



Welcome

Boy Scout Troop 94 of Garland, Texas is proud to have your son as a new scout. We look forward to working with your Scout to bring the Scouting experience to the next level.

This booklet is designed to help you to transition from Cub Scouts to Boy Scouts. Many things are done differently but the true spirit of scouting is the same. Of course not all situations or questions are answered here but we hope it will help get you started.

Scouting offers many wonderful experiences along with life skills to prepare boys to be men. We strive for every scout to reach the rank of Eagle. It takes everyone lending support, experience and time to achieve this prestigious rank.

Parental support and encouragement is very important. We have many positions and encourage each parent to find a slot to help fill. There are all kinds of needs from large to small.

This troop is here to prepare each scout to choose to live their lives by the Scout Oath and Law. We are glad you are here and look forward to getting to know you.

Welcome from the Troop Committee

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# THE ORGANIZATION OF SCOUTING

Here is an overview of the organization and positions in scouting:

1. National Council Boy Scouts of America
2. Region
3. Local Council
4. District
5. Chartered Organization
6. Troop Committee
7. Troop

- ❖ The Local Council for our Troop is **Circle Ten**. This council administers the Scouting Program in its specific territory assigned. There are more than 300 councils. Their duties include:
  - Granting Charters to community organizations
  - Promoting the Scouting program
  - Registration of units and council personnel
  - Providing facilities and leadership for year-round programs
  - Offer Training for Scouts and Adults
- ❖ The District for our Troop is **Grey Owl**. This is a geographical area within the local council. Each district has a District Committee who works through chartered organizations to assure the success of troops.
- ❖ The Chartered Organization for our Troop is **South Garland Baptist Church**. The troop is “owned” by the chartered organization which receives a national charter yearly to use the Scouting program as a part of its youth work. The chartered organization using the scouting program provides a meeting place, selects a Scoutmaster, appoints a troop committee of at least three adults and chooses a chartered organization representative.
- ❖ Troop Committee: This committee works on behalf of the chartered organization, your troop must be operated within the organization’s policies. The primary responsibility of the committee is to support the Scoutmaster in delivering a quality troop program, and handling troop administration.

## **CONSTITUTION:**

Attached in the back section you will find our troop constitution. This describes our policies for Attendance, Participation, Dues, Health & Safety, Obedience, Discipline and more.

## **BYLAWS:**

Attached you will find our troop Bylaws. This describes the rules of the troop. We encourage you to review these with your scout as he will be expected to participate by adhering to them.

## **Troop Committee:**

All Adults are encouraged to join our Troop Committee. We meet once a month, usually the third Monday of the month, to discuss and plan upcoming events. We conduct the meeting at the later portion of the regular meeting. We need everyone's thoughts and ideas. It is a creative process and the more input we receive the more our boys benefit. Our Troop committee is structured to guide the boys and facilitate the plans and activities of the Troop leadership.

Positions:

### **Chair: Teri Martin**

- Organizes the committee and works to keep all positions filled.
- Works closely with the Chartered organization and Scoutmaster
- Interpret national and local policies to the troop
- Prepare troop committee meeting agendas
- Call, preside over and promote attendance at the monthly meetings
- Ensure troop presentation at monthly roundtables held by District.
- Arrange for charter review and recharter annually
- Plan the charter presentation

### **Secretary: Position Open**

- Keep minutes of meetings and send out committee meeting notes
- Handle publicity
- Prepare family newsletter of troop events and activities
- Conduct the troop resource survey
- Plan for family night programs and family activities
- At each meeting report minutes from previous meeting

### **Treasurer: Angela DeGroot**

- Handle all troop funds. Pay bills on recommendation of Scoutmaster and authorization by troop committee.
- Maintain checking account
- Train and supervise the troop scribe in record keeping
- Keep adequate records
- Supervise money-earning projects, including obtaining property authorization
- Supervise Camp saving plan
- Lead in the preparation of the annual troop budget
- Lead the Friends of counting campaign
- Report to the troop committee at each meeting

### **Outdoor/Activities Coordinator: Position Open**

- Help in securing permission to use camping sites
- Serve as transportation coordinator
- Secure tour permits for all troop activities
- Maintains Medical Forms & Training Copies

### **Advancement Coordinator: Beverly Miranda**

- Work with the troop scribe to maintain all Scout advancement records
- Develop and maintain a merit badge counselor list
- Make a prompt report on the correct form to the council service center when a troop board of review is held. Secure badges and certificates.
- Work with Troop librarian to build and maintain a troop library of merit badge pamphlets and other advancement literature.
- Assists Scoutmaster to Plan Court of Honor Ceremonies

### **Chaplain: Roberto Ceballos**

- Provide a spiritual tone for the troop meetings and activities
- Give guidance to the chaplain aide
- Promote regular participation of each member in the activities of the religious organization of his choice.
- Visit homes of scouts in time of sickness or need.
- Give spiritual counseling service when needed or requested.
- Encourage scouts to earn their appropriate religious emblems.

