

Troop 3 Bylaws

Boy Scouts of America

Southern Sierra Council, Tehachapi, CA

Amended December 15, 2014

Article I: Scope

Troop 3 is a chartered organization of young men who have completed the fifth grade, are at least 11 years old, or have received the Arrow of Light Award. "The Parents of Troop 3" are the Chartered Organization and Mountain Bible Church sponsors the Troop. Membership in the Troop shall not be denied because of race, creed, religion, disability, or place of nation or origin. Re-charter of this organization occurs annually in December.

Article II: Purpose

Troop 3 is established for the purpose of providing to boys of our community the expressed aims of The Boy Scouts of America. They are as follows:

1. To build and develop moral strength and character
2. To learn participating citizenship
3. To encourage and maintain physical, mental, and emotional fitness

It shall be the policy of Troop 3 to follow all Boy Scouts of America (B.S.A.) rules, regulations, policies, procedures, and guidelines including, but not limited to:

1. Advancement policies and procedures committee guide
2. The Boy Scout Handbook
3. The Boy Scout Uniform Inspection Sheet
4. Guide to Safe Scouting
5. Rules and Regulations of the Boy Scouts of America
6. The Scoutmaster Handbook
7. Troop Committee Guidebook
8. Youth's Frontier: Making Ethical Decisions

No one in the Troop, including the Troop Committee, has the authority to add or subtract requirements from the B.S.A. rules, regulations, policies, procedures, and guidelines unless they have obtained the

prior written approval of the troop committee and the Trailblazer District or the Southern Sierra Council representatives.

Article III: Troop Committee

Section 1

Troop 3 will maintain a Troop Committee. The Troop Committee shall elect the best possible person as Scoutmaster, and support the Troop program and the administration of the Troop.

Section 2

The Troop Committee shall be composed of at least three officer/voting positions. These positions will be filled by volunteers with the exception of the Troop Committee Chair, Secretary, and Treasurer who shall be elected by a majority of the parents of active Scouts the Troop. Election of the Committee Chair, Secretary, and Treasurer shall be held in October of every even number year or as vacancies require.

Section 3

The Troop Committee shall be composed of the following positions:

- Committee Chair
- Secretary
- Treasurer
- Outdoor/Activities Chair
- Advancement Chair
- Training Chair
- Equipment Chair

Other responsibilities or coordinators, such as Eagle Project Coach, Fundraising, Chaplain, Recruiting, Membership, or High Adventure Leader may be assigned as required.

Section 4

All Troop Committee members will function in the positions per their respective Job Descriptions, which shall be approved by the Committee/Adult Leadership of the Troop.

Section 5

Conflicts of Interest or the appearance thereof shall be avoided. Committee members with a Conflict of Interest or appearance thereof shall abstain from voting.

Section 6

Troop funds or funds maintained on behalf of the Scouts in the Troop shall be deposited only in an Insured Depository Institution whose accounts are insured by the Federal Deposit Insurance Corporation ("FDIC"). Banking authorization shall include three of the following: Troop Treasurer, Troop Committee Chair and one other designated Committee member. Two signatures of authorized signers shall be required on all written transactions involving the account maintained for the Troop or on behalf of the Scouts in the Troop.

Section 7

Troop expenditures for any item or service (whether paid or incurred on behalf of the Troop) shall have the approval of the Scoutmaster or Registered Adult Leader in charge of the scout activity. Any Troop expenditures which exceed One Hundred Fifty Dollars (\$150.00) per item or service shall be pre-approved by the Troop Committee.

Section 8

The Troop Committee shall meet not less than once every other month or as designated by the Troop Committee Chair. Reports from the Committee meetings shall be governed in a "Robert's Rules of Order" format.

