

TROOP 1 B.S.A.
Albuquerque, NM
Chartered by Sandia Presbyterian Church
www.troop1online.org

Troop Policies

Revised 2014

POLICY STATEMENT

Troop 1 believes strongly that the development of personal responsibility and leadership skills are key elements in the Scouting experience. Because of this, Troop 1 is a boy-run troop. By allowing the boys to take charge of themselves and the Troop Activities, we give them the opportunity to acquire those skills expected of Eagle Scouts.

Troop 1 abides by the BSA Youth Protection Program, which requires Two-Deep adult leadership at all activities. At no time will an adult be alone with a Scout, other than their own son/child, during any Scouting Activity. This no “one-on-one” contact also applies to use of any electronic communication. Parents or other adult leaders should be copied on any electronic communication to the Scouts when the medium allows for it. Furthermore, we require that all registered adult leaders attending a Troop 1 event (camps, hikes, field trips, overnight training, etc.) take the Youth Protection Training provided by BSA. It is also recommend that all parents and guardians of a Troop 1 Scout take the training so that they know what to expect from the adult leaders.

Troop 1 is an adult-supported program. We expect that ALL parents participate in implementing the programs of the Troop in some manner. (Ideas for participation are included under the Committee section of these policies.)

The policies outlined below are intended to bring this philosophy into action during the every day running of the Troop and provide guidelines for the smooth running of Troop 1.

PROGRAM

Structure of Leadership at the Scout Level

The **Senior Patrol Leader (SPL)** is responsible for running the Troop on a day-to-day basis. The SPL is elected from among our experienced Scouts with Scoutmaster approval. All Scouts, regardless of rank or tenure, have the opportunity to vote for the SPL provided they’re in attendance during the election. The SPL is required to attend/assist with Junior Leadership Training (JLT), chair monthly Patrol Leader Council (PLC) meetings, and attend/assist at the Annual Program Planning Conference. He serves for a term of six months.

The SPL and the Scoutmaster then select his **Staff** from among the active Scouts. The Staff may include: **Assistant SPL, Quartermaster, Scribe, Chaplain’s Aide, Historian, Librarian, Troop Guides** and other positions that the SPL may need to keep the Troop running smoothly. Staff members are required to attend JLT, monthly PLC meetings, and the Annual Program Planning Conference. Term of office is six months. Other than the SPL and ASPL, members of the SPL’s staff remain members of their patrols.

All Scouts are members of small groups, or Patrols. Each Patrol elects a **Patrol Leader** who helps the SPL and his Staff at the Patrol level. Patrol Leaders are required to attend JLT, monthly PLC meetings, campouts, and the Annual Program Planning Conference. Term of office is six months.

If a Scout is not fulfilling the duties of his office, he may be replaced by the SPL with the advice/counsel of the Scoutmaster. In the event that the SPL is not fulfilling his duties in an effective and appropriate manner, he may be

replaced at the discretion of the Scoutmaster with the advice/counsel of the Assistant Scoutmaster (ASM) Corps and the Committee Chairperson.

Assistant Scoutmaster (ASM) Corps

The ASMs assist the Scoutmaster with the implementation of the Troop 1 program by working directly with the Scouts. ASMs serve in various roles such as **Life to Eagle Advancement Coordinator, Basic Skills Program Coordinator, Training Coordinator, Quartermaster, Summer Camp Coordinator, and Venture Program Coordinator**. In addition, the ASM Corps helps plan and organize monthly outdoor programs/campouts and other activities that involve the boys.

Adults who serve as ASMs must be registered with BSA as adult leaders after being approved by the Scoutmaster. Applications for registration are available from the Membership Coordinator or Committee Chair. In addition, ASMs must complete This is Scouting Training (provided on line), Assistant Scoutmaster Leader-Specific Training (provided by the district), Youth Protection Training (provided on line), Introduction to Outdoor Leader Skills (IOLS) Training (provided by the district) and Hazardous Weather Training (provided on line). This training is expected to be completed within 3 months of registering as ASM in the Troop. First Aid, Wilderness First Aid, CPR, Safe Swim Defense (provided on line), and Safety Afloat (provided on line) are also encouraged.

