

WELCOME TO LINKED TROOPS 553 AND 6553

Welcome new Scouts and Scouting Families and thank you for being part of our Troop 553/6553 family. Troop 553 was established in 2012 and it has remained an active Troop in the community with weekly meetings and monthly activities. Troop 6553 was established for girls in 2024. We look forward to working with you and making the Scouting experience enjoyable and educational. An exciting program has been planned for the entire Scouting year, and with your active participation we will ensure its success.

"The mission of the Boy Scouts of America is to prepare young people to make ethical and moral choices over their lifetimes by instilling in them the values of the Scout Oath and Scout Law."

Our objective in Troop 553/6553 is to provide the Scouts with a program that is fun, adventurous, and offers opportunities for them to learn new skills as they advance in rank and live a rewarding Scouting experience through the Scouts BSA program. The following material has been written to assist Scouts and their families in learning some of the rules and procedures that have helped our Troop remain successful and enhances each Scout's enjoyment and success in our Troop 553/6553 Scouting program.



Scouts BSA

Scouts BSA
Troop 553 Leechburg, Pennsylvania

Published By:
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Troop 553 Guidelines and Bylaws

June 2024

Preamble:

Troop 553 and 6553 will work as a Linked Troop. A Linked troop is where the boy troop (553) and girl troop (6553) share a troop committee and chartering organization. The decision to have a linked troop was made by the chartering organization. Even though they are linked, each troop is still a separate unit. As long as both troops are administering the program safely and according to BSA policy—they are Scouting. BSA requires single-gender troops and single-gender patrol leader's councils. Each troop will be helpful towards the other troop as well as friendly, courteous, cheerful, and kind. Linked troops should work together and coordinate the use of shared equipment. (A reminder that the chartering organization owns all equipment and funds for every unit). Depending on space and desire of the chartered organization along with the unit leadership, linked troops can meet together or separate (as long as layout and amenities meet all the requirements of the "*Barriers to Abuse*"). Examples of events include- courts of honor, opening and closing of the meetings, trips (camping, backpacking, hiking, etc).

The BSA has established these non-negotiables for linked troops:

- 1. Linked troops are those troops that share a troop committee.*
- 2. A registered and Youth Protection-trained adult female (21 or older) must be present at all activities and meetings where a female youth is present.*
- 3. To provide Scouts with equal leadership opportunities, each individual troop must elect its own senior patrol leader (SPL), have its own youth leadership structure, and operate its own patrol leadership council.*
- 4. Co-ed troops are not permitted. By complying with the above rules, you are meeting the BSA's expectations for your new linked troop.*

Adult leadership of a troop can consist of both men and women. All Youth Protection guidelines must be followed regardless of the makeup of the adult leadership. BSA requires that a registered female adult leader 21 years old or over must be present for any activity involving female youth. (For details on troop leadership requirements, review BSA's "*Barriers to Abuse*")

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Article 1: Joining Requirements:

All applicants shall be 11 years of age, have completed the fifth grade and be at least 10 years of age, or have earned the Arrow of Light at the time of registration. All applications shall be accompanied by the appropriate fees which include registration and Troop dues, these may be prorated from a Cub Scout Pack (must ask Troop Treasurer if prorate was received).

A parent/guardian must accompany each applicant at the time of registration and welcome meeting. **All Leaders and Parents shall complete Youth Protection Training (YPT) on my.scouting.org prior to registration.**

Article 2: Weekly Troop Meeting:

Troop 553/6553 shall meet weekly on Tuesday nights. During the winter months, the first Tuesday of the month, we meet at the Leechburg Volunteer Fire Company and the rest of the month we meet at Cross Roads Community Presbyterian Church. During the spring, summer, and fall months, we will meet at the Gilpin-Leechburg Park. Our meetings start promptly at 7:00 PM, and will end at 8:15 PM. Please plan to arrive at 6:50pm to assist with preparations.

Section 2.1 Parking at the Meeting:

Please park in the Cross Roads parking lot adjacent to the church. The entrance is the lower double doors of the church. Please do not park directly in front of the church, the limited numbers of spaces are needed for adult leaders to load and unload equipment and supplies.

Article 3: The Troop program:

Troop 553/6553 is organized following the BSA Patrol Method, a "Scout run and adult guided program." The Troop activities are planned and executed by the Scout leadership through the "Patrol Leaders' Council", with the Scoutmaster's support.

Section 3.1 Youth Protection shall be as follows:

Sub Sec 3.1.1 Two-deep leadership on all outings required. A minimum of two registered adult leaders, or one registered leader and a participating Scout's parent, or another adult is required for all trips and outings. One of these adults must be 21 years of age or older.

Sub Sec 3.1.2 One-on-one contact between adults and youth members is prohibited. In situations requiring a personal conference, such as a Scoutmaster conference, the meeting is to be conducted with the knowledge and in view of adults and youth.

Sub Sec 3.1.3 The Buddy System should be used at all times! Buddies should know and be comfortable with each other. A buddy team may consist of three Scouts.

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Section 3.2 The **Senior Patrol Leader (SPL)** shall be the immediate past Assistant Senior Patrol leader unless said Assistant Senior Patrol Leader is over the age of 18 at time of Troop Elections. The Senior Patrol Leader shall not be in a Patrol but rather serve as a leader to all Patrols. The responsibilities of the Senior Patrol leader shall be as follows:

Sub Sec 3.2.1 Preside at all Troop meetings, events, activities, and the annual planning conference.

Sub Sec 3.2.2 Chair Patrol Leaders' Council.

Sub Sec 3.2.3 Assign duties and responsibilities.

