

BOY SCOUT

TROOP 66

EDISON, N.J.

**POLICIES &
PROCEDURES**

REVISED MAY 12, 2009

BOY SCOUT TROOP 66
CENTRAL NEW JERSEY COUNCIL
SEMEOS DISTRICT

TROOP LAW AND REGULATIONS

The troop law and regulations are as stated in the Scout Oath and Scout Law shown below. Leaders and Scouts are expected to observe and adhere to the Scout Oath, Scout Law, Scout Motto and Scout Slogan.

SCOUT OATH

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

SCOUT LAW

*A Scout is trustworthy, loyal, helpful, friendly, courteous, kind,
obedient, cheerful, thrifty, brave, clean, and reverent.*

SCOUT MOTTO

Be prepared.

SCOUT SLOGAN

Do a good turn daily.

TROOP MEETINGS

From September to June, troop meetings are normally held on Tuesday nights from 7:15 to 9:00 P.M. at John Adams Middle School with the formal meeting starting promptly at 7:30pm. The troop calendar will identify the dates of meetings as well as events. Please refer to the calendar for exceptions. Note that if the school is closed the meeting may be canceled or switched to another location. If you are not sure of the time or location of a meeting or event please call your patrol leader. Any parent is invited to stay and help out at the meetings.

SCOUT UNIFORM

A Scout is expected in his full uniform, including troop neckerchief, at all troop meetings, boards of review and special events (camping trips, outings, etc.) unless announced otherwise. Uniform inspections will be conducted from time to

time to ensure proper placement of insignias. Please refer to the Scout Handbook for proper placement of insignias.

DISCIPLINE

When a Scout is disruptive during troop meetings or troop outings, he will be asked to call home to be picked up immediately. When he is better behaved and able to cooperate, he will be welcomed back to the troop. In the case of serious violations, a disciplinary board will be formed to decide a sanction, which could include expulsion.

SCOUT EQUIPMENT

Each Scout is required to bring his Boy Scout Handbook, a notebook, a pen, a six-foot length of cord or rope, and a compass to every meeting. These items should be brought to the meeting in a daypack or small knapsack. This is the type of pack we also use on most hikes. Use of this pack will result in the Scout bringing the correct equipment, notices reaching home, and fewer handbooks being lost. Handbooks are very important. They are used to record the Scout's accomplishments throughout his Scouting career (up to age 18). The Scout Handbook should be handled with proper care; a plastic cover can be of great help.

RANK ADVANCEMENTS

Scouts are expected to work individually on their advancement requirements to advance in rank. A Scout must also be an active member in the troop in order to advance. An active member is one who shows Scout Spirit by participating in troop functions such as camping, fundraising, community service and other outings as well as attending weekly meetings. Leadership is also factored into advancement. Since camping is an important facet of Scouting, Scouts are expected to camp at least 10 days and 10 nights, over a 12-month period to qualify for advancement. The 12 months is a rolling 12 months ending at the Scoutmaster's conference for that rank with consideration given to new Scouts in their first year. One regular camping weekend counts as 2 days and 2 nights, unless the Scout arrives or leaves early. For example, a camping weekend where the Scout arrives Friday night but leaves Sat night would count as 1 day and 1 night of camping. A week-long summer camp will be considered as a weekend camping trip.

When a Scout completes all the requirements for a rank, he should schedule a Scoutmaster's conference. The Scoutmaster does the conference for the ranks of Star, Life and Eagle while an assistant scoutmaster can do the lower ranks at the Scoutmaster's discretion. On completion of the conference for rank advancement, the Scout should schedule a board of review with the troop board of review committee. When a Scout goes for a conference or board of review he should have all his records with him, including his activity log for the past 12 months.

Scouts should keep a log of all their troop activities. The Scout should keep all blue cards and merit badge cards given at courts of honor. Scouts should periodically check with the advancement chairman to make sure their advancement records are up to date and should periodically check with the troop scribe to make sure their attendance records are up to date.

When a Scout earns the Life Rank, he will be given a Life to Eagle packet that will help achieve the rank of Eagle. A Troop 66 Eagle Committee exists to aid the Scout as he works toward Eagle.

