



**BOY SCOUTS OF AMERICA**

**TROOP 542**

**MUNSTER, INDIANA**

**GENERAL RULES OF CONDUCT,**

**BYLAWS,**

**& CAMPING POLICY**

# Boy Scouts of America Troop 542

## Munster, Indiana

### General Rules of Conduct

The guiding principles of Troop 542's rules of conduct are contained in the Scout Oath and Law. It is expected that every Scout will strive to follow these guidelines at all times.

All Scouts and adults will comply with the Boy Scouts of America rules and regulations as set forth in the "**Guide to Safe Scouting**", the Troop 542 Bylaws, and other Scouting publications. Most of all, all Scouts are expected to exercise good judgment and common sense.

Each Scout is expected to behave in a manner such that will help advance the programs of Troop 542. **Disruptive behavior will not be tolerated.** Scouts are entitled to a program which is free from such behavior.

The Patrol Leader's Council and the Scoutmasters will enforce the general rules of conduct. At their discretion, each infraction will be handled in an appropriate manner, which may include sending the Scout home from any scouting activity, including campouts. The Scout's parents will be responsible for picking the Scout up at an activity once notified.

The following are the expected behaviors which are in keeping with the Scout Law:

1. A Scout is expected to be truthful in all dealings with others. He is expected to keep promises and be honest and dependable. -- **A Scout is Trustworthy.**
2. A Scout is expected to be true to his family, Scout leaders, patrol, and community. He is to carry out requests of his leaders and help his patrol -- **A Scout is Loyal.**
3. A Scout is expected to be concerned about others. He will willingly volunteer to help others without expecting payment or reward. Even when he is not responsible for a mistake, or problem he is always willing to correct things. -- **A Scout is Helpful.**
4. A Scout is expected to be a friend to all. He is a brother to other Scouts. He seeks to understand others and respects those with ideas and customs that are different from his own. He doesn't punch, slap, kick, bump, or otherwise harm anyone. He respects his adult leaders, his patrol leaders and all others. -- **A Scout is Friendly.**
5. A Scout is expected to be polite to everyone regardless of age or position. He knows that good manners make it easier for people to get along together. He doesn't name call, use lewd gestures or make unkind remarks. -- **A Scout is Courteous.**

6. A Scout is expected to understand that there is strength in being gentle. He treats others as he wants to be treated. He does not harm or kill anything without reason. He is respectful to his brother Scouts and adult leaders. -- ***A Scout is Kind.***
7. A Scout is expected to follow the rules of his family, school, and troop. He obeys the laws of his community and country. If he thinks these rules and laws are unfair, he tries to have them changed in an orderly manner rather than disobey them. He performs tasks requested by his troop and patrol leaders without a fuss. -- ***A Scout is Obedient.***
8. A Scout is expected to look for the bright side of life. He cheerfully does tasks that come his way. He tries to make others happy. He doesn't pout when things don't go his way. -- ***A Scout is Cheerful.***
9. A Scout is expected to work to pay his own way and to help others. He saves for the future. He protects and conserves natural resources. He carefully uses time and property. He is not wasteful with personal, patrol, or troop finances. He takes every opportunity to purchase only the food necessary for an outing and uses all that he buys. He doesn't waste resources or materials -- ***A Scout is Thrifty.***
10. A Scout can face danger even if he is afraid. He has the courage to stand for what he thinks is right even if others laugh at him or threaten him. -- ***A Scout is Brave.***
11. A Scout is expected to keep his body and mind fit and clean. He helps to keep his home, community, and environment clean. He washes before every meal and after using the rest room. He doesn't use foul language, cuss words, or make lewd implications. -- ***A Scout is Clean.***
12. A Scout is faithful to his religious duties. He respects the beliefs of others. He participates in troop Sunday services, uses his voice to praise God and listens attentively to scripture lessons. -- ***A Scout is Reverent.***

# Boy Scouts of America Troop 542

## Munster, Indiana

### Bylaws

#### **TROOP ORGANIZATION:**

The Troop is organized into Patrols. Each Patrol has a Patrol Leader (PL) elected by its members and an Assistant Patrol Leader (APL) selected by the PL.

The Troop has a Senior Patrol Leader (SPL) and an Assistant Senior Patrol Leader (ASPL). The SPL is elected by the Scouts in the Troop, and upon election, appoints the ASPL.

Also, the Troop may, at any given time, create and maintain a Venture Patrol for purposes of High Adventure activities for older Scouts within the Troop. The Venture Patrol(s) shall be subject to the terms, conditions and provisions of these By-Laws, General Rules of Conduct, and Troop's Camping Policy. However, should there be any conflicts in procedure employed by the Venture Patrol verses those procedures as stated in these By-Laws, then the procedures contained herein shall prevail. Further, any Venture Scouting procedures created by a Venture Patrol shall be verified by the Adult Leadership of the Venture Patrol, and shall be submitted to the Troop's Executive Committee for approval.