Sub Sec 3.2.4 Work with Scoutmaster in training Scout leaders.

Sub Sec 3.2.5 Set and enforce the tone of good Scout behavior in the Troop.

Sub Sec 3.2.6 Set a good example.

Sub Sec 3.2.7 Wear the Scout uniform correctly.

Sub Sec 3.2.8 Live by the Scout Oath and Scout Law.

Sub Sec 3.2.9 Show and help develop Scout spirit.

Section 3.3 The Scouts shall elect an **Assistant Senior Patrol Leader (ASPL)** whose job is to oversee the operations of all other youth leadership positions. The Assistant Senior Patrol Leader shall not be in a Patrol but rather serve as a leader to all Patrols. Other responsibilities include:

Sub Sec 3.3.1 In the absence of the Senior Patrol Leader, be the acting Senior Patrol Leader.

Sub Sec 3.3.2 Assist the SPL with any duties if necessary.

Sub Sec 3.3.3 Attend all Patrol Leaders' Council Meetings.

Sub Sec 3.3.4 Mentor and train Scribe, Librarian, Historian, and Quartermaster.

Section 3.4 Each patrol, in turn, elects its own leader. The **Patrol Leader (PL)** is responsible for leading his patrol at meetings and on camping trips. The patrol works together as a team to accomplish their group and individual goals and tasks. Other responsibilities include:

Sub Sec 3.4.1 Lead patrol meetings and activities.

Sub Sec 3.4.2 Communicate the interests of your patrol to the Troop.

Sub Sec 3.4.3 Represent patrol at Patrol Leaders' Council meetings.

Sub Sec 3.4.4 Delegate responsibilities to your Assistant Patrol Leader.

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Sub Sec 3.4.5 Finalize duty roster for camps and events.

Sub Sec 3.4.6 Make sure every patrol member is heard.

Sub Sec 3.4.7 Set a good example for patrol.

Section 3.5 All other youth positions shall be outlined in the Troop 553/6553 Guide to Administration of which can be amended at the discretion of the Senior Patrol Leader and Scoutmaster.

Section 3.6 The **Patrol Leaders' Council (PLC)** shall consist of the Senior Patrol Leader, Assistant Senior Patrol Leader, respective Patrol Leaders and Assistant Patrol Leaders, Troop Guide, Troop Scribe. The PLC meets the last Tuesday of each month.

Sub Sec 3.6.1 Quorum shall be **2/3** of the voting members of the PLC.
(Ex. with 3 Patrols there shall be 7 voting members present to obtain quorum.)

Sub Sec 3.6.2 All positions stated above are voting members of the PLC.

Sub Sec 3.6.3 Non-voting members of the PLC may include Instructors, Immediate Past Senior Patrol Leader (if applicable), or any youth leaders appointed by the Senior Patrol Leader.

Sub Sec 3.6.4 The Scoutmaster or their designee shall be present at all PLC Meetings.

Sub Sec 3.6.5 There shall be at least **2 weeks** notice given to all voting and non-voting members for any **Special PLC** meetings called to order.

Sub Sec 3.6.6 The Immediate Past PLC shall hold Introduction to Leadership Skills training annually for all incoming youth leaders.

Sub Sec 3.6.7 The PLC shall hold a minimum of ten (10) meetings per year.

Sub Sec 3.6.8 Each year the PLC shall consist of at least one youth member of whom attended National Youth Leadership Training (NYLT), the National Order of the Arrow Conference (NOAC), or OA National Leadership Seminar (NLS). Said member may be appointed by the SPL if necessary.

Sub Sec 3.6.9 All Patrol Leaders' Council Meetings shall be in accordance with Robert's Rules of Order Newly Revised, 12th Edition.

Section 3.7 During the initial Troop and patrol meeting, the Scouts shall discuss upcoming events and Troop activities, permission slips, medical forms and registration information will be handed out.

Section 3.8 Information regarding the purchase of new Scout uniforms and accessories (Scout handbook and camping equipment) or availability of previously worn "experienced" uniforms will be discussed during the Troop meeting.

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Section 3.9 Scouts will work on Scout skills, training, and get ready for our upcoming camping trips. The Scouts will work together on similar skills and individual advancement activities with the other members in their patrol on a weekly basis.

Section 3.10 The **Patrol Method** shall be used at all Troop functions. Patrols are groups of 6-8 Scouts that work together to plan for events, learn skills, provide leadership responsibilities, and develop friendships. There shall be two (2) types of patrols as follows:

Sub Sec 3.10.1 The **New Scout Patrol** shall consist of all new Scouts to the Troop. This is their first experience with the Patrol Method. New Scouts will be led by a Troop Guide (a senior Scout) and be assigned an Assistant Scoutmaster to help the new Scout get established in the Troop's program.

Sub Sec 3.10.2 The **Traditional Patrol** includes middle aged and older Scouts who have obtained or are working towards the Rank of First Class. These Scouts have similar interests and work together to plan events and earn advancement.

Section 3.11 The current Troop calendar, Scout and Adult rosters and committee assignments are included in this packet for your information. The calendar is updated throughout the year, so please check the Troop website or Scoutbook for updates.

Section 3.12 The complete official Scouts BSA Field uniform shall be worn by all youth and uniformed adults during meetings and Ceremonies. Activity Uniforms can be worn at the discretion of the Senior Patrol Leader and Scoutmaster. The official Scouts BSA Field Uniform is as follows (item numbers are included for your reference):

Sub Sec 3.12.1 Official Scouts BSA Field Uniform (Class A)
(Item: 653830, Item: 653824, or Item: 649688)

Sub Sec 3.12.2 Official Scouts BSA uniform pants
(Item: 653838, Item: 653860, or Item: 648640)

Sub Sec 3.12.3 Official Scouts BSA Web Uniform Belt (Sku: 606884) or other BSA related Belt.