### **Training Coordinator: Position Open**

- Ensure troop leaders and committee members have opportunities for training
- Maintain an inventory of up-to-date training materials, videotapes and other training resources
- Work with the district training team in scheduling Fast Start training for all new leaders
- Be responsible for BSA Youth Protection training within the troop
- Encourage periodic junior leader training within the troop and at the council and national levels
- Assist in orientation of new parents

### **Quarter Master & Equipment Coordinator: Steve Hays**

- Supervise and help the troop procure camping equipment
- Work with the quartermaster on inventory and proper storage and maintenance of all troop equipment
- Make periodic safety checks on all troop camping gear, and encourage troops in the safe use of all outdoor equipment

### **Membership Coordinator: Position Open**

- Develop a plan for year-round membership flow for the troop
  - Work closely with the Cubmaster and Webelos den leader of neighboring Cub Scout packs to provide a smooth transition from pack to troop. Assist in developing and recruiting den chiefs, and assist in the crossover ceremony from Webelos Scouts to Boy Scouts
  - Plan and coordinate a troop open house to invite non-scouts into the troop
  - Encourage scouts to invite their friends to visit the troop
- Keep track of scouts who drop out of the troop, and develop a plan to encourage them to rejoin.

### **Tenure:**

Troop Committee members serve for a minimum of a year. At charter renewal time, a manpower inventory should be conducted to identify leadership needs. The troop committee chair should fill each committee position. Every committee member should be asked to serve in a specific capacity.

## **Now that we have covered the Committee here is the other positions of the troop.**

**Scoutmaster:** This is an adult leader responsible for the image and program of the troop. The Scoutmaster and Assistant Scoutmasters work directly with the Scouts. The importance of the Scoutmaster's job is reflected in the fact that the quality of guidance will affect every youth and adult involved in the troop.

Duties include:

- Train and guide boy leaders
- Work with the other responsible adults to bring Scouting to boys.
- Use the methods of scouting to achieve the aims of Scouting.
- Meet regularly with the patrol leaders' council for training and coordination in planning troop activities.
- Attend all troop meetings or, when necessary, arrange for a qualified adult substitute.
- Attend Troop committee meetings.
- Conduct periodic parent's sessions to share the program and encourage parent participation and cooperation.
- Conduct Scoutmaster conferences for all rank advancements.
- Delegate responsibility to other adults and groups to insure all needs of the troop are met.
- Supervise troop elections for the Order of the Arrow
- Make it possible for each Scout to experience at least 10 days and nights of camping each year.
- Participate in council and district events
- Build a strong program by using proven methods presented in Scouting literature.
- Conduct all activities under qualified leadership, safe conditions, and the policies of the chartered organization and the Boy Scouts of America.

### **Assistant Scoutmaster:**

- To fulfill obligations to the troop, the Scoutmaster, with the assistance of the troop committee, recruits assistant Scoutmasters to help operate the troop. Each assistant Scoutmaster is assigned specific program duties and reports to the Scoutmaster. They also provide the required two-deep leadership standards set by the Boy Scouts of America. An assistant Scoutmaster may be 18 years old, but at least one in each troop should be 21 or older, so he or she can serve in the Scoutmaster's absence.
- Types of assistant Scoutmasters include: 1) Assistant Scoutmaster – New Scout Patrol, 2) Assistant Scoutmaster – Venture patrol.
- A troop should have many assistant Scoutmasters as possible. It has been found that many successful troops have three or more.

## **Membership:**

The flow of new Scouts is an essential element of a healthy Scout troop. Boys joining a troop bring fresh enthusiasm and energy to the entire program. Many troops assign an assistant Scoutmaster to be responsible for the troop membership growth such as the Webelos-to-Scout plan, recruiting new Scouts and troop rallies for new members.

Membership should be a shared concern of all adult leaders, but someone should have the specific responsibility of steady new boy recruitment.

## **Patrols:**

The Scout troop is made up of patrols. A patrol is a grouping of six to eight boys who work together and who are probably similar in age, development, and interests. The patrol method allows Scouts to interact in a small group outside the larger troop context, working together as a team and sharing the responsibility of making their patrol a success. A patrol takes pride in its identity, and the members strive to make their patrol the best it can be. Patrols will sometimes join with other patrols to learn skills and complete advancement requirements. At other times they will compete against those same patrols in Scout skills and athletic competitions.

The members of each patrol elect one of their own to serve as patrol leader. The troop determines the requirements for patrol leaders, such as rank and age. To give more youths the opportunity to lead, most troops elect patrol leaders twice a year. Some may have elections more often.

Patrol size depends upon a troop's enrollment and the needs of its members, though an ideal patrol size is eight Scouts. Patrols with fewer than eight Scouts should try to recruit new members to get their patrol size up to the ideal number.

## **Senior Patrol Leader:**

This scout is the top junior leader in the troop. He leads the patrol leaders' council and, in consultation with the Scoutmaster, appoints other junior leaders and assigns specific responsibilities as needed. The senior patrol leaders are elected by troop members, usually for a six-month term.

