ethics of Scouting and Troop 2.

12.6 — Summer Camp

Summer camp is vital to the success of the troop's year-round program. We expect ALL Scouts to make every possible effort to attend summer camp. The Scoutmaster also must make every effort to attend the full week of summer camp.

We expect a parent of each new Scout to participate—either overnight or during the day sometime, or by attending “Family night”. Overnighter attendance at summer camp is limited to registered Troop 2 members.

Female leaders may attend summer camp with the same camping/tenting requirement listed in Section 12.4 —Women on Troop 2 Campouts.

12.7 — Troop 2 High Adventure Trips

Troop 2 provides an annual high adventure trips for senior Scouts. The high adventure trip has five purposes:

- To develop maturity, leadership, self-confidence, initiative, and teamwork.
- To develop the boy leadership team for the coming year.
- To help maintain older-boy interest in Scouting.
- To have lots of fun.
- To aspire younger Scouts to complete rank requirements and to continue in Scouting

High adventure trips are not vacation trips for adult leaders or senior Scouts who think they deserve such a trip.

For all high adventure trips,

- Two-deep leadership must be followed. If a Scout needs to be brought out of the wilderness and only two leaders are on the trip, then the entire group must return.
- All BSA safety requirements are in effect at all times. No exceptions.
- All adult leaders wanting to attend a high adventure trip must meet all minimum trip requirements. Parents of Scouts attending a high adventure trip are not automatically included in a venture trip.

This leadership-development experience goes considerably beyond the level of other troop outings in degree of difficulty and challenge, and is aimed at senior Scouts who:

- Are active and in good standing with Troop 2.
- Are at least 14 years old
- Have earned the rank of Star or higher.
- Are regarded as mature, dependable in their preparation and behavior at all other Troop activities.
- Are exceptional leaders as well as followers.
- Are not stubborn, disrespectful, or reckless.
- Have a positive team demeanor and consistently serve the needs of the troop.
- Are experienced at camping and could benefit from the trip.
- Are most likely to pass on their new learning to the other Scouts over the coming year.
- Meet all specific trip criteria and are approved by leadership and the Troop 2 Committee.
- Meet all deadlines established for the trip—sign up, deposit, payment, training, and any other deadline established by the troop leadership.

The Scoutmaster, or designated leader of the trip, with the approval of the Troop 2 Committee, will set:

- Specific participation requirements.
- Specific sign-up requirements and deadlines.
- The appropriate attendance requirements and trip policies necessary for the safety and success of the trip.
- Group size and adult participation based on wilderness codes or safety; and he must ensure that proper training is given.

Attendance is restricted to qualified senior Scouts and qualified adult leaders, subject to any group size limits set by the Scoutmaster or the wilderness area. All adults on the trip must be registered.

12.8 — Adult Leadership on Outings

To lead a Troop 2 outing, an adult *must*:

- Be in good standing and registered as a leader with Troop 2.
- Meet all the high quality leader standards of Troop 2.
- Have current BSA Youth Protection training.
- Have current BSA Scout Leader Basic Training (or be approved by the troop committee).
- Be respected as a good outdoorsman and outdoor leader
- Be familiar with the area of camping and all activities being done during the trip.
- Be active with the troop and knowledgeable about our Scouts—especially those attending the trip.

In addition, on each outing, at least two adults attending must have the following (but it need not be the same adults):

- Have current first aid and CPR certification
- Have current Hazardous Weather training
- Have current specific BSA Safety training—e.g., Safe Swim, Safety Afloat, Climb on Safely, Wilderness First Aid, etc...

To participate on a high adventure activity, all adults *should* meet all of the following:

- Have current BSA Youth Protection training.
- Have current Wilderness First Aid (or equivalent) training
- Be active with the troop and knowledgeable about our Scouts.
- Be in good physical condition—appropriate for the high adventure trip.
- Have BSA required fitness level and skill(s).
- Have attended previous Troop 2 camping trips.
- Know and have a positive relationship with the other Scouts and adult leaders attending the venture trip.

Chapter 13 — Outing/Activity Policies

13.1 — Adult Presence at Activities

In accordance with current BSA Youth Protection and common sense, Troop 2 will practice two-deep leadership at ALL Troop 2 activities. All Troop 2 adult leaders, parents, and Scouts, regardless of their position in the troop, are expected to be extremely vocal and assertive in upholding this two-deep practice.

For any troop activity, if at least two registered adults cannot attend, the activity will be cancelled.

Parents should never drop off their boy(s) if this standard is in question.

At no time will Troop 2 have a one-on-one adult/boy activity/meeting.

For merit badge work, during a regular meeting, on a weekend campout, or at Scout camp, two-deep leadership with each Scout working on a merit badge may not be practical. In this situation, instead of a strict two-deep method,

- Scouts should work in merit badge buddy teams.
- Leaders may meet with a single Scout one-on-one in plain sight of other Scouts and leaders.
- A Scout and merit badge counselor may meet outside of a troop meeting only if the parent(s) or Scout buddy are also present during this meeting—for the entire meeting.

When an adult needs to talk privately with a boy, either a second adult must be present or they must be in plain sight of other Scouts/adults.

If the Scoutmaster is not present on an overnight activity, the adult in charge must be approved by the Scoutmaster.