Meeting Times and Location

Weekly Meeting

The meetings are held on Tuesday evenings at the Sandia Presbyterian Church Scout Hut.

During the school year, the meetings run from 7:00 p.m.–8:30 p.m. During the summer months, the meetings may run longer. On special occasions, the weekly meeting may be cancelled. These cancellations will be announced beforehand. In the event of a field trip or special outing during the weekly meeting, the location for that outing will be announced beforehand as well as travel arrangements to the alternate location.

Patrol Leaders' Council Meeting

The Patrol Leaders' Council meets the first Tuesday of each month, prior to the regular weekly meeting, and with the advice of the Scoutmaster, is chaired by the SPL.

The PLC consists of the SPL, SPL's Staff, and all Patrol Leaders. The PLC makes it all happen. The PLC is the decision making team. The PLC plans the annual program, the next month's weekly meetings, the monthly outdoor adventure, and addresses the needs of each Patrol and any problems within the troop. The troop Scribe keeps a log of the meeting. Assistant Patrol Leaders are welcome to attend the PLC, but may vote only in the absence of their Patrol Leader.

If the meeting is going in the right direction, the Scoutmaster is just there to observe. If a question comes up that the PLC members cannot answer, he is there ready to help. When needed he offers suggestions.

Court of Honor

Every 3 months, a Court of Honor meeting is held during which advancement in rank, merit badges, special recognitions, etc. are awarded. Families are invited and encouraged to attend to applaud the Scouts' accomplishments.

Prior to the Court of Honor, a parent meeting is held to make announcements about the Troop and upcoming events. Immediately following the Court of Honor, a short reception is held to allow time for visiting with other families in the Troop.

Scouts are encouraged to bring their Eagle Books to share with one another and their families.

Required Uniforms

Troop 1 is a fully uniformed troop. Full Uniform includes: BSA Scout shirt, BSA Scout pants or shorts, Scouting-related belt, Troop neckerchief (or Eagle neckerchief), merit badge sash, OA sash (worn only by Arrowmen on appropriate occasions), Scout socks (if shorts are worn), BSA-related hat (a hat is not required; however, if one is worn, it must be a BSA-related hat). The full uniform is required for certain activities. Requirements for different events will be established by the adult leaders and Scoutmaster and are described below. The SPL is responsible for enforcement of uniforming policies.

Although less formal, the activity uniform (comprised of a Troop 1 t-shirt and scout pants) is still considered an official uniform, and therefore it is appropriate to use the Scout salute while wearing it during a flag ceremony.

Weekly Meetings

Uniform at weekly Troop meetings will consist of: an official BSA shirt with all current patches properly attached, a Scouting-related belt, and official BSA pants or shorts (Scout socks must be worn with shorts).

Campouts

The Campmaster with the Scoutmaster approval will announce beforehand what uniform/clothes should be worn.

Travel to Campouts

Troop 1 travels in full uniform. When there is an exception to this policy, it will be announced beforehand by the Campmaster and Scoutmaster approval

Field Trips

The Scoutmaster will announce beforehand what uniform/clothes should be worn.

“Fun” Nights

Uniform will consist of a Troop 1 activity uniform T-shirt or any other BSA-related T-shirt, blue or black jeans/shorts, and a belt. No sagging pants/shorts will be allowed.

Courts of Honor

The **full uniform** *must* be worn.

Eagle Ceremony Court of Honor

The **full uniform** *must* be worn.

PLC Meetings/Special Training Activities

The **full uniform** *must* be worn.

Boards of Review

The **full uniform** *must* be worn. No exceptions will be made.

Advancement in Ranks

Our goal is to ensure that every Scout in Troop 1 that desires to attain the rank of Eagle Scout is provided with the resources, training, and assistance needed to do so. We help the Scouts advance by providing a multitude of opportunities for achieving the requirements, but the Scout's initiative to advance is necessary for him to achieve the highest rank in Scouting. Regular attendance and active participation are also important for the boy to achieve his full potential.