## **Assistant senior patrol leader:**

This scout fills in for the senior patrol leader in his absence. He also is responsible for training and giving direction to the quartermaster, scribe, Order of the Arrow troop representative, troop historian, librarian and instructors.

**Here is a list and description of the other Scout positions held within the Troop:**

**Patrol leader**- gives leadership to members of his patrol and represents them on the patrol leaders; council. Each patrol has a Patrol leader.

**Assistant patrol leader**- fills in for the patrol leader in his absence. Each patrol also has this position.

**Troop historian** – collects and maintains troop memorabilia and information on former troop members.

**Librarian**- keeps the troop's books, pamphlets, magazines, audiovisuals, and merit badge counselor list available for use by troop members.

**Instructor**- teaches one or more advancement skills to troop members. This could also be an adult leader.

**Chaplain aide** – assists in troop religious services and promotes religious emblems programs.

**Junior Assistant Scoutmaster** – A Scout 16 or older who supervises and supports other boy leaders as assigned.

**Quartermaster**- responsible for troop supplies and equipment.

**Den Chief**- works with a Cub Scout den as a guide.

**Scribe** – the troop secretary.

**Order of the Arrow troop representative** – keeps the troop informed on all Order of the Arrow activities.

**Venture patrol leader** – leader of a troop's Venture patrol.

**Troop guide** – adviser and guide to the new-Scout patrol.

**The Patrol Leaders' Council:**

This council is made up of the following voting scout members: senior patrol leader, assistant senior patrol leader, patrol leaders and troop guide. This council is responsible for planning and conducting the troop's activities.

At its monthly meeting organizes and assigns activity responsibilities for the weekly troop meetings. The troop committee interacts with the patrol leaders' council through the Scoutmaster.

### **Annual Program Planning Conference:**

The troop's activities are selected and planned at the annual program planning conference. Submit the troop's yearly plan to the troop committee for its support. At this time, the troop committee may make alternative suggestions for the patrol leader's council to consider. To avoid conflicts between troop plans and activities of the chartered organization, clear the program calendar in advance within the chartered organization representative.

### **Our Commitment to You:**

Troop 94 is committed to creating and nurturing a positive and fun environment where the scouts can be challenged, learn, and grow in their skills, in their knowledge, and in their character. We believe in a boy led troop and encourage the boys to take responsibility for and to provide leadership to the troop. We promote the Principles outlined in the **Scout Law** and the **Scout Oath**.

### **Welcome to the Scouting Family:**

Again, we want to welcome you to our scouting family. Troop 94 has a very active adult membership. Most of our boys have at least one parent working with the Troop in one way or another. The Troop is boy led, but it takes an active Troop Committee to be sure that the activities scheduled for the year can be realized. We encourage involvement from all family members in any form or fashion. We have small jobs for busy parents and larger jobs for the parent that has time to give. We all want to encourage our boys and this is a perfect way to give to the Troop.

## GENERAL INFORMATION

### **REGISTRATION:**

Every scout is required to complete a registration form and a Medical Health Form. The troop covers the cost of the registration. Boys Life is a Scouting magazine that the scout has the option to purchase on the registration form. The cost is \$12.00 per year. Once a year we re-charter all members.

All adults who participate in scouting functions must register with the troop and complete a medical health form. The adults will be responsible to pay the registration fee.

### **MEDICAL HEALTH FORMS:**

For daily needs a Class 1 health form must be completed and on file with the troop with a copy of a current medical insurance card and immunization record. When attending summer camps a Class 2 health form is required with a physical by a physician. These forms must be updated on an annual basis.

Adults are required to have a Class 3 form for daily functions but the physical section is required by a physician for summer camp or high adventure functions. A medical insurance card should also be provided. These forms must be updated on an annual basis.

**DUES:** Each quarter dues are charged per scout of \$24.00. These are applied to the scout account and e-mailed to each family for payment. Payment is due at the next regular meeting. The dues pay for general troop expenses of rank and merit badges and troop equipment.

### **PHONE LIST:**

The Troop Committee Chair maintains a phone list of all members. This list is e-mailed when the leadership rotation in the troop occurs every 6 months unless needed sooner.

### **WEBSITE:**

The Scoutmaster maintains the troop website so that everyone can access for the calendar of events, scouting links, merit badge info, forms, and pictures of activities. We recommend you visit the site weekly. [www.bsatroop94.org](http://www.bsatroop94.org)

### **COMMUNICATION:**

Keeping everyone informed is a vital part to every organization and no different for our troop. The form of quick communication we use is e-mail. When you join the troop we ask that you provide an e-mail address that you will access frequently. The Treasurer will send statements, Scoutmaster gives updates to events and if the weather will affect upcoming events along with reservations confirmations and much more.

## **RANK ADVANCEMENT:**

Boy Scout advancement is a four step process.

**1) 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) Boy Scout is Tested:** A scout may be tested on requirements by his patrol leader, Scoutmaster, assistant Scoutmaster, a troop committee member, or a member of his troop. The Scoutmaster maintains a list of those qualified to give tests and to pass candidates.

