

TROOP 997

Troop Guidelines / Parents' Guide



**Boy Scouts of America
St. Louis Area Council
Boone Trails District**

Chartered by:

**Ostmann Elementary P.T.O.
O'Fallon, MO**

Scoutmaster

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Welcome to Troop 997, O'Fallon, MO

Troop 997 is a *boy-run* Troop located in O'Fallon, MO. Troop 997 is dedicated to operating within all of the rules, regulations and guidelines of the Boy Scouts of America.

Introduction and Membership

Boy Scouting, one of the traditional membership divisions of the BSA, is available to boys who have earned the Arrow of Light Award or have completed the fifth grade, or who are 11 through 17 years old. The program achieves the BSA's objectives of developing character, citizenship, and personal fitness qualities among youth by focusing on a vigorous program of outdoor activities. Any changes to the age requirements by the BSA will be mirrored by Troop 997.

Troop 997 also accepts transfers from other Troops as long as the transferring Scout is leaving in good standing with the previous Troop. Any Scout who has been expelled from or membership in another Troop has been canceled, will not be considered for membership in Troop 997.

The most exciting for the Scout (and challenging for the Parents) is the initial differences between Cub Scouting and Boy Scouting. Cub Scouting is an adult run program. Boy Scouting is a boy-run program with the oversight and guidance of the adult leaders.

Adult membership in Troop 997 is open to all parents of youth members, members of the sponsoring organization and any other person interested in serving the youth of the Troop.

The Chartered Organization Representative and the Troop Committee Chairman must approve all adult membership.

Aims and Methods of the Scouting Program

The Scouting program has three specific objectives, commonly referred to as the "Aims of Scouting." They are *character development, citizenship training, and personal fitness*.

The methods by which the aims are achieved are listed below in random order to emphasize the equal importance of each.

Ideals

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

Patrols

The patrol method gives Boy Scouts an experience in group living and participating citizenship. It places responsibility on young shoulders and teaches boys how to accept it. The patrol method allows Scouts to interact in small groups where members can easily relate to each other. These small groups determine troop activities through elected representatives.

Outdoor Programs

Boy Scouting is designed to take place outdoors. It is in the outdoor setting that Scouts share responsibilities and learn to live with one another. In the outdoors the skills and activities practiced at troop meetings come alive with purpose. Being close to nature helps

Boy Scouts gain an appreciation for the beauty of the world around us. The outdoors is the laboratory in which Boy Scouts learn ecology and practice conservation of nature's resources.

Advancement

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

Associations With Adults

Boys learn a great deal by watching how adults conduct themselves. Scout leaders can be positive role models for the members of the troop. In many cases a Scoutmaster who is willing to listen to boys, encourage them, and take a sincere interest in them can make a profound difference in their lives.

Personal Growth

As Boy Scouts plan their activities and progress toward their goals, they experience personal growth. The Good Turn concept is a major part of the personal growth method of Boy Scouting. Boys grow as they participate in community service projects and do Good Turns for others. Probably no device is as successful in developing a basis for personal growth as the daily Good Turn. The religious emblems program also is a large part of the personal growth method. Frequent personal conferences with his Scoutmaster help each Boy Scout to determine his growth toward Scouting's aims.

Leadership Development

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

Uniform

The uniform makes the Boy Scout troop visible as a force for good and creates a positive youth image in the community. Boy Scouting is an action program, and wearing the uniform is an action that shows each Boy Scout's commitment to the aims and purposes of Scouting. The uniform gives the Boy Scout identity in a world brotherhood of youth who believe in the same ideals. The uniform is practical attire for Boy Scout activities and provides a way for Boy Scouts to wear the badges that show what they have accomplished. Although a uniform is highly recommended, it is not required to attend a Troop 997 meeting or function.

BSA Mission Statement

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

Scout Law

TRUSTWORTHY

A scout tells the truth. He keeps his promises. Honesty is a part of his code of conduct. People can depend on him.

LOYAL

A Scout is true to his family, Scout leader, friends, school and nation

HELPFULL

A Scout is concerned about other people. He does things willingly for others without pay or reward.

FRIENDLY

Scout is a friend to all. He is a brother to other Scouts. He seeks to understand others. He respects those with ideas and customs other than his own.

COURTEOUS

A Scout is polite to everyone regardless of age or position. He knows good manners make it easier for people to get along together.

KIND

A Scout understands there is strength in being gentle. He treats others as he wants to be treated. He does not hurt or kill harmless things without reason.

OBEDIENT

A Scout follows the rules of his family, school, and troop. He obeys the laws of his community and country. If he thinks these rules and laws are unfair, he tries to have them changed in an orderly manner rather than disobey them.

CHEERFUL

A Scout looks for the bright side of things. He cheerfully does tasks that come his way. He tries to make others happy.

THRIFTY

A Scout works to pay his way and to help others. He saves for unforeseen needs. He protects and conserves natural resources. He carefully uses time and property.

BRAVE

A Scout can face danger even if he is afraid. He has the courage to stand for what he thinks is right even if others laugh at or threaten him.

CLEAN

A Scout keeps his body and mind fit and clean. He goes around with those who believe in living by these same ideals. He helps keep his home and community clean.

REVERENT

A Scout is reverent toward God. He is faithful in his religious duties. He respects the beliefs of others.