Sub Sec 3.12.4 Official Scouts BSA Socks (Sku: 606166, Sku: 612319, Sku: 610342, or Sku: 610336)

Sub Sec 3.12.5 Troop Neckerchiefs and slides shall be worn with the Official BSA Uniform and may be worn with an Activity Uniform (Class B).

Sub Sec 3.12.6 The Scouts BSA Merit Badge sash is reserved for those Scouts who have earned at least six (6) Merit Badges. Merit Badge sashes shall only be worn one at a time and never worn with an Order of the Arrow sash. For any Scout that has less than six (6) Merit Badges, they may display said Merit Badges on their right sleeve of a long-sleeve uniform shirt. Only up to six (6) Merit Badges can be displayed on the sleeve of a uniform shirt.

Sub Sec 3.12.7 Various required insignia for the official Scouts BSA uniform include the World Crest (Sku: 143), American Flag (Sku: 103 should already be on uniform), Scouts BSA Shoulder Loops (Sku: 64017), Unit Numeral 5 (x2) (Sku:

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18075), Unit Numeral 3 (Sku: 18073), Moraine Trails Council Shoulder Patch (CSP) (Sku: 16900).

Sub Sec 3.12.8 Optional insignia may include but is not limited to Arrow of Light Rank Emblem (restricted item), Eagle Scout Square Knot (restricted item), Scouts BSA Trained Leader Strip (Sku: 18064), Patrol emblem, Nameplate (Sku: 20100). Talk to the Scoutmaster about Temporary Insignia.

Section 3.13 The Troop desires that all Scouts be able to participate in the Scouting program regardless of their personal financial situation. Because of this, various fundraising projects are a regular part of Troop activities .

Sub Sec 3.13.1 In special cases, the Troop Committee can make special allowances to assist a Scout in need; this is done on a confidential basis.

Section 3.14 Trips are to be determined by the Patrol Leaders' Council with the support of the Scoutmaster. Established events shall include but are not limited to:

Sub Sec 3.14.1 First Aid Meet

Sub Sec 3.14.2 Biennial High Adventure campout or Family campout of which years alternate. If by some reason said trip is cancelled, it shall be rescheduled at the discretion of the PLC and Scoutmaster.

Sub Sec 3.14.3 Fall and Spring Camporees

Sub Sec 3.14.4 Scouts BSA Resident Camp

Sub Sec 3.14.5 Patrol campouts

Sub Sec 3.14.6 Annual "Fun" camping trip.

Section 3.15 Due to any unforeseen circumstances such trips may be cancelled at moment's notice. Inclement weather happens every year. If 2 of the 3 major schools (Kiski Area, Apollo Ridge, or Leechburg) cancel school for the day or hold virtual classes, Scouts will also be canceled for that day. If 2 of the 3 major schools (Kiski Area, Apollo Ridge, or Leechburg) cancel evening activities for that our evening activities will be canceled Scouts that evening.

An email will be sent by the Scoutmaster notifying everyone about the cancellation.

Section 3.16 Troop 553/6553 shall have no less than ten (10) campouts per year. These may include in-person or virtual campouts.

Sub Sec 3.16.1 At least nine (9) of which shall be short-term campouts, such as a weekend or one night.

Sub Sec 3.16.2 There shall be at least one (1) long-term campout per year of which consists of at least six (6) nights and six (6) days.

Section 3.17 There shall be a minimum of five (5) unit service projects per calendar year, each of which shall be entered in Scoutbook.

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Article 4: Troop Elections:

Troop Elections shall be held twice (2) a year to elect Troop positions and shall be held and run by the Senior Patrol Leader and the Scoutmasters.

Section 4.1 The following positions are to be held for six (6) months by elected youth:

Sub Sec 4.1.1 Senior Patrol Leader

Sub Sec 4.1.2 Assistant Senior Patrol Leader

Sub Sec 4.1.3 Troop Guide(s)

Sub Sec 4.1.4 Patrol Leader(s)

Sub Sec 4.1.5 Assistant Senior Patrol Leader(s)

Sub Sec 4.1.6 Troop Scribe

Sub Sec 4.1.7 Quartermaster

Sub Sec 4.1.8 Instructor(s)

Sub Sec 4.1.9 Librarian

Sub Sec 4.1.10 Webmaster

Sub Sec 4.1.11 Chaplain Aide

Sub Sec 4.1.12 Bugler

Sub Sec 4.1.13 Outdoor Ethics Guide

Section 4.2 The following positions are to be held for twelve (12) months:

Sub Sec 4.2.1 Order of the Arrow Representative

Sub Sec 4.2.1.1 The OA Rep shall be in good standing (dues paid) with Kuskitantee Lodge #168.

Sub Sec 4.2.1.2 The OA Rep shall not be the Senior Patrol Leader nor on the Lodge Executive Committee.

Sub Sec 4.2.1.3 The OA Rep shall have an associated Advisor of which is good standing in the Lodge and serves as an Assistant Scoutmaster. The OA Rep Advisor shall be appointed by the Scoutmaster with approval from the Troop Committee.

Sub Sec 4.2.2 Junior Assistant Scoutmaster (JASM)

Sub Sec 4.2.2.1 The JASM shall be elected by the Troop Committee.