One adult and one boy may not tent together—unless all of the following conditions are met:

- They are father and son
- Circumstances require it
- The Scoutmaster (or the trip leader) approves it.

Tent assignments should be figured before each trip. If there are not enough tents or spaces in tents for scouts participating on the trip, the number of scouts should be limited, based on a first come basis.

During overnight and weekend trips,

- Scouts will tent with their patrols and not their parent.
- Adults will tent with the “Old Goat Patrol (Adults).”
- Scouts and adults should tent within ear and eyesight of each other.
- Scouts and adults should not tent immediately next to each other unless circumstances require it.
- During Scout camp, designated adult tents should be separate from the Scout tents.

13.2 — Tour Permits

The troop must secure a proper BSA Tour Permit for each outing, if needed per BSA policy.

13.3 — Permission Forms

The troop must obtain annually a Permission Form & Surgical Waiver and a Health & Medical Statement for each Scout, signed by his parent, in accordance with BSA guidelines. Each adult leader must submit a Health & Medical Statement each year. Scouts and leaders are not considered “in good standing” if this paperwork is missing/expired. Annual paperwork should be completed at the beginning of each year or as soon as a boy joins Troop 2.

The troop must also obtain a permission slip for each Scout on each outing.

13.4 — Driving Safety Policies

Once a year, the troop will provide a copy of the Troop 2 Driving Safety Policies to every person who provides transportation for Troop 2 as a volunteer driver, and the driver must agree to follow these driving safety policies.

These driving safety policies are consistent with current BSA and Troop 2 policies, and the Troop Committee believes these driving policies will contribute to driving safety.

13.5 — Sign-up and Payment Deadline

Troop 2 leadership will indicate a sign-up and payment deadline for each campout that requires payment. Scouts are responsible for meeting the sign-up deadline.

Those who sign up for a special trip requiring payment are expected to make their payment deadline.

There is no guarantee of refund if a Scout signs up, makes payment, and then misses the trip for some unforeseen reason. Those who sign up and then cannot go are obligated to notify the Scoutmaster and their Patrol Leader immediately. Scouts who cancel too late may forfeit the cost of food and other non-refundable expenses.

Those who miss the sign-up deadline may be excluded from the campout. Those who fail to pay on time may be excluded from trip

13.6 — The Guide to Safe Scouting

The Guide to Safe Scouting drives all decision making on troop outings and activities. If ever there is a conflict between Troop 2 policy (outlined in the bylaws) and the *Guide to Safe Scouting*, Troop 2 leadership should always strictly adhere to *The Guide for Safe Scouting*.

13.7 — Specific Training for Outings

In accordance with BSA policy, Troop 2 leaders should get specific training for specific types of outings. This list includes but is not limited to:

- Climb on Safely Training
- Safety Afloat
- Safe Swim Defense
- Trekking
- Shooting Sports

13.8 — Other Troop 2 Outing Policies

- Aquatic Activities:
 - All aquatic activities must function in accordance with the BSA "Safe Swim Defense Plan," BSA "Safety Afloat" plan, and must follow BSA Water Trip Policies. In addition, it is troop policy that only qualified swimmers (those who have passed the BSA swimmer test within the past year) be allowed to water ski or to be in a canoe, motorboat, sailboat, or river raft; and it is troop policy that participants on any river canoeing or rafting trip have passed the BSA swimmer test fully clothed (long sleeved shirt, long trousers, shoes). Anyone swimming in moving water must wear a lifejacket at all times.
- Bicycling Activities: All bicyclists, adult or boy, must
 - Wear a bicycling safety helmet at all times while riding.
 - Adhere to all BSA safety requirements in the Guide to Safe Scouting.
- Horse Riding: All horse riders, adult or boy, must
 - Wear a riding helmet at all times while riding.
 - Adhere to all BSA safety requirements in the Guide to Safe Scouting.
- Pets: No one may bring a pet on any troop activity unless specifically approved in advance by the Scoutmaster.
- Guns: Troop 2 does not allow any Scout or adult to bring a gun on any troop activity. Shooting activities (such as for Rifle Shooting merit badge) must conform to current BSA policies and be conducted at a proper, approved shooting range.
- Snow Shelters: Sleeping in a snow shelter is part of the fun of winter camping. Sleeping in snow shelters is also inherently dangerous. This policy is designed to provide Scouts with the opportunity to sleep in a snow shelter safely.

Regarding snow caves/shelters, Scouts may not:

- Use a pre-existing snow cave/shelter of any kind, because of the uncertainty of the condition and structural strength of a shelter that is not new. The only exception to this is if the adult leadership thoroughly tests a pre-existing snow cave/shelter and finds it to be safe.
- Build or sleep in a snow cave without prior training and approval by the Scoutmaster.

Scouts may build "quinzhee" snow shelters, igloos (from snow/ice bricks), or construct a snow trench, subject to the following conditions:

- A designated and qualified adult must instruct all Scouts in the proper construction of the snow shelter.
- All shelters must be located in a designated area.

- One or more adults must provide supervision during construction.
- Pairs/teams building a shelter must work with one person inside and one outside at all times.
- An adult must provide a final inspection of the shelter before Scouts sleep in it.
- Scouts must have a buddy when sleeping in a snow shelter.