Scout Oath (or Promise)

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

Scout Motto

Be Prepared

Scout Slogan

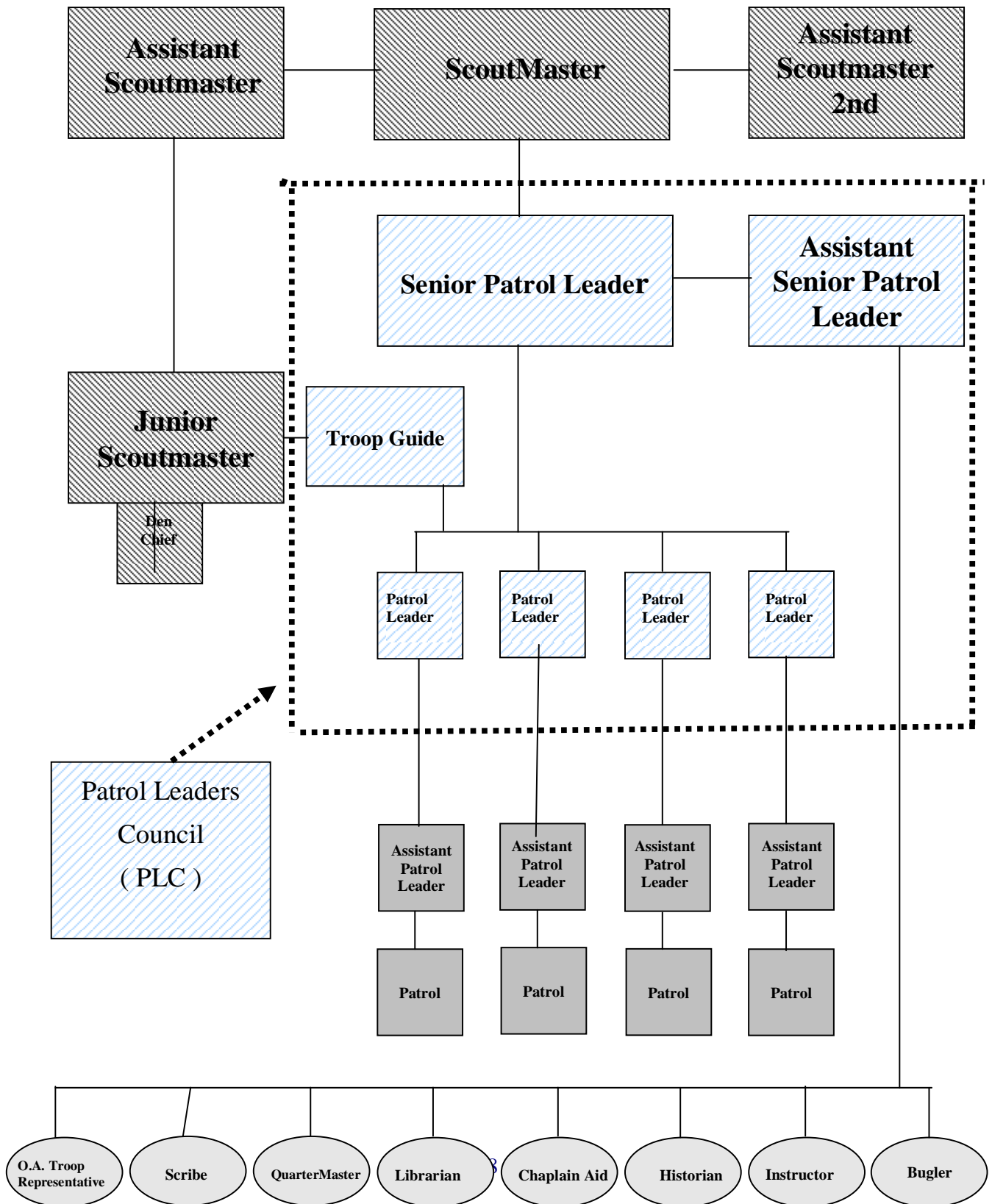
Do a Good Turn Daily

Outdoor Code

As an American, I will do my best to
Be clean in my outdoor manners,
Be carefull with fire,
Be considerate in the outdoors, and
Be conservation-minded

Organization

The following page is a representative outline of a Troop structure and Patrol Leaders Council



Troop Committee

There are many varied tasks on the committee. Some duties involve few man-hours each month but are year-round, while other duties involve a more focused action over a one or two month span. Additionally, Troop Committee members are needed to serve on the Boards of Reviews. A simple majority of the committee members present is required for a motion to be passed.

Some of the committee positions are listed below.

Committee Chairman - Runs the Troop Committee. Secures individuals for Troop Committee positions. Arranges for annual recharter. Performs annual audit of Troop's bank account.

Secretary - Attends the monthly committee meeting and takes minutes in bullet form. Conducts the Troop resource survey. Handles publicity related items.

Treasurer - Maintains the troop bank account and pays bills on recommendation of the Scoutmaster and authorization of the Troop Committee.

Lead the preparation of the annual Troop budget.

Outdoor Activities Coordinator - Provides advance planning and support for monthly campouts and activities. Secures all required tour permits for Troop activities. Secures permission to use camping sites. Helps to ensure a monthly outdoor program.

Advancement Coordinator - Maintains all troop advancement records and awards. Arranges for Board of Reviews for rank advancement. Arranges quarterly Court of Honor ceremony. Secures badges and awards. Keeps track of all activities attended.

Training Coordinator – Coordinates the training for the troop's adults. Is responsible for BSA Youth Protection training within the Troop. Encourages junior leader training within the Troop and at the council level.

Equipment Coordinator – Supervise and help the Troop procure equipment. Work with the youth Quartermaster on inventory, storage and maintenance of equipment. Make periodic safety checks on Troop equipment.

Chaplain – Provides a spiritual tone for meetings and activities. Gives guidance to the Chaplain Aid. Visits homes of Scouts in sickness or in times of need.

Fund Raising Coordinator - This requires coordinating any fund raisers that may be instituted.