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Sub Sec 4.2.2.2 The JASM shall be at least 16 years of age and have earned at least the Star Rank as well as provided the Troop Committee with a letter of intent.

Sub Sec 4.2.2.3 The JASM shall remain in said position for the duration of the Scouts tenure as a youth of Scouts BSA unless removed by the Troop Committee or resignation. Any resignations shall be provided in writing to the Troop Committee Chair.

Article 5: Troop Committee

The Troop Committee is the board of directors of the Troop and supports the Troop Program. They meet once a month on the third Tuesday of the month, during the regular Scout meeting. The meeting is open to the Troop adult members and all parents; we encourage you to attend and share your ideas, experience, and concerns.

Section 5.1 Their responsibilities of the Troop Committee are as follows:

Sub Sec 5.1.1 Ensures that quality adult leadership is recruited and trained. In case the Scoutmaster is absent, a qualified Assistant Scoutmaster is assigned, if the Scoutmaster is unable to serve, a replacement is recruited.

Sub Sec 5.1.2 Provide adequate meeting facilities.

Sub Sec 5.1.3 Advises the Scoutmaster on policies relating to Scouts BSA and the chartered organization.

Sub Sec 5.1.4 Supports leaders in carrying out Program.

Sub Sec 5.1.5 Is responsible for finances, adequate funds, and disbursements in line with the approved budget.

Sub Sec 5.1.6 Obtains, maintains, and properly cares for Troop property.

Sub Sec 5.1.7 Ensures the Troop has an Outdoor Program (minimum of 10 days and nights per year).

Sub Sec 5.1.8 Serves on Boards of Review and Court of Honors.

Sub Sec 5.1.9 Supports the Scoutmaster in working with individual Scouts and problems that may affect the overall Troop.

Sub Sec 5.1.10 Provides for the special needs and assistance some Scouts may require.

Sub Sec 5.1.11 helps with Friends of Scouting Campaign

Sub Sec 5.1.12 Assists the Scoutmaster with handling behavioral problems.

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Section 5.2 Troop Committee position responsibilities are outlined in the Troop 553/6553 Guide to Administration of which can be amended at the discretion of Committee Chair. The Troop Committee Shall consist of the following members:

Sub Sec 5.2.1 Committee Chair (required)

Sub Sec 5.2.2 Secretary

Sub Sec 5.2.3 Treasurer (required)

Sub Sec 5.2.4 Outdoor/Activities Coordinator

Sub Sec 5.2.5 Advancement Coordinator (required)

Sub Sec 5.2.6 Chaplain

Sub Sec 5.2.7 Training Coordinator

Sub Sec 5.2.8 YPT Champion

Sub Sec 5.2.9 Equipment Coordinator

Sub Sec 5.2.10 Positions listed in Article 5, Section 5.2, Sub Sec 5.2.2 through 5.2.9 shall be appointed by the Committee Chair and may only serve a maximum of 3 years. Other Committee members may be appointed by the Committee Chair.

Section 5.3 All Troop Committee Meetings shall be in accordance with Robert's Rules of Order Newly Revised, 12th Edition.

Section 5.4 A Quorum of **2/3** of voting members must be present to conduct business.

Sub Sec 5.4.1 Voting members of the Troop Committee shall be those listed in Article 5, Section 5.2, Sub Sec 5.2.2 through 5.2.10.

Sub Sec 5.4.2 The Senior Patrol Leader shall have a seat on the Troop Committee and shall not have a vote.

Sub Sec 5.4.3 The Committee Chair shall not have a vote unless to break a tie.

Sub Sec 5.4.4 The Troop Committee shall meet a minimum of six (6) times per year where they conduct business including program plans and finances.

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Section 5.5 The Unit Key 3 are the top three individuals at the Unit level and consist of the following positions of which are in order of their organizational hierarchy:

Sub Sec 5.5.1 Chartered Organization Representative

The Chartered Organization Representative (COR) is the owner of the Unit.

The COR is responsible for appointing the Troop Committee Chair and approving all Unit Leader Applications.

Sub Sec 5.5.2 Troop Committee Chair

The Troop Committee Chair (CC) is the chair of all Troop Committee meetings.

The CC is responsible for appointing the Scoutmaster with approval of the Chartered Organization Representative.

Sub Sec 5.5.3 Scoutmaster

The Scoutmaster (SM) is the Unit Leader of the Troop. The SM is the adult leader responsible for the image and program of the Troop. The Scoutmaster and Assistant Scoutmasters work directly with the Scouts.

Section 5.6 Eagle Committee- Troop 553/6553 has an Eagle Committee that is set up to help the Scout and family transition into an eagle, and also helps the family with organizing the Eagle Banquet/Party. Once the Scout has completed his Eagle Board of Review up at council the family will need to meet with the Eagle Committee at least 2-3 months prior to the Eagle Banquet/Party. Please see the Scoutmaster he/she will direct you to a member of the Eagle Committee.

Sub Sec 5.6.1 Once a Scout has completed all ranks and has become an Eagle Scout, the Troop will spend up to a total of \$250.00, to help the family and Eagle Scout.

Sub Sec 5.6.2 This \$250.00 will cover a \$50.00 Scout related gift, up to four (4) additional mentor pins, banquet programs, picture frame for Eagle certificate, flowers for mom (up to \$25.00), Eagle neckerchief, Eagle Slide, and all remaining funds can go to the family to help with food, cake, etc. for Eagle Banquet/Party.

Sub Sec 5.6.3 Eagles are allowed to use any money in their individual account to help offset any cost for their families to have an Eagle Recognition Dinner/Party/Banquet (however, Troop 553/6553 Scouts and adults must be allowed to attend).