Chapter 14 — Advancement

14.1 — General

Scouts learn by advancing. Advancement is one of Scouting's eight methods because it teaches useful skills and because it teaches leadership and service. The Scoutmaster may require a specific level of rank to participate in some activities, due to the nature of that activity or as an inducement to encourage advancement.

14.2 — Ranks

The first four ranks (Scout, Tenderfoot, Second Class, and First Class) emphasize basic skills. The higher ranks (Star, Life, and Eagle) emphasize leadership and service; skills at this level are secondary. Advancement in Troop 2 must operate in full accord with the requirements contained in the current editions of the appropriate BSA literature. Advancement through the seven ranks consists of performance in the following seven categories.

14.3 — Active Participation

A Scout must meet the troop's active participation standard for meetings and campouts to be eligible for ANY advancement. A Scout must meet the standard for at least the minimum period of active participation required for each rank.

14.4 — Basic Scout Skills

The basic Scout skills for Tenderfoot, Second Class, and First Class must be signed off by the Scoutmaster or an Assistant Scoutmaster of Troop 2, or by designated Senior Scouts. Parents may not sign off on rank requirements for their own boys; the intent of the advancement plan is to let Scouts learn leadership and develop their own skills by teaching other Scouts.

14.5 — Merit Badges

There are about 120 merit badges. Twelve specified merit badges are required for a Scout to earn the rank of Eagle. Eagles must earn an additional nine optional badges for a total of 21. A Scout of any rank may earn any merit badge. The merit badge system is designed to propel the Scout beyond the home, to learn to communicate with strangers, and to learn about a subject from a local expert.

Scouts desiring to earn a merit badge must first secure the name of an approved adult counselor from the Troop 2 Training Chair and then have the blue card signed by the Scoutmaster or Assistant Scoutmaster.

Parents may counsel their son on a badge only if they are the approved troop counselor for that badge. However, unless they are conducting a merit badge class for the Troop, or they are the only counselors in the troop for a particular merit badge, parents should typically refer their scout to another counselor for that merit badge.

14.6 — Leadership

A Scout must hold an approved troop office and execute it in an acceptable manner for at least the minimum period of active service required for Star, Life, and Eagle.

14.7 — Service Project

This is useful service to the church, school, community, or Scouting, performed under the direction of troop leaders or with the Scoutmaster's prior approval. It is important to future citizens to develop the habit of service to the greater community.

An Eagle Scout candidate must be the leader in charge during his project, and the Eagle project must benefit the community outside of Scouting. There are additional requirements for Eagle Scout service projects.

14.8 — Scoutmaster Conference

Prior to the Board of Review, a Scout meets with the Scoutmaster or Assistant Scoutmaster to discuss past progress and future plans. This conference may not be between a Scout and his own parent.

14.9 — Board of Review

After completing all requirements, a Scout is reviewed on work done. The troop committee conducts reviews for all ranks from Tenderfoot through Life, under the direction of the troop advancement chairman. In addition, the BSA requires that a representative of the district or Council advancement chairman be present at an Eagle review (or at Council option, the Eagle review may be conducted at either a district or Council level).

For all Boards of Review, Scouts should:

- Look well-groomed and neat in overall appearance—as if they were applying for a job or scholarship.
- Be respectful and polite.

As a matter of principle, Troop 2

- Views Boards of Review as training ground for future job interviews, scholarship interviews, etc... Therefore, we expect a Scout to always be at their best during a Board.
- Views the Board of Review as an opportunity to communicate how things are going in the troop.
- Holds all Scouts to the same high standards during Boards. Scouts who are nervous or have difficulty in an oral interview/test will not be given an easier Board.
- Will attempt to make Boards of Review developmentally appropriate. Boards for young new Scouts going for Scout or Tenderfoot should be less intense than Boards for Scouts going for Star or Eagle.
- Does not fail Scouts on their Boards of Review. If a Scout struggles during a Board and cannot successfully meet or exceed the high standards, we tell the Scout that he has not *completed* the Board and may complete it at a later time. Typically, if a Scout struggles during a Board, the Scoutmaster will be notified (The Scoutmaster shouldn't let a Scout take a Board unless the Scout is ready.) and the Scoutmaster will assign a Senior Scout or an adult leader to work with the struggling Scout.

Chapter 15 — The Uniform

15.1 — Significance of the Uniform

Scouting is a uniformed movement. Throughout our society, only certain special people are entitled to wear a uniform. Just as a sports uniform proclaims one's membership on a team, the Scout uniform proclaims one's membership in the largest voluntary youth movement in the world. The Scout uniform tends to diminish the importance of an individual's financial, social, and ethnic background, while clearly showing his degree of accomplishment in Scouting. At the same time, the uniform maintains one's individuality since no two uniforms are completely alike, and they show off that individual's Scouting achievements.

15.2 — Uniform Required

The uniform is so important it is one of Scouting's eight methods.

Troop 2 Scouts are required to wear their Troop 2 uniforms (field uniforms) at:

- Any official gathering where they represent Troop 2.
- Regular Scout meetings. However, because of sports practice or some other issue, the leadership realizes that a Scout may be out of uniform occasionally.
- Courts of Honor

Scouts are expected to be in uniform BEFORE they arrive for any official Scout function and are expected to leave the uniform on for the ENTIRE duration of the activity. Scouts out of uniform at meetings may be asked to leave the meeting until in proper uniform.