Scoutmaster

This could very well be the most difficult, and at the same time most rewarding, adult position within the Troop. The Scoutmaster is the adult in charge of the guidance and oversight of the boy run Troop. The Scoutmaster is responsible for the training and oversight of the Patrol Leaders Council. The Scoutmaster gives his input and guidance to the Patrol Leaders Council and works with the Senior Patrol Leader in ensure a well run program. The Scoutmaster gives his report to the Troop Committee at regular meetings. The Scoutmaster instills in the Scouts that “Olde Tyme” is not a bad thing.

Assistant Scoutmaster

The Assistant Scoutmasters are the extension of the Scoutmaster. They are ready to support the Scoutmaster and fill in during any periods or activities the Scoutmaster is unable to attend.

Junior Assistant Scoutmaster

The Junior Assistant Scoutmaster is assigned by the Scoutmaster. He must meet the minimum requirements of Eagle Scout and have a minimum age of 16 years old. He is given direct oversight of the Troop Guides and the Den Chiefs.

Senior Patrol Leader (SPL)

The Senior Patrol Leader (SPL) is the elected Scout leader of the Troop. He is responsible to the Scoutmaster for all Troop functions and operations. He conducts monthly Patrol Leaders Council meetings for planning and review of the Troop's activities and meetings.

Assistant Senior Patrol Leader (ASPL)

The Assistant Senior Patrol Leader is the right hand of the Senior Patrol Leader. He is willing and able to fill in during the absence of the Senior Patrol Leader. He is also responsible for the guidance of the support roles within the Scout structure. (Refer to the organization chart.)

Patrol Leader

The Patrol Leader is the elected Scout for a group of 8 – 10 Scouts. He is responsible to the Senior Patrol Leader for the operation of the Patrol. He helps his Patrol members with training and advancement. He is also responsible for the planning and communication within his Patrol.

Assistant Patrol Leader

The Assistant Patrol Leader is the right hand of the Patrol Leader. He takes his direction from the Patrol Leader. He is willing and able to fill in during the absence of the Patrol Leader.

Troop Guide

The Troop Guide is responsible to the Junior Assistant Scoutmaster. He is responsible for the guidance and training of the Patrol Leaders to ensure a fully functioning Patrol.

Scribe

The Scribe is responsible to the Assistant Senior Patrol Leader. He is responsible for the Troop record keeping. This includes taking minutes at the monthly Patrol Leaders Council meetings. He is also responsible for keeping track of attendance at all meetings and activities.

Quartermaster

The Quartermaster is responsible to the Assistant Senior Patrol Leader. He is responsible for the Troop's equipment. He will work with the adult Equipment Coordinator in making sure that all equipment needed for activities is provided and returned in good condition.

Librarian

The Librarian is responsible to the Assistant Senior Patrol Leader. He is in charge of the Troop's library of Merit Badge books and reference material.

Chaplain Aid

The Chaplain Aid is responsible to the Assistant Senior Patrol Leader. He is responsible for the spiritual tone at meetings and functions.

Instructor

The Instructor is responsible to the Assistant Senior Patrol Leader. He is responsible for specific training to the Scouts as directed.

O.A. Representative

The O.A. Representative is the liaison between the Order of the Arrow Lodge and the Troop Order of the Arrow members.

Troop Parents

The role of parents within Troop 997 is to be supportive of the Troop's efforts and to provide the atmosphere Scouts need to learn and excel. Parents should try to:

- 1.) Read their Scout's handbook and understand the purpose and methods of Scouting.
- 2.) Actively follow their Scout's progress (or lack thereof) and offer encouragement and a push when needed.
- 3.) Show support to both the individual Scout and the Troop by attending all Troop Courts of Honor.
- 4.) Be aware of the Troop program and annual calendar.

Adult Participation Guidelines

Since Troop 997 is a Scout led troop, all Troop activities are run by the Scouts. Guidance and supervision are given by the Scoutmasters to the Senior Patrol Leader (SPL) and the Patrol Leaders (PLs), and the direction to the Scouts is by the SPL and the PLs.

The few rules of parent conduct during Troop activities including campouts are structured to support the Scout-led concept:

First: Observe the “Rule of Two”:

No adult is to be alone at any time with a Scout and the Rule of Two is to be observed at all times. Basically, this rule requires that a minimum of two adults be present when any Scout is in a car, in the campground, or in any Scout activity. When engaged in one-on-one counseling of Scouts or when conducting a Scoutmaster Conference and it is not appropriate for another adult to be present, members of the Scoutmaster Corps should ensure that they are under the continuous observation of another adult from the other end of a room, down the hall, etc.

Second: Parents should not instruct or discipline their sons at scout activities:

It is Troop policy that “there are no moms or dads present” during Scout activities. Parents should not work with or discipline their own sons. To do so breaks down the Scout run concept and denies the boy an opportunity to either find out for himself or to work with other boys. When your son becomes a PL, he will not want his structure and discipline within the Patrol interfered with by a parent, however well meant. If a Scout approaches a parent with a “What do we do?” or “When do we eat?” question, the only correct response is “*Please check with your Patrol Leader.*” No parent should ever direct, discipline, scold, grab, or touch any Scout except for the most flagrant health and safety issues.

Third: On camping trips, tent pitching and eating is organized by patrol:

The adults function as a Patrol and pitch their tents near each other and eat together, or with Scout Patrols, as determined by the Scoutmaster.

Parents Guide

The Boy Scouts of America has developed materials for use in the Scouting program that provide essential information to members and their families. A detachable booklet in the front of The Boy Scout Handbook, "How to Protect Your Child from Child Abuse and Drug Abuse: A Parents Guide," provides information to help families to increase self-protection skills.