Sub Sec 5.6.4 Receipts must be handed in to the Troop Treasurer to justify using the money in Scouts individual accounts.

Section 5.7 While not official members of the Troop Committee, Scout parents play an important role in the Scouting Program.

Sub Sec 5.7.1 A Troop Resource Survey shall be given annually or more frequently if the Scoutmaster or Committee Chair deems necessary.

Sub Sec 5.7.2 Scout Parents are the backbone of the Troop. Their responsibilities may range from volunteering as a driver on a trip to a Uniformed Leader. **Merit Badge Counselors** are needed for Scouts to complete Merit Badges.

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If you have any interest in being a Merit Badge Counselor, please contact the Scoutmaster or Council office today!

Sub Sec 5.7.3 Uniformed Leaders include Scoutmaster, Assistant Scoutmaster(s), Committee Chair, Chartered Organization Representative, and Unit Commissioner.

Section 5.8 Registered Leaders shall be Trained Leaders within fifteen (15) days of start of position.

Sub Sec 5.8.1 The Chartered Organization Representative shall complete the Chartered Organization Representative Learning Plan on my.scouting.org which includes "What Is A Charter?", "Scouting Units", "The COR Position", and "BSA Standards and Volunteers".

Sub Sec 5.8.2 The Committee Chair shall complete the Scouts BSA - Troop Committee Chair - Position Specific Learning Plan on my.scouting.org which contains two (2) sub plans. The first sub plan Scouts BSA - Troop Committee Chair- Before First Meeting includes "Scouting Organization", "Aims And Methods Of Scouts BSA", "Role Of Unit Key 3", "Troop Committee", and "Troop Committee Meetings". The second sub plan Scouts BSA - Troop Committee Chair - Position Trained contains "Outdoor Programs", "Advancement", "Scouts BSA Uniforms", "Annual Troop Program Planning", "Introduction to Merit Badges", and "Journey To Excellence".

Sub Sec 5.8.3 All Committee Members shall complete the Scouts BSA - Troop Committee Position - Specific Training learning plan on my.scouting.org which contains two (2) sub plans. The first sub plan Scouts BSA - Troop Committee Before First Meeting includes "Scouting Organization", "Aims And Methods Of Scouts BSA", and "Troop Committee". The second sub plan Scouts BSA - Troop Committee - Position Trained contains "Outdoor Programs", "Advancement", "Scouts BSA Uniforms", "Annual Troop Program Planning", "Introduction to Merit Badges", and "Journey To Excellence".

Sub Sec 5.8.4 The Scoutmaster and Assistant Scoutmasters shall complete the Intro to Outdoor Leadership Skills (IOLS) Training, be an Eagle Scout, or have Military Experience with an Honorable Discharge; and the Scouts BSA - Scoutmaster Position Specific Training Learning Plan on my.scouting.org which contains four (4) sub plans. The first sub plan Scouts BSA - Scoutmaster - Before First Meeting includes "Scouting Organization", "Aims And Methods Of Scouts BSA", Role Of Unit Key 3", "Roles Of Scoutmaster And SPL", and "Troop Meeting". The second sub plan Scouts BSA - Scoutmaster - First 30 Days contains "Patrol Method", "Advancement", and "Patrol Leaders Council Meeting". The third sub plan Scouts BSA - Scoutmaster - First 60 Days includes "Outdoor Programs", "Troop Committee", and "Scouts BSA Uniforms". The fourth and "final" sub plan Scouts BSA - Scoutmaster - Position Trained contains "Annual Troop Program Planning", "Introduction To Merit Badges", "Outdoor Ethics", "Hazardous Weather Training", and "Journey To Excellence".

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Sub Sec 5.8.5 The New Member Coordinator shall complete the New Member Coordinator Learning Plan on my.scouting.org which contains two (2) sub plans. The first sub plan/course is New Member Coordinator Welcome Course. The second sub plan/ course is Elements of the Job.

Sub Sec 5.8.6 Merit Badge Counselors shall complete the Scouts BSA - Merit Badge Counselor Position Specific Training Learning Plan on my.scouting.org which contains two (2) sub plans. The first sub plan Scouts BSA - Merit Badge Counselors - Before First Meeting includes "Aims And Methods Of Scouts BSA", "Introduction To Merit Badges", and "What Is A Merit Badge Counselor?". The second sub plan Scouts BSA - Merit Badge Counselors - Position Trained includes "Advancement".

Article 6: Advancement

Scout Advancement Program is an integral part of the learning experience, each Scout is encouraged and expected to set certain attainable goals. Newer Scouts that come into the Troop from a pack that are present at all campouts and meetings should reach first class within their first year.

Section 6.1 The Scouts BSA Handbook (Sku: 648103) is a very useful resource, not just a paper weight. Within the BSA Handbook each chapter is color coded of which include Character and Leadership Development, Citizenship, Fitness, First Aid, Aquatics, Nature, Outdoor Ethics, Hiking, Camping, Cooking, Navigation, Tools, Personal Safety Awareness, Awards and Advancement, and more. **Be sure to label your BSA Handbook with your name and a phone number in case it gets lost!**

Sub Sec 6.1.1 Scouts shall bring their Scout Handbook to every Troop/Patrol function. Scouts pursuing rank advancement and merit badges are required to review their Scout handbooks and other resources, then seek assistance from the Troop leadership with Scout skills testing and for more advanced work, with merit badge counselors.

Sub Sec 6.1.2 Advancement records are kept in your handbook. It is up to the Scout to get any and all completed requirements signed off by a Unit Leader.