**3) 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. The Eagle board of review is conducted in accordance with local council procedures.

**4) 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 the next troop meeting. The certificate for his new rank may be presented later a formal court of honor.

So how does this work? The Troop provides programs to promote rank advancement with each scout. Each rank advancement is outlined in the Scout book. Within each rank is a list of requirements. Each requirement must be signed off and dated by the Scoutmaster, Assistant Scoutmasters or Merit Badge Counselors. Many of the ranks require merit badge work. Each merit badge also has a list of requirements. This can be found on the troop website under Merit Badges.

**Merit Badges:** These are monitored by Merit badge counselors which could be the Scoutmaster, Assistant Scoutmasters, Troop Committee members or Parents with knowledge in the merit badge subject. Merit Badge counselors must complete a council application for every subject experienced to teach. These are turned into the advancement coordinator to submit to council then maintain that persons name on a roster so we know who is certified for each subject. We have attached a list of the current list and will periodically distribute updates. If you are interested in teaching one of the subjects please discuss with the Scoutmaster and if approved obtain the paperwork from the Advancement Coordinator to complete. Eagle required merit badges will be taught by the Troop Leaders and are offered annually.

**Paperwork:** Merit badges have packets that must be completed by the scouts while working on the badges. These can be printed from the internet via the council or troop websites. Once completed the scout is to review with the merit badge counselor then completes a merit badge blue card from the advancement coordinator. Then they are awarded at the next court of honor.

**Rank Advancement:** As stated above the scout books have a list of requirements for each rank. Each requirement is signed and dated as completed by the Scoutmaster or Asst. Scoutmasters only. Parents are not allowed to sign off on these requirements. Once all items are completed the next step is a Scoutmaster conference then Board of Review.

**The Scoutmaster Conference:** Participation in a Scoutmaster Conference is a requirement for every rank. The purpose is to ensure that the Scout is ready for his Board of Review. It also creates a bond with the Scout and Scoutmaster to help set goals for further roles in the troop and also ensure the Scout is achieving the requirements of each rank.

**Paperwork:** The Advancement Coordinator has a worksheet to request the needed conference and review from the Scoutmaster. The scout obtains this document and completes his name and what rank he is ready to achieve, then gives it to the Scoutmaster. The Scoutmaster will then advise the scout when this can be scheduled. Once completed the Scoutmaster will sign the document and give to the Asst. Scoutmaster or Troop Committee Chair to have a Board of Review scheduled. Once completed the member of the review will sign and give back to the scout. This is then given to the Advancement Coordinator to process for the next court of honor.

Note: The proper uniform must be worn for both of these conferences. Refer to the By Laws for this information.

## **COURT OF HONOR CEREMONIES:**

These ceremonies are held to give recognition to the scouts for Rank and Merit badge accomplishments. This are held on a quarterly basis on a Monday night of a regularly scheduled meeting. We request one family member for each scout attend. There are refreshments provided by each family to make this a celebration. Class A uniform required.

## **FUNDRAISING:**

The troop has many activities and these cost money. To help offset these we provide many fundraising opportunities. We are also open to ideas. Current fundraisers include: Popcorn & Scout Show Tickets (sponsored by Boy Scouts), toothbrushes, fertilizer, I-Sign, Car Washes and the Texas Marathon. When a scout participates in a fundraiser the money he earns is put on their scout account to offsets expenses. This allows the boys to get direct profit from their efforts. When funds are needed for the troop, allocations may occur but only after discussed and voted on at a troop committee meeting.

## **SCOUT ACCOUNTS:**

The Treasurer maintains an account for each scout family. Quarterly the account is sent out via e-mail to the respective family for reimbursement. Payment is due at the next regularly scheduled meeting unless a different deadline is provided. Fundraising profits are applied to the current balance, if applicable. Any Credits remaining can be left on account or offset by outside scout purchases.

## **CAMPING:**

The troop works hard to camp once a month. This helps build leadership, accomplish requirements for rank advancement and merit badges and creates a bond between all members and adults. The troop has a trailer that carries the gear. The troop provides the following for the campouts: tents, cooking utensils, tables, water, lanterns and tarps. The scout is responsible for his personal gear. We have a sample list attached. Expensive gear is not required just useful gear.

Each campout is planned at the troop meetings. The Patrol Leader will help his troop plan the meals, assign duties and delegate post camping activities as needed. On each campout a grub master will be assigned for each troop. This scout is responsible in purchasing the food for his patrol. This is rotated based on attendance. The receipt for the food is turned into the Treasurer for reimbursement at the next regular meeting. The food is brought to the meeting place then placed into the troop coolers and bins for transport. It is a good idea to put the patrols name on the items when possible as this assures the right patrol gets the right items as many times they plan similar meals.

Campouts typically begin between 5:00 & 6:00pm Friday to meet and prepare the gear for the trailer. Pull out between 6:00 & 6:15. Many times they will bring a sack lunch unless planned otherwise. Return is typically Sunday around lunchtime unless going a far destination. The Scoutmaster will always communicate this to the boys during the planning process and it will be posted on the website.