Youth Protection

Child abuse is a major problem affecting our society. Each year more than 2 million cases of suspected child abuse are reported. This means that 1 percent of American children are experiencing physical abuse, 1 percent are experiencing sexual abuse, and 2 to 5 percent are experiencing emotional maltreatment or some form of neglect. Because of the significance of this social problem, The Boy Scouts of America has declared child abuse as one of the "unacceptables" to receive special attention by those involved in the Scouting program.

The BSA has developed a five-point plan to combat child abuse and to improve the environment in which young people live. The key elements of this strategy include the following points:

- Educating Scouting volunteers, parents and Scouts themselves to aid in the detection and prevention of child abuse.

- Establishing leader-selection procedures to prevent individuals with a history of child abuse from entering the BSA leadership ranks.
- Establishing policies that minimize the opportunities for child abuse to occur in the program of the Boy Scouts of America.
- Encouraging Scouts to report improper behavior in order to identify offenders quickly.
- Swiftly removing and reporting alleged offenders.

Troop 997 and the Youth Protection Program

Troop 997 is committed to following all guidelines of the Youth Protection Program. Any suspected offenses of the Youth Protection Program must be reported to the Committee Chairman, the Scoutmaster or the Council Executive. All incidents reported to the Committee Chairman or the Scoutmaster will be reported to the Council Executive. All reports are taken seriously and appropriate action is taken to ensure the safety of the youth.

Troop 997 and the “Guide to Safe Scouting”

Troop 997 is committed to following the “Guide to Safe Scouting”. The purpose of the “Guide to Safe Scouting” is to prepare adult leaders to conduct Scouting activities in a safe and prudent manner. State or local government regulations that supersede Boy Scouts of America policies and guidelines shall be followed.

The Troop Uniform

The Troop 997 uniform shall consist of a BSA field uniform and a Troop activity uniform

The full BSA uniform consists of

Tan BSA shirt

Red epaulets on shoulders

Blue neckerchief and slide

All badges and proper rank insignia

BSA pants or shorts with a BSA belt

This uniform should be worn at all meeting during the school year, during all travel to and from activities, at all Scoutmaster conferences, at all Boards of Reviews and at the Court of Honor.

The Troop activity uniform shall consist of a T-shirt with the Troop or BSA logo.

This is a summer activity uniform and can be worn at meetings during the summer months when school is not in session and at other activities when approved by the Patrol Leader Council.

Advancement

Scouting provides a series of surmountable obstacles, and steps to over come them through the advancement process. The Scout plans his advancement and progresses at his own pace as he overcomes each challenge. Rules for advancement will be in accordance with BSA policies and guidelines. Scouts transferring from other Troops will have their time credited, for active service in the previous Troop, as determined appropriate by the Scoutmaster for purposes of rank advancement.

1. The Boy Scout learns.

A Scout learns by doing. As he learns, he grows in ability to do his part as a member of the patrol and the troop. As he develops knowledge and skill, he is asked to teach others. In this way, he begins to develop leadership.

2. The Boy Scout is tested.

A Scout may be tested on requirements by his patrol leader, Scoutmaster or Assistant Scoutmaster.

3. The Boy Scout is reviewed.

After a Scout has completed all requirements for a rank, he has a Board of Review. For Tenderfoot, Second Class, First Class, Star, Life and Eagle Palms, the review is conducted by members of the Troop committee. In preparation for an Eagle Project Review or Final Eagle Board of Review, a Troop Board of Review is conducted by members of the Troop committee. The Eagle Project Review and Final Eagle Board of Review are conducted by members of the district advancement committee.

Boards of Review

When a Scout has completed all the requirements for a rank, he appears before a Board of Review composed of members of the Troop committee. The purpose of the review is not an examination. Rather it is to determine the Scout's attitude and acceptance of Scouting's ideals; to ensure that the requirements have been met for advancement; to discuss the Scout's experiences in the Troop and the Troop's program; and to encourage him to keep working towards advancement. A Board of Review may also be held to counsel a boy about his lack of progress toward advancement.

4. The Boy Scout is recognized.

When the Board of Review has certified a boy's advancement, he deserves to receive recognition as soon as possible. This should be done at a ceremony at the next Troop meeting. The certificate for his next rank will be presented to him at the next Troop Court of Honor.

Court of Honor

As stated above, when a Scout advances, he should be recognized as soon as possible - preferably at the next unit meeting. He is recognized a second time at a public ceremony called a Court of Honor.

The main purposes of the Court of Honor are to finish formal recognition for achievement and to provide incentive for other Scouts to advance.

Troop 997 has formal Courts of Honor four times a year. All families are asked to attend and guests are certainly welcome. Every boy who advances in a quarter deserves to be recognized in front of his family. The Court of Honor is the boy's special night.

Merit Badges

The goal of the merit badge program is to expand a Scout's areas of interest and to encourage the Scout to meet and work with adults in a chosen subject. Merit badges are earned by a Scout working with a registered merit badge counselor. The Scout is required to contact the counselor to arrange for times and places to meet with the counselor. When the Scout completes the work on the merit badge the

counselor will inform the Scoutmaster that the Scout has completed the requirements for that badge. Merit Badges earned will be presented to the Scout during the Troop's quarterly Court of Honor.

Outdoor Program

Scouting is effective whenever we take advantage of it's truth: The place where Scouting works best is also the place that boys want the most. The outdoors. There are a number of good reasons why the outdoor program is so special, here are the four that are especially good:

1.)The outdoors is the best place for learning outdoor skills. How could it be otherwise?