The Adult Leaders are the Scoutmaster (SM) and one or more Assistant Scoutmasters (ASM). Ideally at least one Assistant Scoutmaster will be assigned to each Patrol for guidance and assistance.

The Troop is governed by a Troop Committee, which in turn is governed by a Troop Executive Committee. The Troop Committee is composed of the Troop Executive Committee and Members-At-Large, and supports the leadership and program of the Troop. A Troop Committee Chairperson and four other members head the Troop Executive Committee.

#### **THE PATROL METHOD:**

The Troop employs the Patrols Method to foster the running of the Troop program by the Scouts, under the guidance and direction of the Scoutmasters/Adult Leadership.

#### **TROOP ELECTIONS:**

Troop elections will be held during the months of March and September. Elected positions are the Senior Patrol Leader and Patrol Leaders. Candidates for these positions will be reviewed and approved by a nominating committee composed of the adult leadership of the Troop. All other positions of responsibility, including O.A. Representative, Historian, Chaplain's Aide, Quartermaster, Scribe, Librarian, and Bugler shall be appointed by the SPL after consultation with the Scoutmaster and the Troop's Executive Committee. It will be the SPL's responsibility to take into account consideration of advancement requirements for leadership positions while making appointments. The Scoutmaster and the Troop's Executive Committee will appoint Troop Guides.

Order of the Arrow elections will be during the month of February each year. Only Scouts who demonstrate that they are guided by the Scout Law and Oath will be eligible to be nominated provided that they meet additional eligibility requirements as stated in the OA rules. These elections will be coordinated by the local Order of the Arrow chapter.

### **MEETINGS:**

The Troop has two meetings per month lasting approximately one hour/one and a half-hours each. The members of the Troop are expected to attend in order to be informed about the activities and events taking place. At the first Troop meeting of the month, the calendar for the next month will be explained by the SPL. All Scouts will be responsible for bringing their Boy Scout Handbook, pencil, and paper.

Once a month, the PLs, SPL, the Assistants and the Adult Leaders hold a Troop Leaders Council (TLC). The purpose is to plan the Troop's meetings and activities. The adults afford guidance and direction for the Scouts. Usually the meeting is on the last Tuesday of the month and lasts approximately one hour.

A Patrol may meet at various times as the need or desire arises. The Patrol meeting is organized by its Leader and will meet at the home of a member.

The Troop Committee usually meets once a month on the second Tuesday of each month. The Troop Committee meeting is open to all parents, and regular attendance is highly encouraged.

The Troop meetings are held at St. Thomas More during the Scout year. The days are usually the 1<sup>st</sup> and 3<sup>rd</sup> Tuesday of the month. The time, day and place may change, however, and the TLC will notify all members of such a change.

Troop meetings may not always be held at STM. A meeting may be held outdoors to facilitate outdoor activities including, but not limited to, a cookout, miniature golf, and swimming.

Beginning in July, 2001, and every August thereafter, the TLC, Troop Committee, and Adult Leadership will conduct a Troop Operations Workshop (TOW). The TOW will plan activities for one year, with the exception of summer camp and high adventure activity.

### **ATTENDANCE:**

A major factor for Successful Scouting is the participation of all the Scouts within the Troop. To accomplish this goal, attendance and participation of all the Scouts is essential. Therefore, all Scouts are expected to attend and participate in Scout Meeting and Activities. It shall be the responsibility of the SPL and the ASPL to take attendance at all meetings and outings.

It is acknowledged that absences may occur for valid reasons. Therefore, whenever a Scout is unable to attend a meeting or activity, it shall be the Scout's responsibility to notify his PL, SPL, or an Adult Leader. Such notification will be construed as an excused absence.

However, should a situation present itself where a Scout has been absent for three consecutive meetings, and the absenteeism is unexcused, such a situation will be construed as the Scout's voluntary termination of membership from the Troop. Should a Scout seek to be readmitted to the Troop, said

Scout may petition the Adult Leadership of the Troop and request a conference to discuss readmission. The ultimate decision for readmission shall rest with the Adult Leadership of the Troop.

### **OUTDOOR ACTIVITIES AND EVENTS:**

The Troop shall attempt to plan one outing per month. The purpose of the outing is to: 1.) develop Scout skills, and 2.) have a good time.

For each event that is overnight, each Scout shall have submitted a permission form, signed by a parent. The Troop rule is "NO PERMISSION FORM, NO GO."

For outings, proper clothing shall be required. The Scout must have proper footwear for dry and wet weather. Further, the Scout must also have a poncho-type raincoat for wet weather.

Items such as fireworks, flammable liquids, and electronic entertainment are strictly prohibited from being brought to either a meeting or outing. If there is a question concerning the Troop's acceptability of an item to be brought on an outing, or to a meeting, such questions must be directed to the Scoutmaster or one of the Assistant Scoutmasters.