Signup for these campouts start occurring two to three weeks in advance. The Senior Patrol leader will start the signup sheets so it is important you keep posted on up coming events and advise them when not to signup. Once a boy signs up they are allocated expense. If we do not receive the cancellation a week before (unless other deadline communicated) they will charged 50% of the cost. Many camping facilities require deposits based on number attending and we can not get these back.

## **Outside Activities:**

All Troop activities are planned for the boys and adult leaders. This is different from Cub Scouts where families are encouraged to join in the activities. As a Troop we find opportunities and recreational activities that allow for family members to join as our Troop is an extension of our families. We will invite family members (siblings and grandparents) to the Court of Honor Ceremonies and an outdoor activity or two, but meetings and campouts are for the boys. Adults must be involved to assist with leadership and supervision, but a majority of our activities are for Boys Scouts of Troop 94.

If a parent is a leader with the troop and attends an activity with their son, the scout is required to sleep with the other scouts. The adults are not to sleep in the same tents as the boys.

## **TRANSPORTATION:**

The troop travels by vehicles to the majority of activities. These are driven by the registered adult's active with the troop. Each person is required to provide Date of Birth, Drivers License Number, Vehicle information and current limits of Liability. The troop requires limits of no lower than 50/100/50 to be a driver. The troop works to take the least number of vehicles as possible to keep travel expense to a minimum.

## **Scout Uniforms:**

Our Troop has both Class A uniform requirements and Class B uniform requirements. The Class A uniform is basic for new scouts and will progress as they progress in rank. The Class B uniform is a T-Shirt with our Troop logo and this uniform is used for more casual gatherings such as camping. Our Troop requires Class A dress for traveling. Please read Bylaws for complete description of uniform requirements. Each boy will need to purchase and bring a Boy Scout handbook to every meeting. The rank advancement will be tracked in this book and it is the boy's responsibility to keep accomplishments recorded and current. Our Troop has plenty of adults and older scouts to assist the new scouts with their record keeping.

## **YEAR AT A GLANCE:**

Many wonder what type of activities does our troop do? Monthly campouts to such places as Beavers Bend, Lake Texhoma, Possum Kingdom and Big Bend. We promote summer camps which have included Colorado and Arkansas. When working on merit badges we have done field trips to the Garland Police Station, Garland City Hall, Shiners Hall and many more. We have some traditions such as in October we have a canoe trip and in the summer a Lazy Campout where we rent boats to do some water sports. The boys do the planning with guidance of the leaders.

## **LEADERSHIP TRAINING:**

All Leaders are required to go thru training classes provided based on the positions held. All adults are required to take Youth Protection. There is also specific training for certain type activities. The requirement is to have two adults with each trip certified. Therefore we try to have a many adults trained The Troop Committee will provide information when classes are available.

## **Patrol Meetings:**

Patrol meetings may be held at any time and place. Many troops set aside a portion of each troop meeting for its patrols to gather. Others encourage patrols to meet on a different evening at the home of a patrol member. The frequency of patrol meetings is determined by upcoming events and activities that require planning and discussion.

Patrol meetings should be well-planned and businesslike. Typically, the patrol leader calls the meeting to order, the scribe collects dues, and the assistant patrol leader reports on advancement. The patrol leader should report any information from the latest patrol leaders' council meeting. The bulk of the meeting should be devoted to planning upcoming activities, with specific assignments made to each patrol member.

Troop 94 holds these meetings typically once a monthly an hour before the regularly schedule meeting. These are announced and shown on the website.

## **Types of Patrols:**

There are three kinds of patrols: new-Scout patrols, regular patrols, and Venture patrols.

- 1 New-Scout patrols** are for 11-year-old Scouts who have recently joined the troop and are together for the first year in the troop. An older, experienced Scout often is assigned as a troop guide to help the new-Scout patrol through the challenges of troop membership. An assistant Scoutmaster should also assist the new-Scout patrol to ensure that each Scout has every opportunity to succeed right from the start.
- 2 Regular patrols** are made up of Scouts who have completed their First Class requirements. They have been around Scouting long enough to be comfortable with the patrol and troop operation and are well-versed in camping, cooking, and Scouting's other basic skills.
- 3 A Venture patrol** is an optional patrol within the troop made up of Scouts age 13 and older. These troop members have the maturity and experience to take part in more challenging high-adventure outings. The Venture patrol elects a patrol leader, who works with an assistant Scoutmaster to put the patrol's plans into action.

## ***Patrol Spirit***

Patrol spirit is the glue that holds the patrol together and keeps it going. Building patrol spirit takes time, because it is shaped by a patrol's experiences—good and bad. Often misadventures such as enduring a thunderstorm or getting lost in the woods will contribute much in pulling a patrol together. Many other elements also will help build patrol spirit. Creating a patrol identity and traditions will help build each patrol member's sense of belonging.