2.)The outdoors is a great place for learning something about living with others. When Scouts walk on the same trail, cook and eat together, and share triumphs and troubles together, they are going to find out some important things about, patience, respect for other points of view, doing their full share, making a friend more easily, and saying no without losing one. Skills like these are among the "personal growth" skills we want from every Scout. The outdoors is where they grow up best.

3.)On the trail or in camp, the boy's leaders will be challenged by the real thing - getting their patrols fed and sheltered, keeping them warm and safe, solving the problems they can solve, and knowing how to get help for those they can't. It's a time when leadership skills can deepen, patrols grow closer, and the troop grows stronger.

4.)The outdoors is also a place where a Scout can get closer to the natural world around him - the land, the forests and their wildlife, the lakes and rivers, the mountains and the seas. Here, in the outdoors, he will learn of the understanding and respect for the environment we all share, and he will develop an active concern for it's health and a willingness to work to keep it healthy.

General

This section deals with troop policies and consists mostly of items forbidden in our troop. (You know we had to have this list somewhere.)

- No Smoking - Smoking is not permitted on any troop activity to include camping trips.
- Knives - No sheath knives, switch blades, or knives with blades over 4 inches in length are permitted on any troop activity by any scout, scoutmaster or guest (Parent).
- No Firearms - No firearms are permitted on any troop activity by any scout or guest. If any firearms are required on any troop activity, they will be under the strict control of the Scoutmaster Corps.
- No Booze - No alcohol will be permitted by any scout or guest at any troop activity where youth scouts are involved.
- No hazing. Physical hazing and initiations are prohibited by the Boy Scouts of America and may not be included as part of any Scouting activity.
- No Profanity - This applies to both youth and adults.
- No Radios - Scouts are not to bring any radios, portable video games, or other electronic equipment, etc. on any troop activity.
- Scouts should have pencil and paper at all troop activities.
- No saws or axes are to be used outside an ax yard.

- Axes are to be used with the "Contact Method" only.
- Scouts cannot build any fires until they earn "Fire'n Chit".
- Scouts will not be permitted to use any knife, ax or saw until they earn "Totin' Chip". One corner of a scout's "Totin' Chip" will be removed for each safety infraction involving a knife, saw or ax. If he loses all corners, he will lose his "Totin' Chip" and will no longer be able to use any knife, saw or ax until his "Totin' Chip" is re-earned.
- Scouts will not be allowed to swim at any troop activity unless there are at least two persons assigned as lifeguards, and other restrictions as directed in "Safe Swim Defense".
- All swimmers will use the "buddy system".
- No scout less than the rank of Star will be permitted to tent alone.
- Parents (especially the Scoutmaster Corps) should not work with or discipline their own scout during troop activities. It is troop policy that "there are no dads or moms present" during camping trips. Let's give our scouts a break during troop activities.
- Speed limits and all other traffic regulations are to be scrupulously upheld by parents driving scouts.
- Scouts are not permitted to ride in the rear of pickup trucks.

Discipline

All Scouts are expected to act in a manner to reflect the standards of the Scout Oath and the Scout Law.

Discipline is the responsibility of the youth leaders who would need to convene a disciplinary meeting on the spot with the adult leaders overseeing it. The charges will be based on violations of the scout law.

Continuous behavior unbecoming a Scout (i.e. behavior not in accordance with the Scout Law, Scout Oath, or Outdoor Code) may result in the expulsion of the Scout from the Troop. When such a behavior occurs at a Scout activity, parents may be called to pick up the Scout. An adult leader present during serious inappropriate behavior by a Scout (including the time a Scout is sent home) will provide a written report to the Scout and his parents, the Scoutmaster and Troop Committee. When a written report has been received, the Scoutmaster with the approval of the Troop Committee and the advice of Patrol Leaders' Council may make note of the inappropriate behavior by suspension of the Scout's participation in Troop activities. When participation is permitted, a probationary period of up to a year may be set for a Scout who received a written report. During the probationary period, the Scoutmaster or other adult leading a Scout activity may require the presence of a parent or other adult who accepts responsibility for the Scout during the activity. All of the above is possible, including expulsion from the Troop.

Elections and Term Limits

Senior Patrol Leader - Term of 6 months – not to exceed 2 consecutive terms

The Senior Patrol Leader generally must have:

1. Been a registered member of Troop 997 for at least six months
2. Advanced to the rank of Star or above
3. Been nominated for the position by the Scouts within the Troop
4. Must have completed JLTC or NYLT training
5. The Approval of the Scoutmaster
6. Been elected to the position of Senior Patrol Leader by a majority vote of members present at a regularly scheduled troop election meeting

The Scoutmaster may modify these requirements.

Assistant Senior Patrol Leader - Term of 6 months

The Assistant Senior Patrol Leader generally must have the same requirements as the Senior Patrol Leader.

The Assistant Senior Patrol Leader will be elected to his position after running for Senior Patrol Leader and gaining the 2nd highest vote count in the election.

The Scoutmaster may modify these requirements.

Patrol Leaders – Term of 6 months – not to exceed 2 consecutive terms.

The Patrol Leader generally must have:

1. Been a registered member of Troop 997 for at least six months
2. Advanced to the rank of First Class or above
3. The approval of the Scoutmaster
4. Been elected to the position of Patrol Leader by a majority vote of his patrol members present at a regularly scheduled troop election meeting.

The Scoutmaster may modify these requirements.

Elections and Term Limits

Regular troop meetings are held at Ostmann Elementary on Mondays at 7:15pm every week. All scouts are expected to attend. Meetings will not be held during Fort Zumwalt school vacation days September through May or on nights when the school has been closed during the day because of inclement weather. The troop normally meets at the YMCA on Hwy K in June, July, and August.