COURT OF HONOR

The purpose of the court of honor is to recognize and honor the Scouts for their achievements in Scouting. We also recognize that these achievements will not be possible without the support of the parents. For this reason, during of the court of honor, it is required that a parent or an adult member of the Scout's family be present during the ceremony. Important announcements are also made at these meetings and refreshments are served. It is also a good opportunity to meet the adult leaders and other parents.

PARENT PARTICIPATION

A Boy Scout Troop is an "all volunteers" organization, and as such, all parents are expected to volunteer for some position or role in the troop functions. Most positions only require 6 or 8 hours of your time in the Scouting year. When everyone puts in his or her share of time, the troop will run smoothly. Please sign up for a committee or job when asked so that we can give your son the best Scouting experience possible.

FUND RAISING ACTIVITY

Each year, troop fund raising activities are required to supplement the funding of various troop events and to purchase equipment. Scouts are required to participate in these fund raising activities or accept a buyout. Participating in troop fund raising is an example of Scout spirit.

TRANSPORTATION

Parents are required to transport Scouts to meetings, campouts and other events. Each patrol usually dictates where and what time each patrol will meet and leave for trips. A patrol may elect to travel as a group or leave individually. Each patrol should obtain a ride for the member going on a campout or trip. A general permission slip containing medical information is prepared by the parents and filed with the troop at the beginning of the year that allows the Scout to participate in all troop activities for the year. A "trip specific" permission slip is also required for each event.

The Central New Jersey Council requires a "tour permit" for each outing. The tour leader will prepare and file this with Council. The tour permit also requires

certain information concerning the drivers. New members to the troop will be asked to fill out an information sheet that lists the cars in the family, the insurance coverage on those cars and driver license information for anyone who may be driving Scouts. This information is required on the tour permit and has to be updated annually.

We encourage a parent or other adult member of the Scout's family to accompany us on our campouts. This assists us in transporting the Scouts, and believe it or not, provides an enjoyable weekend for that parent.

REGISTRATION

Troop 66 registers every January with part of that cost going to Council for registration and Boys Life and the rest to Troop 66 for operating expenses, troop equipment and subsidizing of trips. Cost of registering with Troop 66 is \$65 for the first Scout in a family and \$35 for additional Scouts in a family. For example, if you have two sons in your family joining Troop 66 then registration is \$100 total and for three Scouts from a family it is \$135.

SPECIAL RULES

1. At all troop campouts there will be no alcohol of any kind in the encampment. This follows the standards of the Boy Scouts of America as well as that of the troop.
2. At all campouts the leader in charge will set a curfew. This means that all Scouts will be in their tent by curfew and silence will prevail.
3. Two leader deep for any interaction with a scout or the meeting held in full view of other adults..
4. No adult can sleep in the same tent as a scout including his own boy when on an official BSA campout.
5. All leaders and parents are encouraged to take the online course on Youth Protection.
6. Finally, all rules in the BSA Safe Guide to Scouting will be followed.

MERIT BADGES

Merit badges are needed for a Scout to advance in the upper ranks. Please see ATTACHMENT 2 that describes the Troop's Merit Badge Process. A few good resources on the web are: <http://www.usscouts.org/mb/mbbooks.asp> and www.meritbadge.com.

PATROL LEADER COUNCIL MEETINGS

Held 1ST Wednesday of every month at New Dover Methodist from 7:30-9pm. Senior patrol, troop guides and at least one representative from each patrol required. Any parent or adult leader is invited as an observer.

TROOP COMMITTEE MEETINGS

Held 2nd Wednesday of every month at New Dover Methodist from 7:30-9pm. All parents encouraged to attend and join the committee.

SEMEOS ROUNDTABLE MEETINGS

Held 3RD Wednesday of every month at Trinity Church in East Brunswick from 7:30-9pm. Anyone is invited to attend. Meetings are a good source on what is going on in our district and Council.

SCOUT LEADER COUNCIL MEETINGS

Held 4th Wednesday of every month, or as needed, at New Dover Methodist from 7:30-9pm.

COMMUNICATIONS

Troop 66 has a website at www.troop66edisonnj.com and is a great source of information on our troop plus it has valuable links to other informative websites. Central New Jersey Council also has a very informative website at www.cnjscouting.org. Everything you want to know on what is happening in our Council and more can be found at that site along with a link to the SEMEOS District website. Finally, Troop 66 has a telephone list as well as an email list. If you know anyone interested in joining the Troop you can direct them to the website or in the alternative have them contact Scott Kashan or Bob Eichert.