Scouts and adults are expected to acquire their uniform immediately upon joining the troop and/or becoming an active leader/member.

The Scoutmaster may deny participation in any Troop 2 activity to those who consistently do not wear their uniform or wear it inappropriately.

See the Troop 2 uniform standards.

15.3 — Uniform at Board of Review

No Scout may appear before any Board of Review without an attempt to look his best—as if they were interviewing for a job or college scholarship.

It is preferred that a Scout wear his field uniform to a Board of Review. Alternatively, he may wear other clothing appropriate to the occasion, according to his means. In all cases, the Scout must be clean and dressed neatly.

15.4 — Overall Appearance of a Troop 2 Scout

Only official BSA patches, pins, insignias should be worn on the Boy Scout uniform. At no time should a Scout's overall appearance detract from the Scout uniform or represent Troop 2 and BSA in a poor way. Therefore, it is expected that all Scouts will always try to present themselves in a professional, mature, and respectable manner—as if they were attending a job interview, scholarship interview, and/or preparing to represent Troop 2 in some official capacity.

It is expected that all Scouts will:

- Be well groomed and practice good hygiene.
- Wear a clean uniform and other clean clothes.
- Wear their uniform appropriately—e.g., shirt tucked in, shirt buttoned, etc...
- Not intentionally sag their pants.
- Not wear other clothes that detracts from or disrespects the Scout uniform or Troop 2 in any way.
- Not present himself in a way that detracts from or disrespects the Scout uniform or Troop 2 in any way.

The Scoutmaster, in consultation with the other adult leaders, has the final say on whether a Scout is appropriately dressed and presenting himself appropriately. Any Scout not appropriately dressed in his uniform may be denied a Scoutmaster Conference, Board of Review, or awards/recognition at a Court of Honor. Any Scout who consistently does not wear his uniform or does not wear it appropriately may be subject to disciplinary steps—conference with parents, disciplinary Board of Review, etc.... Ultimately, any Scout who consistently refuses to wear his uniform, or to wear it appropriately, is indicating that he does not want to be in Scouting.

15.5 — Adult Leader Uniform Standards

Adult leaders wear the same uniform as the Scouts, except they do not wear a badge of rank. Wearing a patrol medallion is optional for adult leaders.

Troop 2 requires a Scout uniform for all Assistant Scoutmasters and the Scoutmaster. The Scoutmaster and Assistant Scoutmaster are considered role models and are expected to meet and exceed the minimum standards set for the Scouts.

Troop 2 committee members may also wear the Boy Scout uniform, but they are not required to do so. They are encouraged to wear the Boy Scout uniform to model the appropriate wear of the uniform for the Scouts, and create an atmosphere of pride in wearing the BSA uniform.

When wearing the uniform, Adults will make sure it is worn properly using the above guidelines.

15.6 — Troop 2 Neckerchief

The Troop 2 neckerchief patch is the most distinctive and unique emblem of our troop. It symbolizes the honor and reputation of this troop and should be respected and protected. Only currently-active Troop 2 Scouts and adult leaders may wear the Troop 2 neckerchief. Only those who earned Eagle Scout may wear the Eagle neckerchief.

The Troop 2 neckerchief, green with a Troop 2 patch, should only be worn with the official BSA/Troop 2 uniform. Except for an emergency situation, the Troop 2 neckerchief should never be worn or used as a typical bandana—e.g., worn on top of the head, used for games, etc...

The troop gives each Scout a green Troop 2 neckerchief when he:

- Has earned the Scout rank. The standard neckerchief is presented as soon as a Scout earns the rank. The Eagle neckerchief is presented at the Eagle Court of Honor.
- Has all appropriate paperwork and dues taken care of.

The troop gives each adult leader a Troop 2 neckerchief when s/he:

- Has completed Youth Protection training.
- Has completed all paperwork requirements.

15.7 — Sale/trade/replacement of a Troop 2 Neckerchief

The Troop 2 neckerchief may not be sold, traded, or given to anyone not entitled to wear that neckerchief. Members are entitled to only one standard neckerchief, and Eagle Scout members are entitled to only one Eagle neckerchief. Members may purchase a replacement neckerchief for one worn out or lost.

In exceptional circumstances where an individual has rendered outstanding services to Troop 2, the Scoutmaster may, at his discretion, present a standard neckerchief to that individual. In no case may an Eagle neckerchief be presented to a non-member or a non-Eagle.

Chapter 16 — Troop 2 Finances:

16.1 — Troop Committee Authority over Troop 2 Finances

The Troop 2 Committee approves the annual troop budget, and it approves all expenditures. The troop committee carefully selects the troop treasurer and oversees the treasurer's actions. The Troop 2 Committee is the final authority of how troop funds and all accounts are managed.

The committee is responsible for conducting a simple annual audit of the previous year's income and expenses, assisted by the treasurer and the Scoutmaster. The annual audit should also include a sanity check of who has signature authority for Troop 2 accounts, including at the Scout Shop.