Whenever possible a Scout should attend all meetings and attend them in full uniform. If a Scout cannot be present at the weekly meeting or other scouting event, the Scout should call their Patrol Leader or Assistant Patrol Leader and tell them he cannot be present. “Scout Spirit”, which must be demonstrated by the Scout for rank advancement is based in large part on the Scout’s attendance and participation in weekly meetings and other Troop events. This requirement is especially important for the higher ranks, including Eagle Scout.

The Patrol Leaders Council (PLC) meets the third Thursday of the month. The Senior Patrol Leader, the Asst. Senior Patrol Leader, Patrol Leaders, Asst. Patrol Leaders, Troop Guides, and Junior Asst. Scoutmasters attend this meeting to plan the upcoming Troop meetings and Troop activities. The Scribe

shall attend as the official record keeper of the meetings. Other scout leadership positions, such as the Quartermaster, Librarian, etc., are welcome to attend.

Courts of Honor are formal ceremonies held to recognize the accomplishments of our scouts during the previous 3 to 6 months. Merit badges are presented as well as special awards (Mile Swim, 50-Miler, etc.). All parents are asked to please attend the Courts of Honor to make them the special events they were meant to be.

The Troop Committee meetings are normally held on the first Thursday of the month at 7:15pm at Ostmann Elementary (September-May) and YMCA (June-August). All Committee Members and parents are encouraged to attend this meeting. If you have any issue you wish the Committee to consider, please contact the Committee Chairman or any member of the committee.

Troop Finances

All fees and dues will be reviewed annually by the Troop Committee and adjusted as necessary to meet operation and program expenses.

The current fees and dues are listed below.

Registration Fees - All Scouts joining Troop 997 will be responsible to pay the initial registration fees which shall also include a subscription to Boy's Life.

Troop 997 renews our Troop Charter with the Boy Scouts of America each March. The Troop shall pay all Scout re-chartering fees for currently active Scouts. On joining our Troop, and each year at re-chartering, each registered adult in Troop 997 is responsible to pay registration fees as follows:

Adult Leader - \$10 annual registration fee

NOTE: Annual registration fee for adult leaders covers annual registration with the BSA and includes a subscription to "Scouting" magazine. Annual registration fees for Scouts covers annual registration with the BSA and one subscription to "Boy's Life" magazine per Scout.

Troop 997 Dues - Each Scout who has not yet attained the rank of Eagle is responsible to pay dues in the amount of \$15 per month. The purpose of monthly dues is intended to help the Troop meet operating expenses which includes program materials, campsite and trail fees, camp and trail patches, troop equipment and rechartering fees.

Dues must be current as of the last day of the prior month in order for a Scout to remain in good standing with the Troop. Failure to pay dues as required will prevent the Scout from participating in the monthly Troop outings and advancing in rank. In addition, the Scout will not be included in the yearly recharter process if his dues are not current as of the rechartering date. If a Scout has a balance in his personal Scout Account, unpaid dues will be deducted from his account at the end of the month.

Other Fees - In addition to Registration Fees and Dues, Scouts will be responsible to pay their way for camping and other activities. Generally, each patrol will collect money from each Scout to pay for meals on weekend camping trips. From time to time, the Troop will collect moneys for camping trips of longer duration (such as Summer Camp) or for other Troop activities.

Fund Raising - Troop 997 provides the opportunity for Scouts to earn money for “individual Scout accounts” through Troop Fund-Raising.

In addition, we may occasionally engage in Troop Specific Fund-Raising for a stated purpose or project. All Scout households are expected to participate in these activities.

Scout Accounts

Individual Scout's Accounts are Troop moneys designated for use by individual Scouts for summer camp, other long term campout fees and monthly dues payments. These accounts should not be confused with personal accounts and are not intended to be personal savings accounts. Money cannot be withdrawn for personal purchases. Individual Scout Fund money earned by any Scout and not used by the time that Scout leaves the Troop shall be returned to the Troop Fund. Account balances for Scouts transferring to other scouting units will be sent by check to their new unit providing the Scout is current in all dues and payments to Troop 997.

Summer Camp Adult Fees

When registering for summer camp, the troop is offered a number of free adult spots proportional to the number of scouts attending. These spots shall be offered first to the Scout Master, followed by the assistant scout masters, followed by committee members, followed by non-registered parents. Preference in each group will be given to those with higher activity participation records in the last twelve months. All attending adults not qualifying for the free spots will have to pay a daily rate to cover meals and expenses.

Inquiries and Complaints

All complaints and/or inquiries shall be directed to the Committee Chairman.

Committee Chairperson Election

Calls for nominations of the Committee Chairperson position shall occur each October during the Troop Committee meeting. Nominations will close at the conclusion of the November Troop Committee meeting.

Any Registered Adult within the Troop may nominate or be nominated to the Committee Chairperson position, including nominating him/herself.

1. The election of the Committee Chairperson will take place during the December Troop Committee meeting. Votes may be submitted in writing to the Troop Secretary before or during the December Troop Committee meeting. The votes submitted prior to the conclusion of the December Troop Committee meeting will be sufficient for a quorum.
2. All Troop Committee members are eligible to vote for Committee Chairperson.

3. Votes will be counted by a Troop Committee member designated by the Committee Chairperson with the assistance of a member of the Scoutmaster Corps.
4. If there are only two people running and there is a tie, the current Committee Chairman will cast the deciding vote.
5. If more than two people are nominated for the Committee Chairperson position, a plurality of votes will be sufficient to win the election. In the event of a tie, the nominees with the most votes will have a run-off election. If there is a tie in the run-off election, the current Committee Chairperson will cast the deciding vote. The run-off election must be completed within two weeks of the conclusion of the December Troop Meeting.
6. Committee Chairperson position will transition as soon as appropriate approvals have been completed with the Chartered Organization and the Greater Saint Louis Area Council.