YOUTH LEADERSHIP ELECTION PROCEDURES

Troop 66 is a Youth Run Troop. Senior Patrol Leader (SPL) and Patrol Leader (PL) elections will take place annually as detailed in Attachment 1. The SPL and PL elections procedures were adopted and first used in 2004.

ATTACHMENT 1

YOUTH LEADERSHIP ELECTION PROCEDURES

SENIOR PATROL LEADER (SPL) ELECTION PROCEDURES

WHEN

Senior Patrol Leader elections shall take place annually at least six weeks prior to the June Court of Honor. Nominations will begin two meetings prior to elections. All nominations will be closed at the meeting prior to elections.

ELIGIBILITY

1. Scouts who hold a Star rank or higher.
2. Scouts who are holding a current Leadership position (BSA Handbook)
3. Scouts who are at least 14 years of age
4. Scouts who are active members of Troop 66 for at least one year

TERM

The term of Senior Patrol Leader shall be for one year, commence on the first of September and conclude on the thirty first of August. Scouts who hold the SPL position will not be eligible to run for the same position until one year after their current term ends.

NOMINATIONS

Scouts who are interested in running for the Senior Patrol Leader position must be nominated by another registered member of Troop 66. Those who have been nominated for the SPL position must notify the Scoutmaster in writing of their intentions no later than one week prior to the elections.

SPL CANDIDATES

Each candidate running for Senior Patrol Leader must give a maximum three minute speech to the Troop as to why they would be best qualified for the SPL position. The candidate shall address the Troop on the evening of the elections, just prior to voting.

ELIGIBLE VOTERS

To be eligible to cast a vote for SPL, a Scout must have been a member of Troop 66 for at least six months and have attended at least ten Troop meetings since September 1st. Only those scouts who are eligible and registered the night of the elections may vote.

VOTING

For the SPL election to be valid a Quorum of 50% of the eligible and registered Scouts of Troop 66 must be present. A Scout deemed "Eligible to Vote" must be present at the Troop 66 Senior Patrol Leader Election Night meeting to vote. No substitutions or absentee ballots will be accepted. The Senior Patrol Leader shall be elected by a Majority of the votes. If more than two candidates are running for the position, than the balloting shall continue with the two candidates receiving the highest number of votes (unless one receives more than half of the votes) having a runoff vote. The candidate receiving the majority of the vote during the runoff election shall be elected Senior Patrol Leader.

All Elections will be by secret ballot.

PATROL LEADER (PL) ELECTION PROCEDURES

WHEN

Patrol Leader elections shall take place annually at least two meetings prior to the June Court of Honor. Nominations will begin two meetings prior to elections. All nominations will be closed at the meeting prior to the elections.

ELIGIBILITY

1. Scouts who are Second Class rank or higher *
2. Scouts must be a member of the Patrol they wish to be PL of.
3. Scouts who are at least 12 years of age *
4. Scouts who are active member of Troop 66 for at least one year*

* Except for "New Scout" patrols which are normally composed of all first year Scouts.

TERM

The term of Patrol Leader shall be for one year, commence on the first of September and conclude on the thirty first of August. Scouts who hold the PL position will not be eligible to run for the same position until one year after their current term ends.

NOMINATIONS

Scouts who are interested in running for the Patrol Leader position must be nominated by another registered member of the Patrol they are seeking the position for. Those who have been nominated for the Patrol Leader position must notify the current Senior Patrol Leader in writing of their intentions no later than one week prior to the elections.

PL CANDIDATES

Each candidate running for Patrol Leader must give a maximum three minute speech to the patrol as to why they would be best for the PL position. The candidate shall address the Patrol on the evening of the elections, just prior to voting.

ELIGIBLE VOTERS

To be eligible to cast a vote for PL, a Scout must have been a member of Troop 66 for at least six months and have attended at least ten Troop meetings since September 1st. Only those scouts who are eligible and registered the night of the elections may vote. All members of a "New Scout" Patrol are eligible to vote.

VOTING

For the PL election to be valid a Quorum of 50% of the eligible and registered Scouts of the Patrol must be present. A Scout deemed "Eligible to Vote" must be present at the Troop 66 Patrol Leader Election Night meeting to vote. No substitutions or absentee ballots will be accepted. The Patrol Leader shall be elected by a Majority of the votes. If more than two candidates are running for the position, then the balloting shall continue with the two candidates receiving the highest number of votes (unless one receives more than half of the votes) having a runoff vote. The candidate receiving the majority of the vote during the runoff election shall be the Patrol Leader.