Article IV: Troop Leadership

Section 1

The Scoutmaster and Assistant Scoutmasters are approved annually in November by the Troop Committee and are responsible for the actions of the Troop. They will be guided in their dealings with the Troop by "common sense" and the official Scoutmasters Handbook. The health and safety of the Scouts shall always guide the actions of the Scoutmaster and the Assistant Scoutmasters.

Section 2

The Scoutmaster and Assistant Scoutmasters may recommend troop size and limited by the Troop Committee based upon the ability to control and provide a quality Scouting program. Vacancies in the Troop will be filled on a first come first served basis with a preference, however, given to those boys who have had brothers in the Troop.

Section 3

The Scoutmaster is the Advisor to the Patrol Leaders' Council and the Scoutmaster has the right to VETO as a last resort anything that would be harmful to the Troop or contrary to the Rules and Regulations of the B.S.A.

Section 4

The Troop Leadership will establish and maintain Troop traditions when possible.

Section 5

Outdoor/ Activities Chair or his or her designee shall maintain current permission/medical information for each Scout in the Troop. Medical form questionnaire must be completed by parents in January of each year. Any boys attending a camp or campout more than 72 hours in duration are required by the B.S.A. to have a pre-participation physical.

Article V: Troop Organization and Procedures

Section 1

Troop Meetings should be held once a week or as a decided by the Scoutmaster at a time and place designated by the Scoutmaster and approved by the Troop Committee.

Section 2

Attendance: Each Scout will be expected to attend Troop meetings and outings. A minimum attendance of 75% of the Troop meetings and the outings are required for a Scout to achieve rank advancement. Members of the Patrol Leaders' Council are expected to attend 80% of the Troop meetings and 80% of the outings. The Scoutmaster and/or the members of a Board of Review may grant a waiver of this requirement as circumstances or conditions may warrant. Scouts who are absent without notice from four consecutive meetings may be subject to dismissal from the Troop's active roster after a representative from the Patrol Leaders' Council and Scoutmaster have contacted the Scout and his parents. The Scout who is dismissed from the Troop's active roster can appeal the dismissal to the Troop Committee.

Section 3

Dues and Fees: The Troop Committee shall determine the amount that will be assessed to each Scout.

Dues are collected on the first of meeting of the month. Absence from the Troop meetings does not relieve Scouts from their dues obligation because the Troop's program is based on them. The Treasurer shall notify Scouts whose dues are in arrears for 30 days after they become due. A Scout with funds in their Scout Accounts will have dues automatically paid from those funds after the last day of the month. Severely delinquent accounts will be brought to the Committee's attention for consideration.

Dues for Troop 3 are \$25.00 per month. Dues may be paid monthly, quarterly, semi-annually or annually in advance. The collected dues will pay for advancements (badges and mother's pins), monthly Troop activity (with the exception of Summer Camp), Troop equipment, and any other scouting incidentals.

Yearly Scout and Adult Leader registration with B.S.A. is paid separately in December.

Scout Accounts: Each Scout will have the opportunity to participate in Troop Fundraisers. The money earned by each participating Scout on each designated Fundraiser will be deposited under their name into the Troop's account (these funds are the "Scout Accounts"). This money is to be used by the Scout for Scout related expenses (examples: summer camp, outings, camp fees, and camping gear). The Scout must fill out a written request to receive or distribute these funds. All Scouts' Accounts, who have not re-registered/or are inactive with the Troop will have their Scout Account deposited into the Troop's account 6 months from the date of the last re-charter or inactive status. Upon a Scout's request to transfer his Scout Account to another Troop, a check will be issued to the receiving Troop.

Fundraiser Distributions:

1. Scout dues and donations from citizens will be deposited 100% into the Troop Account.
2. Pacific Crest Trail (PCT) maintenance donation will be split 80%/20% between participating Scouts on a pro-rated basis (amount of time worked) and the Troop Account. Time volunteered by one adult working on the project will also accrue toward their son's account.
3. Popcorn sales profit will be 100% deposited into the participating Scout's Account.
4. All other fundraisers and money collected by the Troop will be determined by the Troop Committee.