Parents are not permitted to sign off advancement requirements for their own son or to sign off their son's merit badge Blue Card when counseling a merit badge outside of a merit badge class held during a weekly troop meeting.

Active participation in Troop 1 for all ranks includes the following:

1. Participate in *at least* 50 % fundraisers per rank;
2. Attend *at least* 50 % of overnight camping with the Troop per rank; and,
3. Attend *at least* 50 % of the regular Troop meetings per rank.

The Scoutmaster and ASMs will review the Scout's activities on a regular basis. They will determine if a Scout should be classified as inactive based on lack of involvement with Troop 1.

Basic Skills Program

Assigned ASMs work with new Scouts to help them achieve the ranks of Tenderfoot, 2nd Class, and 1st Class. By regularly attending weekly meetings, participating in the designated advancement time with the Basic Skills ASMs, attending summer camp and monthly campouts, and joining special training activities, the Scouts can achieve 1st Class rank within 1-1½ years of joining the troop. Requirements for these ranks are listed in the Scout Handbook. The ASMs keep track of the activities in which the boys participate by marking dates in the Scout Handbook, so it is important for the Scouts to bring their Handbooks to every meeting and special activity.

Merit Badge Program

Once a Scout has reached 1st Class rank, he is encouraged to earn merit badges. Troop 1 has developed a unique merit badge program, offering classes at the weekly Troop meetings during a designated advancement time. Scouts are free to work on merit badges outside troop meetings with council-approved merit badge counselors as well. If a Scout earns a merit badge from a Merit Badge Counselor that is also his parent, he must do so in a merit badge session attended by non-sibling Scouts as well.

During each Merit Badge Session, at least one merit badge is offered (one of which is an Eagle-required badge). The Scouts choose which merit badge class to attend. Each Scout is responsible for obtaining a copy of the merit badge pamphlet either by checking it out from the Troop 1 Library (if a copy is available) or purchasing it at the Scout Shop or online at www.scoutstuff.org, and bringing it with him to the classes. He is also responsible for having other required materials with him (these will be designated by the Merit Badge Counselor).

The registered Merit Badge Counselor will guide the Scouts through the requirements throughout the Merit Badge Session, completing six weeks of merit badge classes. Some badges will be completed during the meetings, but many will require outside activities to fulfill the requirements. Scouts are highly encouraged to complete a merit badge within one-year of starting that particular merit badge. The counselor will monitor the Scouts toward completion after the class is over. However, it is the **ultimate responsibility of the Scout** to finish the work necessary.

Scouts are expected to obtain a blue Merit Badge Card prior to starting the merit badge (excludes courses at summer camp). The scout is to have the Scoutmaster sign his card at the start of the work. After completion of the merit badge, the scout takes the card signed by the Scoutmaster and the Merit Badge Counselor to the Advancement Coordinator. Note: scouts are encouraged to put their portion of the blue Merit Badge Card into their Eagle Book. These can be evaluated by the Eagle Board.

(Refer to separate Merit Badge Instructions). Completed merit badges will be presented to the Scout at the next Court of Honor.

Advancement Verification

After a Scout has completed all of the requirements for his next rank, he must submit the following to the Advancement Coordinator for verification and approval: Scout Handbook with dates and adult initials. All requirements must be completed except for Scout Spirit, Scoutmaster Conference, and Board of Review before approval for a Scoutmaster Conference will be given. Parents of Scouts may not sign-off on their own son's requirements.

Scoutmaster Conference

After the requirements for advancement have been verified, the Scout will sign up for a Scoutmaster Conference. This is an opportunity for the Scoutmaster to get to know the Scout, to set a few personal goals, and to concentrate on what it means to live by the Scout Oath and Law. By focusing on those three elements, the Scoutmaster can turn a cursory review of requirements into a life-affirming and perhaps life-changing conversation. The Scoutmaster will also point the Scout toward his next step in Scouting. They may talk about such subjects as school, home life, hobbies, etc. This is also a time when the Scoutmaster can “quiz” the Scout on skills that he should have mastered for the next rank. Unless otherwise announced by the Scoutmaster, Scoutmaster Conferences will be the 1st Tuesday of the month and Board of Reviews will be the 2nd Tuesday of the month. Exceptions can be arranged with the Scoutmaster or Board of Review Chair, respectively.