Every patrol needs a good name. Usually, the patrol chooses its name from nature, a plant or animal, or something that makes the patrol unique. A patrol might choose an object for its outstanding quality. For example, sharks are strong swimmers and buffaloes love to roam. The patrol may want to add an adjective to spice up the patrol name, such as the Soaring Hawks or the Rambunctious Raccoons.

A patrol flag is the patrol's trademark, and it should be a good one. Have a competition to see who comes up with the best design and who is the best artist. Make the flag out of a heavy canvas and use permanent markers to decorate it. In addition to the patrol name, the patrol flag should have the troop number on it as well as the names of all the patrol members. Mount the flag on a pole, which also can be decorated. Remember, the patrol flag should go wherever the patrol goes.

Every patrol has a patrol yell, which should be short and snappy. Choose words that fit the patrol's goals. Use the yell to announce to other patrols that your patrol is ready to eat or has won a patrol competition. Some patrols also have a patrol song.

Other patrol traditions include printing the patrol logo on the chuck box and other patrol property. Many troops designate patrol corners somewhere in the troop meeting room; patrols may decorate their corner in their own special way. Some patrols like to specialize in doing something extremely well, such as cooking peach cobbler or hobo stew.

# CONSTITUTION OF TROOP 94

## **ARTICLE I. General**

- Section 1. The troop is chartered by South Garland Baptist Church.
- Section 2. The boys will operate the Troop using the principles of BSA. The Patrol Leaders Council (PLC) will plan and carry out all Troop functions. The basis of operation will be the Patrol method, whereby each Patrol camps, cooks, hikes, and participates in troop meetings as a unit, cooperating with other Patrols under the direction of the Senior Patrol Leader. Guidance, training, leadership development, program approval, and basic policy will be supplied by the Scoutmaster and his staff working with the PLC and Troop Committee. High standards will be maintained at all times with an emphasis on the Scout Oath or Promise and the Scout Law.
- Section 3. The Constitution and Bylaws will be made available to anyone who wishes to see them. They should be on hand at all troop meetings.
- Section 4. The committee will meet regularly to provide oversight, advice and assistance to the troop leadership. The committee is responsible to recruit leadership for the troop and to maintain the financial health of the organization. The committee is responsible to be sure adult leaders are qualified, capable and trained for the positions they hold.
- Section 5. The Constitution and Bylaws are subject to amendment by a majority vote of the committee.
- Section 6. The committee will establish Bylaws (policies) for items not otherwise covered in this constitution. All Bylaws will be adopted by majority vote of the troop committee, and are subject to the policies and guidelines of the council and national organizations of BSA.
- Section 7. Matters not covered by the Constitution or Bylaws are handled at the discretion of the Scoutmaster under advice from the troop leadership.

## **ARTICLE II. Attendance and Troop Participation**

- Section 1. No minor will be permitted to attend a campout or scouting activity unless he is a registered member of Scouting, or as a guest with his parent or guardian. Guests must be aware that they are not covered by BSA insurance and should be otherwise insured.
- Section 2. Each Scout is expected to attend a majority of troop meetings and activities. Low attendance seriously jeopardizes a Scouts ability to participate fully in the program. The committee will establish policy regarding attendance in conjunction with the leadership.
- Section 3. Lack of regular attendance as, stated in Section 2 will cause a Scout to become ineligible for any leadership position.
- Section 4. If a Scout fails to live up to the Scout Law and Oath or Promise, he should be disciplined in accordance with the guidelines in Article VII (Obedience and Discipline).
- Section 5. Parents or guardian of each Scout are encouraged to be active on the troop committee or in a leadership position. All boys advance at a more rapid rate with involvement of a parent or guardian.
- Section 6. At least one parent or guardian should attend each Court of Honor.

## **ARTICLE III. Dues**

- Section 1. Each Scout will pay dues. The amount of dues will be set by the committee with advice from the treasurer and Scoutmaster.

## **CONSTITUTION CONTINUED:**

- Section 2. Payment of dues will be made in advance by quarterly or semi-annual payments. The treasurer will keep records of dues payments and will regularly notify Scouts of status.
- Section 3. If a Scout gets behind in payment of his dues by more than 3 months he may be disallowed to go on any campout until his dues are paid.

### **ARTICLE IV. Health and Safety**

- Section 1. A permission slip and medical release form signed by a parent will be required for all troop activities other than meetings. This will be present at all troop activities and outings. The BSA Class 1 medical form is acceptable for this purpose.
- Section 2. Each Scout will have a medical check by a physician before attendance at Summer Camp or an extended camping trip each year. Official Scout Medical forms will be used for this purpose. In accordance with National Scouting policy these forms may be extended up to 3 years on an annual basis with a physician's approval. The medical forms will remain in the possession of the Scoutmaster and will be present at all troop activities and campouts.
- Section 3. Adequate First Aid equipment will be available at all Scout outings.
- Section 4. Scouts will be transported in powered vehicles only (no trailers). No Scout will be permitted to ride in the bed of a truck.
- Section 5. All vehicles will comply with State laws regarding safety equipment, inspections and insurance.
- Section 6. At least two adult leaders will be present at all troop and patrol activities.
- Section 7. Hazing by Scouts or adults is not condoned in any manner.
- Section 8. Per BSA policy, all registered adult leaders are expected to attend Youth Protection training classes every 3 years.
- Section 9. All adult leaders working directly with the youth are required to have background checks as provided by South Garland Baptist Church.