Succession Plan

The Committee Chairperson will select and train a Registered Adult to be Assistant Committee Chairperson. The Assistant Chairperson will take over the duties of the Committee Chairperson in the event the elected Committee Chair can no longer serve, until the next annual election, once appropriate approvals have been completed with the Chartered Organization and the Greater Saint Louis Area Council.

The Scoutmaster will select and train an Assistant Scoutmaster to be Acting scoutmaster. The Acting Scoutmaster will take on all Scoutmaster Duties and remain in this position until the Troop Committee can select a Scoutmaster using the process outlined in the Troop Committee Guidelines. This process will be completed within six months of the vacancy.

Being Acting Scoutmaster will give no advantage or disadvantage in consideration for the Scoutmaster position.

Training Scholarships and Camperships

Adult Leader Training –

- SM/ASM Classroom - \$10 upon course completion
- SM/ASM Weekend - \$10 upon course completion
- Woodbadge – 50% scholarship for up to two adults annually... if more than two adults attend, then split the amount among all attendees. Payable upon award of beads.
- Supplemental Training (E.g. University of Scouting, Building Stronger Troops, etc.) - \$10 per registered adult per calendar year, payable on completion.
- Ropes/Climbing/Challenge Course - \$10 upon final certification
- CPR/1st Aid (Wilderness 1st Aid) – 100% for SM/ASM/JASM's. For any other adult/youth attending high-adventure, it will be included in high-adventure fee.
- NRA/Red Cross/Other (Outside Certs) – Budget \$300 annually. Pay 50% or \$100, whichever is the lesser, upon completion of training and 1st Troop Activity/Class led. *
- Philmont Training Center/Powderhorn/Kodiak – No reimbursement

Youth Training –

- NYLT (National Youth Leader Training) – 50% scholarship for up to budgeted number of Scouts annually. If more Scouts attend, then split among all attendees. Payable on course completion.
- NAYLE (National Advanced Youth Leadership Experience – Philmont) – Budget for one 50% course fee scholarship annually. Administer similar to NYLT/Woodbadge.
- Den Chief – Troop will pay fees up to \$10 for responsible adult leadership however (See Supplemental Training above). For youth, Troop will reimburse up to \$10 upon completion of acceptable 360° Den Chief Performance Evaluation by the Pack the Scout serves.

Participation Requirements for Training Fee Reimbursement –

- In order to qualify for Troop reimbursement of training fees, except where noted by asterisk (*) above, all youth and adult participants must demonstrate active participation by attending a minimum of %60 of scheduled Troop Meetings and Activities through the six months prior to the training session/course. In addition, youth must be current on dues.

Camperships/Dues Deferrals –

- Summer Camp – Troop 997 will actively work with Scout families towards obtaining Council Camperships for anyone requesting one. The Greater St. Louis Area Council generally will defer up to %50 of camp fees for approved campership applicants. Upon submittal of Council Campership forms to the Troop, Troop 997 may authorize up to a 25% payment of camp fees for campership applicants. Cutoff dates for Campership applications for the Troop will match the Council's dates/guidelines.
- Shiloh/Upper Limits Gym/Canoe Float/etc. – Troop will pay 50% of the Troop collected fees for those events where other than “grub money” is collected for the activity. *
- Weekend Campouts – No troop reimbursement.
- Dues Deferrals – All but \$1 per month (to cover annual re-registration) of dues may be deferred for Scouts on a hardship basis. Scout families may elect to pay the \$1 through Scout accounts, cash, or check. However, Scout families must contact the Troop Treasurer on a monthly basis to continue their dues deferral.

Participation Requirements for Campership/Dues Deferral Eligibility –

- In order to qualify for Troop campership or dues deferrals, except where noted by asterisk (*) above, all youth participants must demonstrate active participation by attending a minimum of %70 of scheduled Troop Meetings and Troop Campouts through the six months prior, or since joining the Troop whichever period is the lesser, except that failure to participate in activities where Troop 997 collects fees other than “grub money” (E.g. Shiloh, Upper Limits Gym/Canoe Float/etc.) will be considered excused absences for Scouts on a hardship basis.
- In order to qualify for Troop campership or dues deferrals for those items denoted by asterisk (*) above, all youth participants must demonstrate active participation by attending a minimum

of %80 of scheduled Troop Meetings and Activities through the six months prior, or since joining the Troop whichever period is the lesser. No absences will be excused.

- In addition, in order to qualify for Campership/Dues Deferral, Scouts must participate in Troop Fundraising activities, and earn a minimum of \$10 per year for their Scout Account.

Merit Badges



TROOP RESOURCE SURVEY

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

Welcome to the Scout family of Troop No. _____ in the _____ Council.

Please return this survey to _____

(Please print)

Name _____ Home phone _____

Street address _____ Business phone _____

City _____ State _____ Zip _____

1. What is your favorite hobby? _____ Occupation _____
2. In what sports do you take an active part? _____
3. Would you be willing to assist the troop leaders and committee members occasionally? _____
4. Please check the areas in which you would be willing to help:

General Activities

- Campouts
- Hikes
- Outdoor activities
- Troop meetings
- Swimming supervision
- Bookkeeping
- Typing
- Drawing/art
- Transportation of Scouts
- Transportation of equipment
- Other _____ (please print)

Special Program Assistance

- I can participate in boards of review.
- I have a station wagon or _____ truck.
- I have a workshop.
- I have family camping gear.
- I have access to camping property.
- I can make contacts for special trips and activities.
- I can help with troop equipment.
- I have access to a personal computer.