The Scout must attend his Scoutmaster Conference in **full uniform** and present the following:

1. Scout Handbook with dates and adult initials – all requirements must be completed except for Scout Spirit, Scoutmaster Conference, and Board of Review.
2. Eagle Book containing the Camping, Hiking, Fundraising, and Service Hours Logs – these also must be up-to-date with all the Scout’s activities recorded – the Scout is encouraged to decorate his Eagle Book in his own way.

If the Scoutmaster feels that a Scout is not ready for advancement, he will advise him of what changes/corrections are needed to prepare for the next Scoutmaster Conference. The parents should contact the Scoutmaster if they have questions about the issues that prevented their son from advancing at that point in time.

If the Scoutmaster feels that the Scout is ready for advancement, he will notify the Advancement Coordinator. The Board of Review Chairperson will then be advised to schedule a Board of Review for the Scout.

Board of Review

This is a formal meeting with the Scout and at least 3 adult committee members. During this time, the committee members talk with the Scout about his experiences in Troop 1, his thoughts on Scouting and the ideals Scouting promotes, his positive experiences, his suggestions for new activities/improvements, etc. This is NOT a time during which the Scout will be quizzed on skills but instead a time for him to show his maturity in sharing his Scouting ideas.

The Scout must present himself to the Board of Review in **full uniform**. He must also bring his Scout Handbook, Eagle Book, and log sheets with him.

If the Board does not feel the Scout is ready for advancement, he will be advised of what areas need improvement. These suggestions will be given to him in person the night of the Board of Review. The Scout and his parents can appeal this decision by the Board and request another Board of Review with a new panel of adults.

If the Board feels the Scout is ready for advancement, he will be presented with the patch of his new rank on the same night during troop meeting’s closing ceremony. The card officially recognizing his advancement and the parent’s pin will be presented to him at the next Court of Honor.

Transfer Scouts

Transferring In

Scouts coming into Troop 1 from another Boy Scout troop will transfer over maintaining the rank they have already achieved. Proof of rank such as an official BSA transfer record from the former Troop or BSA cards showing rank and merit badges should be provided to the Advancement Coordinator for data entry into Troop 1 records. An official BSA transfer record is preferable. Funds transferred from an individual Scout account at the Scout’s previous troop will be transferred into the Scout’s Troop 1 individual Scout account.

Transferring out

A Scout transferring into another Boy Scout troop should inform the Membership Coordinator so that they can obtain their advancement and medical records, confirm the Scout's finances are in order, and complete any remaining administrative tasks. If the Scout has a positive balance in his individual Scout account, that balance will be available for transfer to an individual Scout account in the Scout's new troop less any outstanding amount that the Scout owes Troop 1. If the Scout's new troop does not maintain individual Scout accounts, the amount will revert to the Troop 1 General Fund account.

Camping

Scouts are encouraged to attend our monthly outdoor programs, which often include a 1 or 2-night camping experience (Refer to previous definition of Active Participation at the top of Page 4). These campouts provide opportunities for teamwork, independence, implementing skills learned in Scouting, and FUN. In order to attend a campout, a Scout's dues and medical records **MUST** be up-to-date.

Announcements are made regarding the campouts at least 3 weeks in advance. Money for food and transportation is due on the date assigned by the Campmaster.

The Scouts plan their menus by Patrols, select a Grubmaster, assign duties, choose tentmates, and help plan activities when needed. The equipment requirements for each campout will be established by the Campmaster.

All Scouts should take a swimsuit to all camps having shower facilities such that they can mitigate any privacy concerns when the shower facilities and/or schedules are inadequate. Requiring Scouts to take showers under these circumstances is acceptable.

Parents are invited to attend campouts as members of the Old Goat Patrol. The number of parents attending may be limited due to space, etc. Interested parents should contact the designated adult Campmaster for the activity.