Section. 6.2 All records for all Scouts will be kept on Scoutbook. Every parent has access to their child's progress. Scouts and Parents will be able to add merit badges, awards, etc. that will need to be approved by Troop leaders. Scoutbook keeps track of all trainings, awards, service time, leadership positions and much more that adults and Scouts receive.

Sub Sec 6.2.1 Scoutbook invitations will be sent out via email.

Sub Sec 6.2.2 Scouts, Parents, and Leaders all have different levels of access to Scoutbook. Permissions shall be set by Unit Leaders or their designee.

Section 6.3 The Troop conducts four (4) Court of Honors (COH) during the Scout year to recognize and celebrate the Scouts' Rank, Advancement, and Awards.

Sub Sec 6.3.1 All Scouting families are asked to show their support of our Scout's accomplishments by attending these ceremonies.

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Sub Sec 6.3.2 Major announcements are made, awards are presented, guests are invited to speak, and refreshments are served at the conclusion of the Ceremony.

Section 6.4 There are currently 136 **Merit Badges** in fields from American Heritage to Woodworking.

Sub Sec 6.4.1 The Star, Life, and Eagle Ranks require completion of Merit Badges as requirement. In order to obtain the Rank of Eagle, a Scout must earn 14 Eagle Required Merit Badges and 7 Elective Merit Badges for a total of 21. Unit Leaders have access to a list of Merit badge Counselors in Scoutbook. The Scout should contact these counselors and make arrangements with them to get the badge requirements completed along with a buddy.

Sub Sec 6.4.2 If you are interested in becoming a merit badge counselor or just want to see the list of the different merit badges please see a uniformed leader.

Sub Sec 6.4.3 We would like to expand and keep our **Merit Badge Counselor** list within the Troop up-to-date. If your hobbies or employment fall under one of the merit badge titles, please let our uniformed leaders know and they will give you the necessary information to become a merit badge counselor.

Section 6.5 Policy - Parents working with their own son on MB Advancement:

Sub Sec 6.5.1 A Scout shall not work with a parent as a Merit Badge counselor unless there are no other counselors for said Merit Badge. If the Merit Badge is given in a group setting, said Scout shall not be excluded.

Sub Sec 5.6.2 Among the positive developmental skills in Scouting, is the opportunity the Scouts have to work with adults outside their home environment or school. This prepares them for the time when they go out into the world and need to deal with older adults as peers.

Sub Sec 6.5.3 Always maintain the "Scout Youth Protection" policy of 2 deep leadership. Meetings should be conducted in plain sight, where visible by other leaders, etc.

Section 6.6 For over 100 years, the Order of the Arrow (OA) has recognized Scouts and Scouters who best exemplify the Scout Oath and Law in their daily lives. This recognition provides encouragement for others to live these ideals as well. Arrowmen are known for maintaining camping traditions and spirit, promoting year-round and long term resident camping, and providing cheerful service to others. OA service, activities, adventures, and training for youth and adults are models of quality leadership development and programming that enrich and help to extend Scouting to America's youth.

Sub Sec 6.6.1 To be elected in the Order of the Arrow, a Scout shall be registered with the Boy Scouts of America, obtain at least fifteen (15) nights of camping which must include only one (1) long-term campout of five (5) nights, and be at least First Class.

Sub Sec 6.6.2 The Order of the Arrow Sash shall be worn only over the right shoulder and shall never be worn over the belt nor with a Merit Badge Sash.

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Sub Sec 6.6.3 There shall be at least one Order of the Arrow Representative and Order of the Arrow Advisor. Refer to Article 4, Section 4.2, Sub Sec 4.2.1.

Article 7: Communication: Communication is key when organizing events, providing Advancement opportunities, and coordinating logistics. The Troop has a communication plan as follows:

Section 7.1 Our main form of Communication shall be via the mobile or desktop app called Slack. Within Slack channels can be created to discuss different topics (e.g. #bluecards for discussion relating to bluecards).

Sub Sec 7.1.1 Members of the Troop will have access to several public channels denoted with a "#", private channels marked with a lock will be reserved for Patrols, named respectively, the Troop Committee, Admins and Owners of the Slack Workspace, Order of the Arrow members, Eagle Committee, and any other private channels the Owners or Admins see fit.

Sub Sec 7.1.2 The #official channel will be used only for Troop Announcements and posting privileges will only be given to the Unit Key 3 (Scoutmaster, Committee Chair, and Chartered Organization Rep.) and the Workspace Owner.

Sub Sec 7.1.3 Any member of the workspace will be allowed to make a public channel, but only Workspace Owners and Admins may create private channels.

Sub Sec 7.1.4 Administrative privileges will only be granted to Unit Key 3 and those approved by Unit Key 3.

Sub Sec 7.1.5 YPT Guidelines must be observed when using Slack, no one-on-one contact and you must always use Two-Deep Leadership. Any public or private channel with Scouts must include the Scoutmaster or his/her designee and another Adult Leader.

Sub Sec 7.1.6 If for any reason conduct on Slack is inappropriate, you will be removed from the Workspace.

Section 7.2 The Troop website shall be troop553.net and should be facilitated by at least one (1) adult Webmaster who will advise the youth Webmaster.

Sub Sec 7.2.1 The Troop Webmaster (youth) shall be elected during the Troop Election period and shall be responsible for ideas for improvement of said website.

Sub Sec 7.2.2 Approved adult Webmaster(s) may establish their own Wordpress accounts in order to complete their duties of updating the website. Access will be limited to the adult Webmaster(s) or their designee and the youth Webmaster. Any misconduct on the Troop Website will result in revoked access.