All Elections will be by secret ballot.

ATTACHMENT 2

TROOP 66 MERIT BADGE PROCESS

You can learn about sports, crafts, science, trades, business and future careers as you earn these merit badges. There are more than 121 merit badges. Any Boy Scout may earn any merit badge at any time. You don't need to have had rank advancement to be eligible.

1) Pick a Subject

Read the requirements of the merit badges you think might interest you. Pick one to earn. Your Scoutmaster or your Merit Badge Coordinator will give you the name of a person from a list of counselors. These counselors have special knowledge in their merit badge subjects and are interested in helping you. You can choose a registered counselor from Troop 66 or one from the list for our District.

2) Scout Buddy System

You must have another person with you at each meeting with the merit badge counselor. This person can be another Scout, your parent or guardian, a brother or sister, a relative, or a friend.

3) Call the Counselor

Get in touch with the merit badge counselor and tell him or her that you want to earn the merit badge. Tell your Scoutmaster or your Merit Badge Coordinator who you are working with and get a signed merit badge application (blue card).

The counselor may ask you to come and see him/her so he/she can explain what he/she expects and starts helping you meet the requirements. When you know what is expected, start to learn and do the things required. Ask your counselor to help you learn the things you need to know or do. You should read the merit badge pamphlet on the subject. Check the Troop library for it or pick it up from a Scout store.

4) Requirements

You are expected to meet the requirements as they are stated --- no more and no less. You are expected to do exactly what is stated in the requirements. If it says "show or demonstrate," that is what you must do. Just telling about it isn't enough. The same thing holds true for such words as "make", "list", "in the field", "collect", "identify", and "label". Let your Scoutmaster or your Merit Badge Coordinator know if your Merit Badge Counselor is not following the requirements.

5) Eagle Required Merit Badges

These badges are important in that they define the character of the Scout. Troop 66 will take extra care to ensure that the Scout devotes the time to earn these badges. Accordingly, Scouts shall take these badges while working one-on-one with an identified registered counselor. Troop 66 has at least one counselor for each of the Eagle Required Merit Badges. You can choose a registered counselor from Troop 66 or one from our District. From time to time these merit badges are offered by the Troop in a small class setting where each Scout completes the badge individually with the counselor.

6) Summer Camp Merit Badges

The process is different when a Scout works on merit badges at summer camp. A list of offered badges from the summer camp along with the prerequisites for each badge will be given out at registration time. You are expected to read the MB pamphlet and complete the prerequisites prior to camp. Blue cards are given out the first night at summer camp. Troop leaders will mark down the badges the you will be working on and check that you have done the pre-work. Any Scout that has not done the pre-work has a chance to earn a partial at camp and complete it with a counselor when he is back in Edison. Our Eagle MB counselors will be advised of Scouts taking Eagle required badges at camp.

7) Merit Badge Fairs

These are an opportunity to earn elective badges that are not covered by local counselors. Experience has shown that time frames are compressed and accelerated at fairs so you may not be able to complete all the requirements there. You are expected to prepare for the badge and complete all listed pre-requisites and show it to either your Scoutmaster or your Merit Badge Counselor before you can get a blue card to go. It is not recommended that Eagle Required Merit Badges be taken at a fair because the Scout needs to devote the time to earn these. (See #5). However, if your counselor agrees, you may satisfy some of your requirements there.

8) Show Your Stuff

When you are ready, call the counselor again to make an appointment to meet the requirements. When you go take along the things you have made to meet the requirements. If they are too big to move, take pictures or have an adult tell in writing what you have done. The counselor will ask you to do each requirement to make sure that you know your stuff and have done or can do the things required.

9) Get the Badge

When the counselor is satisfied that you have met each requirement, he or she will sign your blue card. Bring BOTH SECTIONS of your card back and get it signed by your Scoutmaster. DO NOT SEPARATE THE SECTIONS. Then give BOTH SECTIONS of the blue card to the Advancement Chairperson (Beth Nichols). The Advancement Chairperson will secure the merit badge for you. You get the *Applicant Record* section back at the next COH.