The Troop 2 Committee is responsible for resolving any conflict that arises with the Troop 2 budget, expenditures, Scout Accounts, or any area of Troop 2 finance overlooked, confused, and/or in conflict within these bylaws.

Troop 2 finances are guided completely by the Troop 2 Committee. How other Boy Scout troops manage their finances has no bearing on how Troop 2 manages its finances.

16.2 — Troop Checking Account

Troop funds are kept in a checking account (interest-bearing, if possible) under the name of Troop 2 BSA. The troop treasurer is the primary disbursing officer of troop funds and is the sole keeper of all receipts. The troop treasurer and other signatories each have a Troop 2 debit card and some blank checks.

16.3 — Troop Scout Shop Account

Troop 2 maintains an account at Hibbard Scout Shop, to facilitate pick up of merit badges, rank patches, and items needed for Webelos Crossover. Typically there are more signatories on the Troop 2 Scout Shop account than at the bank.

16.4 — Fund Raising

The Troop Fundraising Chair is responsible for supervising all Troop 2 fund raising. We expect all Scouts and families to participate in fund raising efforts. The troop committee will decide how much of any funds earned go to the troop's general budget and how much will be credited to each Scout's account, and for what purpose the funds may be used. In general, the Troop wants 100% of funds raised to go to each Scout Account and will make every effort to structure fund-raising and budgeting activities to support this goal. Scout Leaders in charge of each fund raising activity will provide the treasurer with a distribution of funds to each participating scout. Any fundraising outside of Popcorn sales must also be approved by the Troop Committee and Pikes Peak Council.

16.5 — Annual Family Expenses

Annual expenses for the family of each Scout include monthly dues, summer camp, various campouts requiring permits, fees for high adventure trips, and other miscellaneous camping expenses. Less frequent expenses include purchase of a Scout uniform and small fees for certain activities. We expect families to encourage their sons to develop a thrifty mindset by requiring them to earn a reasonable part of their Scouting expenses through Troop 2 fundraisers.

16.6 — Troop Dues

Dues for Troop 2 are collected annually in January of each year. Troop Dues cover the following costs for the Troop:

- Annual Registration Fees required by BSA.
- Cost of Promotional Items (Badges, Pins, Scarf's, etc).
- General Troop Activities (Lock-in, Pizza Night, etc)
- Adult Leader expenses (training, attending a campout, etc.)

Dues are calculated based on the Budget Requirements for the Troop.

Dues for Scouts who join mid-year are prorated based on the number of full months remaining. For example, if a Scout joins the Troop on March 15, they need to pay for April through Dec. Dues are non-refundable.

Scouts turning 18 during a year will have their Dues pro-rated at the beginning of the year until the end of the month in which they turn 18. The pro-rated amount will be determined by the treasurer based upon current registration fees and other associated costs.

Troop Dues will be paid from the Scouts account using any available funds. If the Scout Account does not contain enough money to pay for Troop Dues, the Scout needs to deposit money into the account to cover the cost of Dues.

16.7 — Boy’s Life Subscription (optional)

Boys Life Subscriptions will be paid from the Scouts account using any available funds. If the Scout Account does not contain enough money to pay for the subscription, the Scout needs to deposit money into the account to pay for the Subscription cost. The scout or parent needs to let the committee chair know before recharter if they do not want the subscription.

16.8 — Payment Deadlines and Penalties

Annual dues for Scouts continuing in Troop 2 need to be turned in to the treasurer by the end of January. The Treasurer and the Scoutmaster should set reasonable payment deadlines for other payments. Any Scout who fails to pay by the deadline may be designated “inactive” and excluded from all Troop 2 activities or dropped from an activity where the deadline was missed. All fees are payable in advance of the activity.

Scouts with a negative Scout Account balance are not considered “in good standing” and will not be given award patches or cards.

16.9 — Scout Account

Monies received for a Scout are deposited and tracked in their Scout Account by the Troop. Any funds disbursed to pay for Dues, Summer Camp, Camping Activities, Scout Supplies, etc are recorded individually. See the Refund section for policies concerning refunds.

The individual Scout account is not an individual savings account for the Scout. The Scout Account program was created to support the Scout in the Scouting program. The Scout Account does not belong to the Scout or his family. Neither the Scout nor his parent(s) may take cash back out of the account.

The individual Scout may build his Scout Account balance via fundraising efforts and by the money his parent(s) deposit in the account.

If a parent is not sure if his/her son will stick with Scouting, the parent should consider not depositing large amounts of money in the Scout’s account.

If a Scout works hard at the fundraising opportunities made available, a Scout can pay his own way through Scouting— including all camping trips, gear, and summer camp.

16.10 — Reimbursement for Scouting Supplies

Scouts may request reimbursement for Scouting supplies from their Troop 2 Scout Account. Reimbursement may not exceed available funds. Reimbursement requires approval from the Scoutmaster and the Treasurer.

Reimbursement is made for equipment/supplies that support the normal Scouting and Troop 2 program. As the Troop official responsible for overseeing the overall Troop 2 program, the Scoutmaster (in consultation with the Troop 2 Treasurer and Committee) reserves the right to determine what equipment supports the normal Scouting and Troop 2 program.

One of the criteria used to determine if gear is ok for reimbursement has been if the gear is for an activity/outing that Troop 2 will be participating. If the request for reimbursement is for gear that the scout will probably only use by himself, with non-Scouting friends, or family, then the request will probably be turned down.