Section 7.3 Troop Social Media Accounts/Pages shall be Instagram (@troop553) and Facebook Page (Scouts BSA Troop 553). Any additional Social Media Accounts, Groups, or pages must be approved by the Troop Committee with a simple majority vote.

Article 8: Personal Camping Gear/Equipment:

Each Scout should have their own gear/equipment. If a Scout can not afford camping gear or equipment, please refer to Article 3, Section 3.13.

Section 8.1

All Scouts are requested to have the following equipment:

- Sleeping bag (weather appropriate)
- Backpack or duffel bag
- Mess Kit (plate, silverware, cup (preferably not metal))
- Water Bottle or Canteen
- Clothing appropriate to the season, including an extra pair of shoes or boots
- Raincoat/gear or poncho
- Sleeping mat/pillow
- Chair or tripod to sit on
- Flashlight with extra batteries
- Official Scout Handbook, notebook and pen or pencil (Refer to the Scout Handbook and our website for personal camping list suggestions)

All personal gear shall be labeled with the Scout's name for easy identification.

Section 8.2 Boy Scouts of America requires an Annual Health and Medical Record be submitted for all camp functions. Parts A and B is needed for all participants on any and all Scouting functions. Part C is needed for any participant at an event lasting more than 72 hours. Part D is only required for High Adventure Bases.

Sub Sec 8.2.1 Each year all Scouts and Adults are required to submit a completed BSA approved medical form signed by a parent or guardian. Everyone, youth and adult, who participates in a Scouting event should have a current Annual Health and Medical Record, Parts A and B, completed.

Sub Sec 8.2.2 The medical form will be kept confidential and must have emergency contact phone numbers, parent's current medical insurance coverage, special medical instructions or limitations that could affect your health or care in an emergency situation. This information will be kept confidential unless needed in an emergency. (The responsible adult leader takes these forms on all trips.)

Sub Sec 8.2.3 Part A and Part B (parents fill these parts out) of medical form needs to be turned in with your annual dues and registration payment. Part C (physical by a doctor) will need to be filled out 2 weeks prior to the Troop's Summer Camp.

Article 9: Troop Equipment/Property:

Section 9.1 Troop 553/6553 is proud and fortunate to own its own Troop Trailer with Troop equipment. Tents and other major camp gear are provided by the Troop. From time to time other gear may be necessary depending on the type of outing.

Section 9.2 The Troop has invested a great deal of money and time in equipment for the use of the Scouts, therefore each Scout is expected to use and care for it better than if it were his own. **If a Scout or adult misuses Troop equipment and causes damage,**

Section 9.2 Continued ...the Troop will replace it and hand the parents of the Scout a bill that needs to be paid as soon as possible. The original receipt will be kept by the Troop Treasurer.

Article 10: Troop 553/6553 adheres to the BSA Guide to Safe Scouting

This guide can be viewed by going to: <https://filestore.Scouting.org/filestore/pdf/34416.pdf>.

The Boy Scouts of America prohibits the use of alcoholic beverages and controlled substances at encampments or activities on property owned and/or operated by the Boy Scouts of America, or at any activity involving participation of youth members.

Section 10.1 Our adult leaders support the attitude that young adults are better off without tobacco and may not allow the use of tobacco products at any Scouts BSA activity involving youth participants. All Scouting functions, meetings, and activities should be conducted on a smoke-free basis, with smoking areas located away from all participants.

Section 10.2 ITEMS NOT PERMITTED ON OUTINGS FOR ALL WHO ATTEND:

Sheath knives or fixed blades, knives, pornography, alcoholic beverages, firearms, ammunition, fireworks, and/or drugs OF ANY KIND. Required prescription drugs and non-prescription drugs must be given to the outing leader by parent prior to departure with Scout's name and written instructions for use. All medicines must be in the original container.

Article 11: Conduct:

Scouts live by the Scout Oath, the Law, and the Motto and are expected to conduct themselves accordingly. In the interest of the safety of all Scouts, as well as the enjoyment and successful learning experience of the Scouting program, common sense and good conduct is required at all times. Foul language and misbehavior will not be tolerated. Scouts or adults using offensive language will be asked to leave the event or have a parent called to come and take them home.

Troop 553/6553 maintains a ZERO tolerance for problem behavior or actions that endanger the safety and health of our Troop members.

Section 11.1

Problem behavior is unacceptable. If the bad unScout-like behavior persists and is unchanged, the Scout will be suspended from participating in Troop activities. The discipline will be handled by the leader in charge of the event, any suspensions will be handled by the Troop Committee.

Sub Sec 11.1.1

Examples of unacceptable behaviors offenses and disciplinary actions:

1. Verbal teasing, ridicule, harassment
 - a. Verbal warning to Scout to immediately cease
 - b. Apprise parents of situation
2. Taunting; physical or verbal
 - a. Verbal warning to Scout to immediately cease
 - b. Apprise parent of situation
3. Shoving, wrestling, boxing (fake or real), karate demonstrations, etc.:
 - a. Mandatory service hours completed within a specific time. Hours TBD by Troop Committee (i.e. half the amount required to advance to next rank)
 - b. Rank advancement contingent on completion of service hours

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- c. Increasing, up to 6 months, the waiting time prior to eligibility for next rank
- d. Scout finds project and submits write up to Committee for approval
- e. Scout produces letter stating satisfactory completion of project
- f. Apprise parent of situation
4. For striking or attempting strike to another Scout:
 - a. In addition to those actions listed in item # 3 above the following applies.
 - b. Expulsion or up to a two-year suspension period.
 - c. Apply to committee for reinstatement
 - d. If reinstated must sign Letter of Behavior
 - e. Apprise parent of situation
5. For striking or attempting to strike another parent/adult:
 - a. Immediate expulsion
 - b. Apprise parent of situation
6. Use or possession of a controlled substance, alcohol or illegal weapon at a Scout function.
 - a. Immediate expulsion
 - b. Police notified

Section 11.2 Troop uses the resources of the parents to provide the transportation and the leadership for our outings. When accepting this responsibility, we ask that as a leader and/or parent, you do your best to set a good example, and act according to the Scout Oath and Law. To ensure our Scouts safety, as a driver, you and your vehicle should be in good driving condition. Proof of auto insurance must be provided if asked prior to driving for an outing.