Adult leaders (18 years old and above) may not share a tent with any Scout other than their own son, although even this is discouraged. In addition, Troop 1 has a goal that no Scout will tent alone or share a tent with more than 3 other Scouts. The ASMs can make an exception to this policy in extraordinary cases, but it is to be avoided if at all possible.

Pets are discouraged at all Troop functions.

Campout Expenses

1. Gas Reimbursement - Any adult driver designated by the adult Campmaster who transports Scouts to and/or from a campout, who pulls the Troop Trailer, or who is requested to haul a trailer or other equipment, boat, or watercraft for the purpose of Troop 1 use on a campout will receive full reimbursement for gas expenses. The driver must submit all gas receipts within 30 days of the campout to the Troop Treasurer in order to receive reimbursement. The driver must fill out the appropriate request voucher and attach receipts. A driver will not be reimbursed without receipts. Receipts will not be accepted or reimbursed after 30 days of the campout.
2. Food -The Grubmaster will purchase food based on the menu developed by the Scouts and spend only the amount announced by the adult Campmaster. This money will be reimbursed only after submitting receipts to the Troop Treasurer. If the Scout spends more than the designated amount, they (or their parents) will NOT be reimbursed for going over budget. Receipts should be turned in within 30 days of the campout to ensure reimbursement. Receipts will not be accepted or reimbursed after 30 days from the campout.
3. Camp fees will not be charged for the Scoutmaster and Campmaster, as they will be covered by the camp fees collected from the Scouts.

Summer Camp

Troop 1 attends a week-long camp each summer. The Scouts decide on the location of camp approximately 6 months in advance. The PLC reviews potential sites and makes its recommendation to the Scouts. **The Scouts then vote on the final decision.**

The timeframe is normally June-July so that families can plan their vacations around Summer Camp. Dates and locations are announced as soon as they are decided.

Each family is responsible for their Scout's fees for camp. A Scout may pay for a portion or all of Summer Camp fees from his individual Scout Account. If a family requires financial assistance they should contact the Committee Chairperson.

Expense reimbursement for Summer Camp is handled in the same manner as a monthly campout.

Camping Restrictions

The following items are NOT allowed on campouts:

- Electronic devices such as cell phones, radios, electronic games, CD players (will be left in vehicles)
- Toys other than frisbees and balls
- Fireworks
- Firearms
- Nonfolding knives
- Nonlocking knives
- Knives longer than the width of their palm
- Pets (unless approved in advance by the Scoutmaster)
- Personal Axe or hatchet, unless otherwise specified by the adult Campmaster

Inactive Scouts

If a Scout has not attended any Troop activities for two months without contacting an adult leader or Patrol leader, he will be classified as inactive. To reactivate, the Scout must update payment of his dues and begin participation again.

If the Scout is inactive at Re-charter time, he will not be re-registered with BSA. To reactivate after that point in time, the Scout will need to complete necessary paperwork to rejoin BSA and Troop 1.

If a Scout is determined by the Troop to be inactive or the Scout is not re-registered because of inactivity, the individual Scout Account funds will revert to the Troop's General Fund account.

Discipline

It is the intention of Troop 1 that behavior matching the Scout Oath and Scout Law set the standards for interactions within the Troop. All Scouts, parents, and leaders are expected to treat each other with respect and courtesy. In the event that situations arise needing intervention, certain steps should be followed.

If a Scout is concerned about an activity or a particular incident which has occurred, he should report/discuss it in the following way:

1. Discuss the incident with his Patrol Leader.
2. If this does not help, discuss the incident with the Assistant Senior Patrol Leader.
3. If there are no results from this, discuss the concern with the Senior Patrol Leader.
4. As the next attempt, discuss the issue with an Assistant Scoutmaster.
5. Finally, discuss the matter with the Scoutmaster.

If an adult sees a behavior that is unsafe or threatening to another Scout, they may step in immediately to stop the behavior that is unsafe to the Scouts. However, except in matters involving immediate danger to the safety of the Scouts, parents should not intervene directly with the Scouts. Working out problems is an important lesson in teamwork.