In the past, some of the equipment purchased (reimbursed) out of Scout accounts included (but not limited to):

- Sleeping bags and pads
- Tents
- Camping cookware
- Water purifiers
- Cold weather gear
- Backpacks
- Miscellaneous gear: headlamp, camp chair, camp lamp, etc....

Some examples of reimbursement requests turned down:

- Toe clips for a bike
- An expensive specialty knife
- Paintball equipment

There are no rigid fixed criteria for determining what gear supports the normal Scouting program. So, each request is taken on a case-by-case basis. Part of the consideration of whether to reimburse or not is based on the Scout himself—his rank, his camping experience, and his current camping needs. For example, it is inappropriate for a brand new Scout to request reimbursement for a specialty knife when he doesn't own a decent sleeping bag or cold weather camping gear.

Reimbursement of gear from the Scout account is limited to Scouts who are active and in good standing with Troop 2. There are strings attached and there always have been. It is inappropriate for a young man who has quit/left Troop 2 (indicated by his lack of attendance, lack of communication with leadership, and/or turning 18) to come back and make a request for reimbursement of gear. Any young man, who has been inactive in Troop 2, should first become active in the Troop before making any requests for reimbursement.

Any young man who decides to quit Scouting and Troop 2 may not take his cash back out of his Scout Account. Again, the individual Scout account is not an individual savings account for the Scout. The Scout Account program was created to support the Scout in the Scouting program. The Scout Account does not belong to the Scout or his family.

Neither the Scout nor his parent(s) may take cash back out of the account.

16.11 — Special Request for Reimbursement

At any time, a Scout (not his parent) may make a request in writing for reimbursement for unusual equipment and/or support for the Scout. These kinds of requests should be given to the Scoutmaster. The Scoutmaster should discuss these special requests with the Troop 2 Committee.

16.12 — Reimbursement for Eagle Scouts

Any Scout who is becoming an Eagle Scout may use the funds in his Scout Account to help pay his expenses for:

- The Eagle project.
- The Eagle Court ceremony.

Any Scout who is becoming an Eagle and wants to use his account for new gear before he leaves Troop 2 is subject to the same gear reimbursement limitations outlined earlier. In this situation, the new Eagle Scout should plan carefully, and communicate his needs clearly to the Scoutmaster before making a request for reimbursement.

Scouts, who become Eagles and remain active in Troop 2 and/or become Jr. Assistant Scoutmasters with Troop 2, may use their Scout Account funds to help them in their leadership role. If the scout remains active and turns 18, and becomes a Committee Member or Adult Leader, his Scout Account will become an Adult Account which the funds can be used for activities, dues etc.

16.13 — Non-Restriction of Funds

Funds earned by the Scout during Fund Raising activities can be used for:

- Dues
- General Camping Fees
- Summer Camp Fees
- High Adventure Trips
- Scouting Supplies

It is encouraged that each Scout discuss with his family the most appropriate use of monies raised during fundraising activities.

16.14 — Transfer of Funds between Scout Accounts

Recognizing that Scouting requires significant investments in time and family resources, the Troop does allow funds to be transferred between Scouts from the same family. For example, one brother drops from Scouts, his funds can be transferred to the remaining brother. If both brothers are active, both Scouts and a Parent/Guardian must approve the transfer of funds. Also if funds are available in a parent's account who is an Adult Leader, those funds can be transferred to their own scout's account.

Funds cannot be directly transferred from one Scout Account to another Scout Account except under the above rule. If any funds remain in a Scout Account after he leaves the Troop, those funds revert to the Troop to be used for general Troop activities.

Friends may not transfer funds.

16.15 — Transfer to Another Troop

Scouts transferring to another troop may request that any funds in their Scout Account be transferred to the new Troop. The request for Transfer must come for the new Troop in writing. Dues or any prorated amount of Dues cannot be transferred to another Troop. Transferred funds will be disbursed with a check payable to the new Troop.

16.16 — Inactive Accounts

If a Scout has been inactive (see 9.1 —Active Service Standard) for 6 months, all Funds in the Scout Account permanently revert to the Troop to be used to cover General Troop expenses.

16.17 — Refunds in General

Dues paid to Troop 2 are not refundable. Fees paid by new members are not normally refundable. The intent of this policy is to encourage families to evaluate their interests carefully and to commit fully to Scouting in Troop 2, as well as to allow the troop to budget adequately. Other monies paid to the troop are refundable on request on a case-by-case basis, if not already spent by the troop, and subject to any other applicable troop policy. The troop may make refunds only after the family requesting them has fulfilled all its other family financial obligations to the troop. The troop committee is the final arbiter on all refunds.

Any young man who decides to quit Scouting and Troop 2 may not take his cash back out of his Scout Account.

16.18 — Non-refundable Deposits

For activities requiring commitment of significant fees well in advance, it is troop policy to require a non-refundable deposit (typically \$100/person, but this may be set this higher or lower as appropriate). In connection with this, the Scoutmaster or tour leader will determine a "signup" deadline and a "final due" date. The signup deadline should be set as close to the activity date as possible, but early enough to allow adequate planning and reservations. The final due date should be set at the time the first outside financial commitments must be paid for the activity.