Sub Sec 11.2.1 A driver may be asked by the Troop leadership not to drive if there is ANY concern that there may be a problem, such as a driver being impaired by physical exhaustion, alcohol, or drugs. If any parent has a concern that one of our drivers may be impaired, please bring it to the attention of the leader in charge of the activity. Your child's safety is our first concern. We adhere to the Safe Scouting Guide & Youth Protection rules.

Article 12: Scout Spirit advancement requirement: What is it?

As you progress through the Scouting advancement program, it is important to understand and honor your commitment to Scout Spirit, by living by the Scout Oath & Law. This is accomplished by fulfilling your Troop leadership responsibilities and actively participating in Troop activities, meeting, outdoor trips and service projects, etc. Your participation and attitude serves as a positive role model for other Scouts. Lead by example in your leadership role and give back to the Troop by reinforcing the positive experiences for new and older Scouts. Balancing your priorities becomes more challenging as you get older. The Scoutmaster and Troop Committee appreciate this, and are willing to work with you. However, we want to remind you of your commitment to the Troop and Scouting program, as you advance towards Eagle Scout.

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Article 13: Fundraising/Treasurer

To ensure the Troop has adequate funds to support outings, activities, rank award badges, and to maintain our equipment, the Troop conducts several fundraisers.

Section 13.1 Both Scouts and parents participation is critical to the success of these fundraisers.

Sub Sec 13.1.1 Bowl-O-Thon

Sub Sec 13.1.2 Flower Sales

Sub Sec 13.1.3 Popcorn Sales

Sub Sec 13.1.4 Fall Mum Sale

Sub Sec 13.1.5 Holiday Wreath Sale

Sub Sec 13.1.6 All other fundraisers approved by the Troop Committee

Section 13.2 The Troop Fundraising Chairperson or designee will take on all fundraisers. This person or designee will be responsible for the fundraiser from the beginning to the end (no exceptions will be made).

Section 13.3 All new and returning Scouts and adults are expected to complete and pay for their registration and dues 2 weeks prior to the Council's re-charter date. The annual dues/registration fee shall be \$135/year with Scout Life Magazine or \$120/year without Scout Life Magazine and \$50/year for Leaders, checks can be made payable to: "Boy Scout Troop 553".

Section 13.4 Due to IRS laws Scouts are not permitted to earn money from fundraisers. Individual accounts are set up for Scout use. All money in an individual account must be cash or check handed from the parents/guardians of the Scouts to the Troop Treasurer. This is the only way to keep individual accounts legal. However, fundraising is what we use to offer free camping trips. The more money earned, the more trips we can take.

Sec 13.5 Any and all money must be turned into the Troop Treasurer after being collected at Troop meetings, Troop fundraisers, etc. The person to collect the money to turn into the treasurer will be the person in charge of the event, fundraisers, etc. Once all monies are turned into the treasurer, the treasurer can write a check to cover the amount collected. Two persons on the Troop account will need to be present to sign the check.

Article 14: Amendments

Section 14.1 These rules and regulations shall be subject to amendment at any regular or special meeting of the Troop, provided such amendments have been submitted in writing to the Troop membership at least two (2) weeks prior to the meeting; and said amendments have been previously been approved by the Patrol Leaders Council and Troop Committee.

Sub Sec 14.1.1 Any and all Amendment shall be presented to the current Patrol Leaders' Council. A **2/3** vote is required by the PLC for the Amendment to pass. The Senior Patrol Leader shall sign said Amendment.

Sub Sec 14.1.2 The Troop Committee then approves the Amendment with a **2/3** vote. The Troop Committee Chair or designee shall sign said Amendment.

Sub Sec 14.1.3 After being passed by the PLC and Troop Committee, the Amendment then moves to the Troop to approve, where all youth under the age of 21 are voting members. A **2/3** vote is required by all present youth of the Troop.

Section 14.1.4 Finally to officially pass an Amendment, the Chartered Organization Representative or their designee shall sign and approve said Amendment.

Section 14.2 Any Changes in national Boy Scouts of America policy shall take effect immediately in this Troop and will be so provided for in these rules in future printings.

Contact Information

Troop Website: www.troop553.net

Facebook Page: Scouts BSA Troop 553

Instagram: @bsaTroop553

Scoutmaster: Scoutmaster@troop553.net

Committee Chair: committee_chair@troop553.net

Webmaster: webmaster@troop553.net

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Agreement for Troop 553/6553 Welcome Packet and By-laws

I as a parent of a Scouting member of Troop 553/6553 have read and understand all items listed in the above welcome packet and by-laws.

Printed Name: _____

Signature: _____

Date: _____

I as a Scout of Troop 553/6553 understand all items listed in the above packet and by-laws. I will follow all rules to the best of my ability.

Printed Name: _____

Signature: _____

Date: _____