If a parent has a concern about the interactions of the Scouts or about a program issue, the parent should make an appointment with the Scoutmaster or an Assistant Scoutmaster to discuss the matter. The SM or ASMs will want to hear your concerns at a time when they can give it their full attention. During Troop meetings or while leaving/arriving from campouts is not a good time for these adults to talk with you.

If the behavior of a Scout is inappropriate or requires more individual supervision and continues to the point that a formal conference with the Scoutmaster is necessary, the following interventions may occur:

1. **Collection of Information** - The Scoutmaster and ASMs will pool information and compare notes about the Scout's behavior.
2. **The parents or guardians of the Scout will be notified that the Scout's behavior has come into question.**
3. **Written Contract** - The Scout and Scoutmaster will establish a written contract about how behavior will be changed and what consequences will be the result of breaking the contract which will be signed by the Scout, Scoutmaster, and a parent/guardian.
4. **Shadow Suspension** – A parent will be required to attend all Scout activities with the Scout.
5. **Suspension*** – The Scout will not be allowed to participate in some or all of Troop 1 activities. This amount of participation will be determined at the time of suspension. The time period or conditions for returning to the Troop will also be determined at the time of suspension and put in writing and signed by the Scout, Scoutmaster, parent/guardian, and Committee Chair. If the need for suspension occurs during a campout or Summer Camp, the parent will be required to pick up the Scout and take him home.
6. **Expulsion**** - The Scout will be required to leave Troop 1.

* The Committee Chairperson will be involved in all steps at or beyond this point.

** The Chartered Organization Representative will be involved in this step.

In an extreme case of behavior concerns, such as threatening or unpredictable or uncontrollable or unsafe actions, the Scoutmaster may require a Scout to be removed from the activity immediately. The steps for discipline will then begin to consider future activity in the Troop.

COMMITTEE

Troop Committee

The Troop Committee is responsible for establishing a Troop direction/focus, approving the proposed Troop programs, monitoring for assurance that BSA policies are being followed, distributing publicity, and providing logistical/financial support to carry out the program.

The formal positions consist of the **Chairperson, Secretary, Treasurer, Quartermaster, Advancement Coordinator, Wagonmaster, Training Coordinator, and Fundraiser Chair**, and other positions as deemed necessary to support successful functioning of the troop.

Adults who serve on the Committee must be registered with BSA as an adult leader. The applications for registration are available from the Membership Coordinator or Committee Chair.

Members-at-Large

There are many ways in which adults can support the program. Below are suggestions:

1. Serve on Boards of Review
2. Organize/support fundraisers
3. Serve as Merit Badge Counselors

4. Driver for field trips, campouts, etc.
5. Arrange for guest speakers/field trips
6. Organize receptions following Courts of Honor
7. Help maintain inventory of Troop Apparel [Uniform Bank] and neckerchiefs
8. Organize phone trees
9. Help with recruitment of new Scouts
10. Troop Photographer
11. Send birthday/get well/congratulations/greetings, etc.

Finances

Quarterly Dues

Dues for Scouts are set by the Troop Committee and used to pay for the day-to-day running of the Troop. The fee for Registration and yearly dues will be announced at the Troop's Re-chartering time. The fee for Re-chartering a Scout or Leader must be paid at Re-charter time or when entering the troop. Re-chartering fees for Scouts are paid for by the Scout, parent, or guardian. Re-chartering fees for Adult Leaders and Committee Members are paid for by Troop 1. Dues can be paid annually in conjunction with the Re-charter fee or they can be paid quarterly at or before each Court of Honor. These dues can be paid by check or funds can be transferred from the Scout's individual account. Parents should notify the Treasurer of the desire to transfer funds from the Scout's individual account. Upon rechartering, it is up to the family to elect to receive Boy's Life Magazine.

Fundraisers

Fundraisers are held to supplement Troop operating funds which purchase Troop equipment and pay operating expenses. Troop 1 may hold several fundraisers throughout the year.

Before each fundraiser, the Troop Committee will decide on and approve the percentage of profit which will go into the Troop General Fund and the percentage which each *participating* Scout will have credited to his individual account. The fundraising coordinator will announce the percentage to the Scouts prior to the fundraiser commencing. After each fundraising event, the fundraising coordinator will report total funds raised and *participating* Scouts to the Troop Treasurer who will allocate the committee-approved percentage to the general fund and/or individual Scout accounts. Not every fundraiser may have an opportunity for individual Scout account earnings.