### **ARTICLE V. Advancement and Uniform**

- Section 1. A Scout investiture ceremony will be held for all new boys joining the troop. Recognition will be given at the first meeting of his attendance as a Scout.
- Section 2. A Scout will be expected to advance regularly as prescribed by the Scout handbook.
- Section 3. Scouts must wear complete uniforms to all meetings and activities except work activities.
- Section 4. Scouts will present a neat and clean appearance.

### **ARTICLE VI. Patrol Leaders Council**

- Section 1. The Patrol Leaders Council (PLC) consists of the Senior Patrol Leader, Assistant Senior Patrol Leader, Patrol Leaders, and a representative of the Adult Leadership. The Scribe also attends the PLC meetings but does not vote. Members unable to attend should have an assistant fill in.
- Section 2. PLC meetings will be held once a month. Date and time to be determined by members.
- Section 3. An annual planning session will be held to select themes and outings for the year.
- Section 4. Leadership positions will be filled by secret ballot from qualified Scouts as approved by the Scoutmaster.

### **ARTICLE VII. Obedience and Discipline**

- Section 1. There will be no physical punishment or bodily harm inflicted on any Scout as punishment. This includes hazing in any form
- Section 2. Discipline will follow these basic steps:
  - a. The SPL or any adult leader will immediately correct unacceptable behavior. Correction should be reported to the Scoutmaster.

## CONSTITUTION CONTINUED:

- b. Continued disobedience will be cause for a Scoutmaster's Conference regarding the matter.
  - c. Scouts demonstrating chronic lack of obedience at meetings may be sent home by the SPL with the Scoutmaster's approval. Parents will be notified. The Scout may be removed from any leadership position.
  - d. If sent home twice within one month (4 meetings), the Scout will not be permitted to go on the next 2 campouts and a parent's conference will be conducted.
  - e. While we would not wish to deny the Scouting experience to any boy, if discipline problems continue beyond this point, the Scoutmaster may ask for a "cooling off" time of 2 to 3 months that the boy not attend meetings. If this does not help, the Scout will be asked to leave the troop.
- Section 3. No Scout will smoke at any Scout activity. Smoking adult leaders, should remove themselves from the area, as far as reasonable. Do not smoke in the presence of Scouts.
- Section 4. No Scout will swear or use foul language or bring any reading materials showing the aspects of an unclean mind. "A Scout is Clean".