5. Please check any Scouting skills you would be willing to teach:

- Ropework (knots and lashings)
- Outdoor cooking
- First aid
- Star study
- Map and compass use
- Conservation
- Aquatics
- Knife and ax handling
- Citizenship
- Camping

MERIT BADGES

Check the merit badges that you can help Boy Scouts earn.

- American Business
- American Cultures
- American Heritage
- American Labor
- Animal Science
- Archery
- Architecture
- Art
- Astronomy
- Athletics
- Atomic Energy
- Auto Mechanics
- Aviation
- Backpacking
- Basketry
- Bird Study
- Badging (See Music)
- Camping
- Canoeing
- Chemistry
- Citizenship
- Citizenship in the Community
- Citizenship in the Nation
- Citizenship in the World
- Climbing
- Coin Collecting
- Collections
- Communications
- Computers
- Cooking
- Crime Prevention
- Cycling
- Dentistry
- Disabilities Awareness
- Dog Care
- Drafting
- Electricity
- Electronics
- Emergency Preparedness
- Energy
- Engineering
- Entrepreneurship
- Environmental Science
- Family Life
- Farm Mechanics
- Fine Arts
- First Aid
- Fish and Wildlife Management
- Fishing
- Forestry
- Gardening
- Genealogy
- Geology
- Golf
- Graphic Arts
- Hiking
- Home Repairs
- Horsemanship
- Indian Lore
- Insect Study
- Journalism
- Landscape Architecture
- Law
- Leatherwork
- Lumbering
- Mammal Study
- Medicine
- Metalwork
- Model Design and Building
- Motorboating
- Music and Bagging
- Nature
- Oceanography
- Orienteering
- Painting
- Personal Fitness
- Personal Management
- Pets
- Photography
- Powering
- Plant Science
- Plumbing
- Pottery
- Public Health
- Public Speaking
- Pup and Paper
- Radio
- Railroading
- Reading
- Reptile and Amphibian Study
- Rifle Shooting
- Rowing
- Safety
- Salesmanship
- Scholarship
- Sculpture
- Shotgun Shooting
- Skiing
- Small-boat Sailing
- Snow Sports
- Soil and Water Conservation
- Space Exploration
- Sports
- Stamp Collecting
- Surveying
- Swimming
- Textile
- Theater
- Traffic Safety
- Truck Transportation
- Veterinary Medicine
- Water Skiing
- Weather
- Whitewater
- Wilderness Survival
- Wood Carving
- Woodwork

Other skills and activities I could assist in for the older-Scout program:

- Backpacking
- Basketball
- Bowling
- Business
- Cross-country skiing
- Cycling
- CoverHill skiing
- Fishing
- Freestyle Skiing
- Golf
- Hockey
- Ice Skating
- Mechanics
- Mountain man
- Orienteering
- Raftering
- Rappelling
- Sailing
- Snow Skiing
- Tennis
- Videography
- Volleyball
- Whitewater canoeing
- Wind surfing



Check the merit badges on the other side of this sheet that you are willing to help Boy Scouts earn.

Checklist for Troop 997 Scouts

For every campout:

- Pack or Duffel Bag (with all your gear inside or attached)
- Sleeping bag in waterproof stuff sack
- Full uniform (worn going and returning from all trips)
- Troop 997 T-shirt
- Change of clothes (ideally, clothes you can get dirty)
- Extra socks and underwear
- Hiking shoes / extra sneakers
- Sweatshirt or light jacket
- Flashlight preferably (2) C-cell or smaller (with new batteries)
- Poncho or waterproof raincoat
- Folding pocket knife & Totin' Chip card
- Mosquito repellent (non-aerosol)
- Sunscreen
- Scout handbook, pen and paper
- Toiletries (toothbrush, soap, towel, etc.)
- Plastic groundcloth (shower curtain to protect tent floor)
- 1 qt canteen or water bottle (full of water)
- Personal 1st Aid Kit
- Matches in waterproof container & Firem'n Chit
- Several sheets of newspaper in a large Ziplock bag
- Knife, Fork and Spoon
- Deep Dish Plate (Frisbee) or Bowl and Cup

Seasonal items:

- Waterproof boots
- Warm winter coat
- Thermal underwear, tops and bottoms
- Warm hat
- Gloves
- Swim trunks

Optional items:

- Small Air mattress or foam pad
- Small folding chair or Camp Stool
- Mesh dunk bag
- Sunglasses
- Inexpensive watch
- Camera
- Compass
- Lightweight Rope or Twine for lashing
- Small Pillow

Please don't bring:

- Radios, TV's, Electronic Games, etc.
- Fireworks
- Sheath knives
- Liquid or propane fuel stoves or lanterns
- No aerosol or glass items, please!

All items should be clearly marked with Scout's name and Troop number.

Upon acceptance by the Patrol Leaders Council, Scoutmaster and the Troop Committee this document will hereafter replace all previous versions of other documents known as Troop 997 ByLaws and Parents' Guides.

Accepted by PLC Tim Griggs, SPL 8/30/04

Accepted by Scoutmaster Kevin Boiles, Scoutmaster 9/2/04

Accepted by Troop Committee Eric Ryan, Committee Chairman 9/2/04

Amended 10/07/04	Reworded section on Dues payments
Amended 02/03/05	Reworded section on Advancement
Amended 08/05/05	Corrected wording in section on Advancement
Amended 02/25/07	Corrected Chartered Organization name (rev 5)
Amended 01/09/08	Added Eagle Review clarifications Appended Committee Chair Election Appended Succession Plan rules Reformat
Amended 02/04/10	Updated Scholarship participation requirement
Amended 10/06/10	Troop Dues changed from \$10 to \$15 on page 18