Active Participation in Troop 1 includes involvement in the fundraisers. A family may opt out by paying an opt-out fee for the specific fundraiser. The amount of this opt-out fee will generally be specified at the time an activity is announced. This fee will be set and approved by the Committee prior to the fundraiser commencing. No percentage of the opt-out fee will be allocated to the Scout's individual account. 100% of the opt-out fee shall be placed directly in the Troop's General Fund. The Scoutmaster will review with the Scout at his Scoutmaster Conference if he is considered active to advance in rank.

Individual Scout Accounts

There will be opportunities for Scouts to earn funds that will be recorded in individual Scout accounts. These accounts will be tracked in the Troop Treasurer's accounting system. These are not *personal* bank accounts and, as such, will be used for Troop 1 and Scouting purposes/activities only. If a Scout transfers to another Boy Scout troop, any amount in his individual Scout Account will be processed in accordance with the transfer procedures stated above. If a Scout leaves Boy Scouts, all funds in the individual Scout Account will be placed into the Troop 1 General Fund.

Individual Scout account funds may be used for Summer Camp fees, monthly campout fees, Re-charter fees, dues, and Troop 1 apparel. A Scout must request that the Troop Treasurer allocate funds from his individual Scout account to go toward the above activities, which will only occur if sufficient funds exist in the individual account. Please check with the Treasurer if you have questions regarding your individual Scout account.

A Scout may also be reimbursed from his individual Scout account for official Scout uniform items and other purchases made at the Scout Shop. To be reimbursed for these items, a reimbursement voucher must be filled out and

receipts attached which then can be submitted to the Troop Treasurer. Please note that reimbursement will occur only if there are sufficient funds in the Scout's individual account.

Monetary Donations

Troop 1 welcomes donations from individuals who desire to help with the finances of the troop. These donations will be applied to the General Fund. No Scout may obtain public donations for his individual Scout account.

Financial Need

It is Troop 1's goal that no Scout will be denied participation in Troop 1 because of financial need. Parents interested in financial help for a Scout's Troop 1 expenses should contact the Committee Chairperson or Scoutmaster. Any Scout who is given financial assistance by the Troop will be expected to participate in **ALL** fundraisers.

Refunds

Should a Scout be unable to attend a campout, Troop activity, Venture activity, or Summer Camp after fees have been paid, the Troop will make every effort to retrieve part or the entire fee. However, parents should be prepared to forfeit all fees in the event Troop 1 is unable to get the money back or the fee has already been used in good faith toward the purchase of goods or food, nonrefundable reservations or any other fees incurred for an activity, campout or Summer Camp. Any money that is refunded will be placed in the Scout's individual account.

Training

The Scoutmaster and Committee Chair will approve reimbursement for position-required BSA training and other pre-approved Scout-related training.

Feedback to Committee Members

If a parent has a concern about the interactions of the Scouts or about a program issue, the parent should make an appointment with the Scoutmaster or an Assistant Scoutmaster to discuss the matter. The SM or ASMs will want to hear your concerns at a time when they can give it their full attention. During Troop meetings or while leaving/arriving from campouts is not a good time for these adults to talk with you.

When a parent is concerned with how Troop 1 is running or has attempted to discuss a specific issue with the Scoutmaster or ASM Corps with no resolution, they should contact the Committee Chairperson.

If the parents do not feel a resolution has been established with the Committee Chairperson, they can contact the Chartered Organization Representative. A meeting with the SM, Committee Chairperson, Chartered Organization Representative, and parents will be arranged to discuss the matter as a group.

Exception to Troop Policies

Troop 1 recognizes that situations may arise which require special considerations. Exceptions to Troop Policy must be approved by the Scoutmaster, Committee Chairperson, Chartered Organization Representative, and any other appropriate Committee Member(s) or activity leader(s). **No exceptions will be made by one adult leader.**