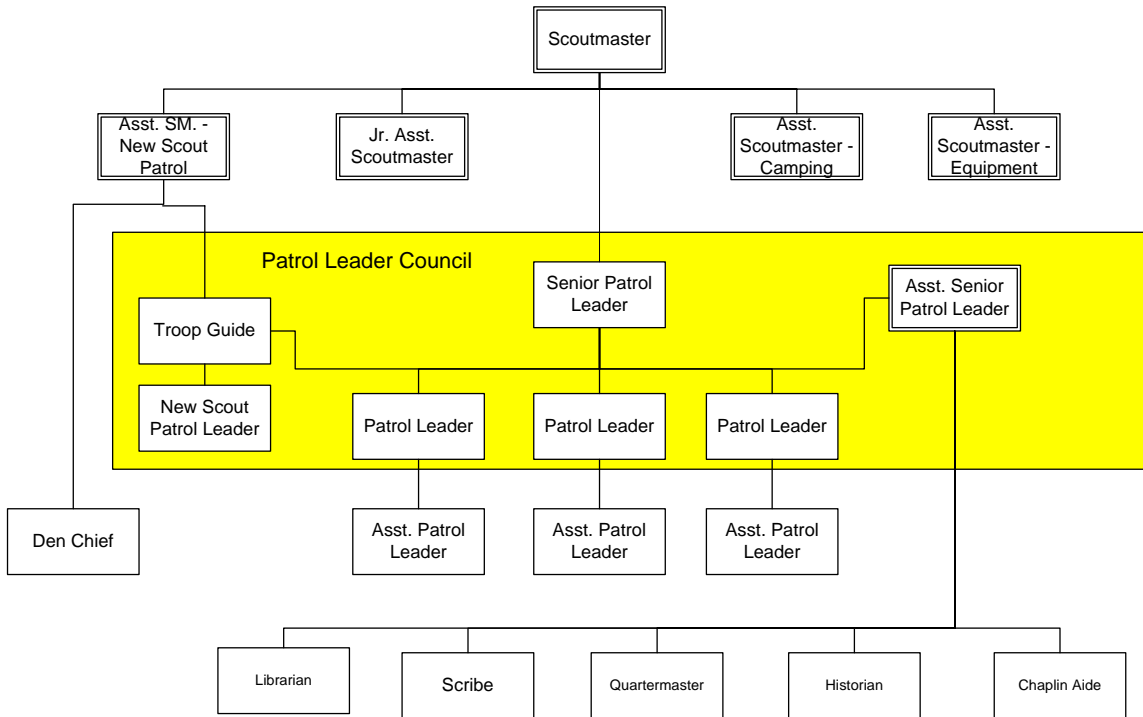
## BYLAWS OF TROOP 94

1. Class 'A' uniforms will be worn to all meetings during the fall, winter and spring. Class 'B' uniforms will be worn to the weekly meetings during the summer.  
Class 'A' uniform: All items are Official BSA  
Khaki shirt (long or short sleeve)      *Neckerchief and slide*  
Green Pants or Shorts      Cloth web belt with BSA emblem buckle  
*Scout socks will be worn with Shorts*      *Green Mesh Baseball Cap*  
(Caps are considered optional, but only the official cap may be worn.)  
Class 'B' uniform:  
Troop Logo T-Shirt      Cloth web belt with BSA emblem buckle  
*Green Pants or Shorts*  
New Scouts, under the rank of **Star**, will be able to acquire their entire uniform as they advance. Uniforms required for weekly meetings must include the Khaki shirt with neat, un-torn shorts / pants and belt (preferable scout belt) if pants include belt loops. Neckerchief and slide will be required for Court of Honor ceremonies, Scoutmaster Conference and Boards of Review. Pants, belt and socks can be added at anytime.
2. Scouts with rank of **Star**, **Life** or **Eagle** will present themselves in full Class 'A' uniforms. Which includes, Khaki shirt, Green Pants, and Cloth web belt with BSA emblem buckle. During Court of Honors, Scoutmaster Conference and Boards of Review. If the boy does not present themselves in full Class 'A' he will not receive any rank advancements, Conference or Board of Review.
3. Class 'A' uniforms will be worn to and from all troop activities and outings. Unless specified by Scoutmaster or the person in charge of the troop activity.
4. A Scout must earn the "Totin' Chip" card before being allowed to carry a knife or use an axe or saw.
5. No member of the troop will use or carry any knife having a blade that will not fold into the handle. Under no circumstances will a Scout carry a switchblade or stiletto or any knife with an unreasonably long blade.
6. Scouts may not bring firearms or ammunition on any outing. This includes air-powered weapons such as BB guns and pellet guns. Firearm training and use must be supervised by an instructor qualified by the local council. This also applies to archery equipment.
7. Fireworks are strictly prohibited.
8. Propane and flammable liquids are to be used only under the supervision of adult leaders trained in the proper use and handling of these items. Matches will be supplied by the troop leadership and should be carried by Scouts only as emergency equipment in proper safety containers.
9. Electronic games, toys and entertainment equipment like tape and CD players are not allowed on troop outings. Emergency radios are permitted but should be used only for emergency situations. Drivers may permit use of electronic games and players during travel to and from events. These must be stored away and not used during the event.
10. Alcohol and illegal drugs are strictly forbidden. Any use of these substances at any Scouting function will be subject to immediate censure and/or dismissal.

## **BYLAWS CONTINUED:**

11. Scouts will never go in any water without permission from an adult leader. Scouts "falling in" or being pushed in will be judged as being in the water on their own desire. To be safe, Scouts are expected to stay far enough from the water so that they cannot slip or be pushed into the water.
12. Regular attendance of both meetings and outings is necessary to gain the full benefit of the Scouting program. The Scoutmaster will use the following guidelines as an advisory on maintaining good attendance.
  - Scouts attending less than 75% of meetings and events are ineligible for leadership positions
  - Scouts attending less than 50% of meetings and events are ineligible for rank advancement
  - Scouts attending less than 25% of meetings and events are considered inactive
13. No patrol outing will be undertaken without prior permission from the Scoutmaster or one of his adult assistants.

# TROOP ORGANIZATIONAL CHART



# MERIT BADGE COUNSELORS

**MERTI BADGE  
COUNSLERS FOR TROOP  
94**

	Shane Birdsong	Robert Borgens	Roberto Cebellos	Steve Hays	Allen McCurdy	Beverly Miranda
Animal Science		Yes				
Aviation				Yes		
Basketry				Yes		
Citizenship in the Nation		Yes				
Coin Collecting		Yes				
Communications			Yes			
Conoeing				Yes		
Cooking				Yes		
Cycling			Yes	Yes		
Family Life						
Farm Mechanics		Yes				
Fishing	Yes					
Gardening		Yes				
Home Repairs				Yes		
Indian Lore		Yes				
Law		Yes				
Motor boating	Yes					
Personal Management						Yes
Pets						Yes
Public Speaking		Yes				
Reading		Yes				
Rifle Shooting	Yes					
Salesmanship	Yes					
Shotgun Shooting	Yes					
Woodwork				Yes		

## FORMS SECTION

- Phone List
- Scout & Adult Registration Forms
- Scout & Adult Medical Forms
- Parent Survey
- Merit Badge Counselor Registration Form
- Vehicle Information Form