Cost of Activities: Any Scout or parent who signs up for an activity (campout, outing, etc.) will be responsible for their portion of any expense associated with such activity whether they attend or not. In order for the Scout or parent to not be responsible for the expenses associated with such activity, the Trip Master **must** be notified that the Scout or parent will be unable to attend the activity and cancel their sign-up prior to any expenses being incurred by the Troop and/or the Trip Master.

Section 4

Rank Advancement: Continued advancement of each Scout is expected and is to be encouraged by the Scoutmaster, Assistant Scoutmasters, and the Patrol Leaders' Council. A Scout may have his rank advancement requirements signed off in his Scout Handbook by any registered adult leader knowledgeable in that requirement. **To avoid any conflict of interest or the appearance thereof**, a registered adult leader that is a parent or guardian of a Scout cannot sign off their Scout's requirements without approval of the Scoutmaster and/or the Advancement Chair.

A Scout who has not advanced in rank for a period of one year will be scheduled for a Board of Review.

The Scoutmaster shall insure that all Scout candidates for rank advancement meet the B.S.A. rank requirements before a candidate is eligible for the Board of Review. The Board of Review which shall be composed of not less than three adult members and shall not include the Scoutmaster or the Scout's parents. The Advancement Chair shall select the Board of Review members to review the Scout's rank

advancement request after the Scoutmaster has conducted a Scoutmaster conference and certified to the Advancement Chair that the Scout meets B.S.A. requirements.

Eagle Projects shall be presented to the Troop Committee for approval. Before a Scout seeking the rank of Eagle presents his project to the Troop Committee for approval, the Scout's standing in the Troop and his B.S.A. qualifications to become Eagle shall be reviewed and approved by the Scoutmaster and the Assistant Scoutmasters.

A Scout who is turned down for rank advancement for any reason by the Scoutmaster or the Board of Review shall be informed and told what he has not done satisfactorily. If necessary, a member of the Board of Review shall discuss the decision of the Board with the Scout's parent or parents. Should the Scout disagree with the decision not to approve his rank advancement, he may appeal to the Troop Committee.

Section 5

Merit Badge Achievement: A Scout may only start a Merit Badge with the Scoutmaster or Assistant Scoutmasters approval and a signed Merit Badge card.

A Scout can only have a Merit Badge requirement approved and signed off by a Merit Badge Counselor recognized to conduct that Merit Badge course. To avoid and conflict of interest or the appearance thereof, a qualified Merit Badge Counselor that is a parent of a Scout cannot sign off their Scout's requirements without approval of the Scoutmaster and the Advancement/Committee Chair.

Section 6

Skill awards: Only the Scoutmaster or Assistant Scoutmasters, or those designated by the Scoutmaster, who participate in a Troop-sponsored activity may sign off a Scout's skill award if they have personally instructed, observed, and otherwise ascertained that a Scout has mastered a particular skill during the Troop-sponsored activity.

Section 7

Troop Elections: Assistant Senior Patrol Leader shall be elected by a majority of the members of the Troop in good standing with the Troop. The Scoutmaster shall approve the candidates. The Senior Patrol Leader shall assume the position after successful completion of their current tenure.

The Patrol Leaders shall be chosen by the members of their patrol.

Minimum Youth Leadership qualifications will be set by the Scoutmaster and approved by the Troop Committee.

Patrol Leaders Council term of office will be for a period of six months. Elections for Patrol Leaders' Council shall be held twice per year, nominally in March and September. **The Patrol Leaders' Handbook is highly recommended for the Patrol Leaders to read and know.**

Section 8

Uniforms and Accessories: Scouts will provide and maintain an approved Scout uniform and Official Scout Handbook soon after Troop induction. Uniforms shall be worn at all Troop functions and as required by Scoutmaster. An initial Troop neckerchief and badges of rank will be provided by the Troop. Scouts in Troop 3 are expected to wear their entire uniform to Scout meetings or Scouting events.