To sign up for such an activity, each person must pay the deposit by the signup date. Those signing up after that date will be placed on a waiting list. For those who drop out of a trip, deposits (and other fees) are refundable as follows:

- Before the signup deadline, all deposits and fees are fully refundable.
- Between the signup deadline and the final due date, the deposit will be credited to a Scout's troop account and is therefore available for regular troop expenses, but not otherwise refunded. Any additional fees paid are fully refundable.
- After the final due date, deposits are forfeited. Forfeited deposits will be disbursed as follows: (a) to pay for any actual outing expenses incurred on the person's behalf; (b) to help defray other participants' costs which have increased due to the person's withdrawal (e.g., the fair share of a chartered bus ride); (c) to the general troop budget (if any amount is credited to the general troop budget, a record of the amount will be given, on request, for tax purposes). If the deposit is insufficient to cover (a) and (b), then additional funds will be withheld before any additional fees paid by the withdrawing person are refunded. A full accounting of the withheld items will be supplied.

The troop committee is the final arbiter on all refunds.

16.19 — Summer Camp Fee

The summer camp fee is set as the actual camp charge. If payment deadlines are not met, a Scout can immediately be dropped from the summer camp roster.

16.20 — Youth Leader Expenses

The troop pays half of a scout's BSA training expenses.

16.21 — Adult Leader Expenses

The troop pays the BSA registration fee for all active adult leaders.

The troop pays the cost of BSA basic training for active adult leaders. The Troop pays a portion of the cost of any advanced training for active adult leaders, as determined by the troop committee.

The troop also pays entry and other fees and for meals for adult leaders on outings when the budget permits (as determined by the Scoutmaster and Troop Committee). If the budget does not permit paying for all adults, the troop pays for the Scoutmaster and Assistant Scoutmasters, if possible.

Uniformed adults are responsible for the cost of their own uniforms.

16.22 — Other Expenses

The only expense on most campouts is for food. Scouts generally eat in their patrol groups. Each Patrol Leader is responsible for collecting and disbursing the money for campout food. The budget also normally includes a direct subsidy of the costs of each Troop 2 high adventure trip, particularly the cost of the trip commemorative patch.

16.23 — Payment by Check

We encourage families to make all payments to the troop by check. This provides a record of payment and a safeguard for both the family and the troop in the event of a mistake. It is troop policy not to accept payments of more than \$50.00 in cash. For all cash transactions, the treasurer will ensure a receipt is given.

Chapter 17 — Alcohol, Tobacco, and Illicit Drugs

17.1 — General

As required by BSA policy, the troop will make every possible effort to provide a completely alcohol-free, tobacco-free, and drug-free environment for our Scouts.

17.2 — Alcohol

No Scout and no adult may possess or consume alcoholic beverages at any time during any Scouting activity. Violators will be dismissed from the activity and suspended from the troop until they appear at a troop committee meeting (with a parent, if a Scout). The committee will determine any further actions, including the possibility of permanent expulsion from the troop.

17.3 — Tobacco

Use of tobacco products is not consistent with the Scout Law and Promise. No Scout may possess or use tobacco products at any time on any Scouting activity, regardless of parental consent. Adults who smoke/chew must do so completely away from the Scouts (we recognize the reality of addiction to nicotine which requires most users to need frequent doses).

Scout violators will be dismissed from the activity and suspended from the troop until they appear at a troop committee meeting (with a parent). The committee will determine any further actions, including the possibility of permanent expulsion from the troop. [Because of the increase in tobacco use by teenagers, and its long-term potential for serious harm, we have chosen to take a strict position against its use, consistent with BSA policies.]

17.4 — Illicit Drugs

Troop 2 bans the possession or use of illegal drugs (marijuana, etc), other abusable substances (glue, prescription drugs, etc, except when used for their intended purpose), and drug paraphernalia (roach clips, pipes, etc).

Violators may be turned over to the police. Police involvement for Scout violators will be at the discretion of the adult leader in charge based on individual circumstances. All violators will be dismissed from the activity and suspended from the troop until they appear at a troop committee meeting (with a parent, if a Scout). The committee will determine any further actions, including the possibility of permanent expulsion from the troop.

Chapter 18 — Miscellaneous

18.1 — Troop-owned Equipment

The troop owns the minimum necessary equipment for troop outings, including tents, stoves, etc. The Scoutmaster, Equipment Coordinator, Quartermaster and troop committee are responsible for overseeing troop equipment and assessing appropriate charges to individuals or patrols for any lost or damaged troop equipment checked out to them. Troop and patrol equipment is intended for use by troop members on troop activities. Equipment may not be loaned to non-members or former members.

18.2 — Banned Items

The following items are banned from all troop activities for all youth and adult participants, unless specifically approved by the Scoutmaster:

- Any item currently banned by BSA (the BSA ban). Ignorance of BSA and/or Troop 2 rules is not ever an excuse from having any of these items—even if an item has deep spiritual and/or deep emotional meaning to you. Anyone ignoring the BSA ban may be immediately brought before a disciplinary Board of Review, suspended from the troop, and future trips.
- Any candle lantern (because of fire risk in tents)
- Any non-folding fixed-blade knife (sheath knife, machete, etc...)....even if it's a knife your Grandfather gave you that he used to skin Grizzly Bears and Bigfoot.
- Any glass container
- Any radio, "walkman," electronic game, or other electronic gadget that is deemed a distraction.
- Fireworks, firearms, weapons of any kind, etc...
- Clothing that contradicts the wholesome values of Scouting—as determined by the Scoutmaster.