Section 9

Court of Honor: Courts of Honor will be held by the Troop at a time and place selected by the Troop Committee at least two (2) times per year.

Section 10

The year-long Troop Program Plan will be developed by the Scouts, as led by the Patrol Leaders' Council, will be reviewed by the Scoutmaster and Assistant Scoutmasters, and will be submitted to the Troop Committee for approval. This should happen by the last Monday in September of each year.

Section 11

Conflicts of Interest or the appearance thereof shall be avoided. The Scoutmaster, Assistant Scoutmasters, and the Patrol Leaders' Council shall abstain from deciding a particular matter which gives rise to a conflict of interest or appearance thereof.

Article VI: Disciplinary Actions

Scouting helps boys become strong, upstanding members of the community. Part of this experience requires that each Scout takes responsibility for his actions and accepts the consequences. Troop 3 wants to insure that scouting is an enjoyable and rewarding experience for everyone. A Scout's conduct is based on the Scout Oath and the 12 Laws of Scouting. We expect each Scout to respect the property, opinion and rights of others. Safety of all Scouts is of the utmost importance.

The Following are not permitted at any Troop activity:

1. Swearing or any NSA (NSA is Non Scouting Appropriate Language or comments).
2. Physical threats, unwanted physical contact or abuse. Unwanted is only defined as any contact made after a Scout has indicated physical contact is unwanted.
3. Any form of consumable alcohol or drugs other than prescribed for and noted on a Scout's Medical Permission form.
4. Tobacco product usage by those under 18 years of age.

5. Tobacco product usage within sight of the Scouts.
6. A bad attitude!

Infractions

Level 1: **Description**

- Conduct which is disruptive to fellow scouts or leaders.
- Conduct which is disrespectful to his peers or leaders (as defined by two Scoutmasters).

Consequence – VERBAL WARNING

A Scout may be assigned service hours to benefit the Troop, Patrol, Church or Community.

Level 2: **Description**

- Conduct violating the Scout Spirit as defined by the Scout Oath and Scout Law.
- Conduct which is disrespectful to his peer or leaders.

Consequence – TIME-OUT

The Scout is restricted from participating in the current activity. The Scout will discuss the infraction with the Scoutmasters. Service hours may be assigned. The Scoutmaster will discuss the infraction with parent.

Level 3: **Description**

- Conduct by a Scout whose actions endanger his safety or the safety of others.
- Conduct which is disrespectful to his peers or leaders.
- Conduct which harasses or threatens fellow scouters or leaders.
- Possession of contraband material.

Consequence – SUSPENDED/ EXPELLED

The Scout will be sent home IMMEDIATELY from the meeting or outing. A Scoutmaster will contact the parents to retrieve their Scout. A hearing, at a later date, will be held with the Scout, his parents, the Scoutmaster and Committee Chair to discuss the infraction and possible additional consequences.

Level 3 infractions require immediate action by the Scoutmaster and parent. Previous infractions will be taken into consideration in determining the final reprimand. The Troop Committee will make the final decision on all suspensions and expulsions. Level 2 and 3 infractions will be recorded in the Scout's record (responsibility of the Advancement Chair).

A form will be sent home with every Scout that participates on each outing. The form (signed by both Scout and parent) will explain that should such action be necessary, it will be the responsibility of the parent to pick up their Scout immediately, regardless of location.

Note: Any such above inappropriate or unscoutlike behavior displayed by any adult leader, parent/guardian, visitor, etc. shall call for the immediate removal of that person(s) from the Scout activity pending any further action by the Troop Committee.

Committee Chair

Secretary

Treasurer

Advancement Chair

Outdoors Activity Chair

Appendix A: Family Commitment

I have read and understand the Troop 3 Bylaws and agree to follow them.

Scout signature

Scout Parent(s) signature(s)

Date