18.3 — Troop Web Site

The troop will maintain an Internet web site with appropriate information available to troop families and the general public. Our Troop 2 website address is: <http://troop2.homestead.com/>.

The primary purposes of the Troop 2 Website are to provide a centralized communication tool for Troop 2 members (scouts, parents, guardians, and leaders) to share information, to facilitate planning outings and events, and to act as a conduit for disseminating information to Troop 2. In addition, the website promotes Troop 2 to potential members and helps other troops and Scout leaders benefit from our experience.

The troop calendar will include:

- dates/times of regular meetings, committee meetings, and Courts of Honor
- dates/times of Troop 2 outings, including Eagle Service Projects led by any scouts in our troop
- dates/times of patrol outings and patrol meetings that do not take place during troop meetings
- dates/times of other meetings for Troop 2 including PLC and planning meetings, and Troop 2 training sessions
- dates/times of relevant Pikes Peak Council and Frontier District events including Roundtable, Eagle Fledgling Meetings, Popcorn Kickoff, Volunteer Dinner, Friends of Scouting Breakfast, Order of the Arrow activities, Wood Badge quarterly meetings, etc.
- locations for any of the above that do not take place at our usual meeting location
- dates of scheduled school closures, and first/last days of school, for the school districts (and private schools) that our Scouts attend
- dates of holidays
- dates when payments are due for long term camping, annual dues, and fundraisers

The Webmaster and Web Advisor will make every effort to keep the Website updated, keeping in mind at all times that the content and design of the Website should reflect the purposes and values of scouting and the unique character of our troop. Copyright infringement is not permitted on the troop website.

Keeping in mind the public nature of the Internet, the Webmaster and Web Advisor will not publish last names (initials are ok) or other personal information that could be used for harmful purposes.

Disclaimers:

- By using any of the Troop's features, the User and the User's parents/guardians understand, acknowledge and agree the Troop does not have the ability to monitor email or most usage of the Website, save the disabling of email addresses and certain features by canceling or disabling the User's account. Scouts are expected to conduct themselves in a manner consistent with the Boy Scout law, oath, and other codes of conduct and to refrain from inappropriate or offensive conduct on the Website.
- Every attempt will be made to preserve the integrity of the site and features and react to any issues that may arrive, but there is no guarantee of the effectiveness of these preventative or reactive measures. By using the Troop's features, the User and the User's parents/guardians understand the inherent risks to using the site and the

Internet in general. All concerned acknowledge, agree, and understand that the Troop cannot control access or data of any kind to any resources not located on our domain.

- The Troop does not have any means to monitor or restrict emails, including spam or inappropriate emails that come into or out of the Website. Any inappropriate emails or content should be reported to the webmaster immediately so that Troop 2 adult leadership and the webmaster can investigate and take actions within their control to eliminate and/or address the inappropriate emails and content.

18.4 — Other Troop Publications

The troop will create and distribute other publications as needed to keep families and Scouts informed.

18.5 — Dietary Restrictions

The troop discourages poor eating habits—especially on camping trips and while at camp. If necessary, the Scoutmaster and other adult leaders may correct a Scout or take a Scout home that is not eating properly.

18.6 — Searches and Inspections

Because we are responsible the safety and well-being of all Scouts on any Troop 2 activity, we occasionally have to search tents, packs, and pockets (a Scout may be asked to turn his pockets inside out) for contraband. This is for issues around accusations of theft or for safety reasons—e.g., looking for a candy/junk food stash that will invite bears, skunks, and other undesirable varmints.

Scouting is based on trust, and we prefer to trust our Scouts. Unfortunately, a very few boys have abused this trust to bring contraband on a trip or to steal from other Scouts. It is sad that the honest majority must pay the price for the unethical few.

It is our obligation to protect our Scouts from harmful influences or poor decision making. We especially want those few who may be goaded by the temptations of dishonor to know that they may be checked at any time.

Searches and inspections of gear on trips and at camp is common and usually for safety and instructional purposes. Scouts who hide food in their tents or clothing, for example, put the entire troop at risk.

Only the Scoutmaster or other adult leader in charge is empowered to conduct a search or inspection of a Scout, his pack, or his tent, upon reasonable suspicion. A minimum of two adults and the Scout must be present during any search.

Note that a pre-trip gear check is not considered a search, and it can be conducted by senior scouts, with the owning Scout present.

18.7 — Personal Communications Equipment

In order to preserve the outdoor experience, and prevent outings from becoming too much an extension of city life, personal communications equipment (cellular telephones, pagers, radio transceivers, etc...) are banned from all troop outings, unless specifically approved in advance by the Scoutmaster.

Adults who have such equipment are asked to leave them in the cars on any outing. The troop will provide (or request) appropriate emergency communications equipment for remote activities, including a satellite communications system as needed. It is undesirable to have personal communication equipment available on a wilderness activity for routine personal or business activities.