### **PERSONAL EQUIPMENT:**

The Troop has its own camping equipment, but each Scout is expected to have his own mess kit, backpack, and sleeping bag. The Scoutmasters are available for guidance and suggestions should questions arise concerning the purchase of proper personal equipment.

### **KNIVES:**

The Scouts are strictly prohibited from bringing to a meeting or outing any sheath type knives. The only knives acceptable shall be knives that have the blade that can fold into itself (a pocketknife). The decision of the ability for a Scout to have and use a pocketknife at a meeting or outing shall rest with the Scoutmaster or Assistant Scoutmasters.

### **UNIFORMS AND CLOTHING:**

The Scout is expected to have a full Class A Scout uniform. This includes khaki shirt with properly positioned patches (see Scout Handbook for positions of patches), Scout green pants or shorts, Scout belt, Scout socks, Troop neckerchief, and appropriate neckerchief slide. The minimum uniform for attendance at meeting and outings shall be a Scout shirt, neckerchief, and belt. The **Class A** uniform is to be worn to all Scout Meetings and outings unless otherwise instructed by the Adult Leadership of the Troop. Scouts must be in full uniform (which would include dress shoes) at a Troop's Court of Honor or a Board of Review. At Boards of Review and Courts of Honor, the merit badge sash should be worn.

All Scouts should be prepared for uniform inspections that will be conducted at certain times of the year.

The Adult Leadership shall decide corrective measures for repeated violations of the Troop's uniform policy by certain Scouts.

## **ADVANCEMENT, MERIT BADGES AND RELIGIOUS AWARDS:**

One of the purposes of Scouting is to learn skills that enable the Scout to advance in rank and earn merit badges. Advancement and the earning of merit badges is the pathway of becoming an Eagle Scout. Scouts must confer with the SM or ASM before he starts working on a merit badge. It is strongly urged that merit badges be worked on by the Scouts under the Buddy System; that is, two Scouts or more working on a merit badge at one time.

All Scouts entering Troop 542 should plan to become an Eagle Scout. It is a tradition of Scouting and the Troop that each Scout aspire to this goal. Further, all Scouts entering Troop 542 shall strive to achieve the available religious award(s) associated with their religious faith.

Advancement for Tenderfoot, Second Class, and First Class ranks may be signed-off by the SPL, ASPL, Troop Guides, Instructors, and Scoutmasters. It is expected that any sign-off will be completed in accordance with BSA advancement policy. Specifically, the Scout must demonstrate that he has acquired the skill, or completed the task exactly as stated in the requirement.

For the purpose of defining active participation for the ranks of Star, Life, and Eagle, the following minimum will be applied: Active participation in 70% of all Troop sponsored activities each month for the three month period immediately preceding the Scoutmaster's Conference for the rank advancement required.

Boards of Review will be scheduled in March, September, and December.

Courts of Honor are held three times a year in the months of March, September, and December. Eagle Courts of Honor are scheduled separately. Parents are encouraged to attend all Courts of Honor with their immediate family.

## **SCOUTMASTER'S CONFERENCES:**

Scoutmaster's conferences, for the purpose of advancement, are held as needed and shall be the responsibility of the Scout to schedule such a conference. Scouts must present their Scout Handbook to the Advancement Chairperson for verification and updating of Troop records.

## **SUMMER CAMP:**

The Troop encourages all Scouts to attend summer camp, as it is an opportunity to experience long term camping, enjoy outdoor life, and earn merit badges that are otherwise not easy to earn in our area. The Troop shall attempt to plan a week at a summer camp each year. The Troop shall follow the guidelines for accompanying leadership as may be required.

## **PARENT PARTICIPATION:**

Troop 542 welcomes the participation and involvement of parents to assist with carrying out the programs of the Troop. Parent involvement can take the form of providing transportation, adult supervision at various functions, being a resource person that can teach a special skill, being a merit badge counselor, or becoming a leader. Upon registration of a Scout, all parents shall be considered to be Members-At-Large of the Troop Committee.

Parents shall always be welcome to participate in the Troop's outings.

## **BEHAVIOR AND DISCIPLINE:**

The Troop has a responsibility to follow the General Rules of Conduct. This code is based upon the principles of the Scout Oath and the Scout Law.

When a Troop member oversteps the boundaries of this code, it shall be the responsibility of the PLs, the PLC, and/or the Adult Leadership to let the boy know what is not acceptable behavior for a Scout.

Examples of unacceptable behavior are lying, cheating, fighting, wrestling, excessive roughhousing, inappropriate language, name calling, vandalism, and disrespectful behavior. These examples, though not all-inclusive, are contrary to the principles of the Scout Oath and the Scout Law. Such negative behavior is not conducive to Successful Scouting.

Any boy whose behavior is continuously disruptive, or endangers himself or others during a Scout meeting or activity, will result in the Troop contacting the boy's parents. Once notified, the parents will be responsible for picking the Scout up from either the meeting or the location of an outdoor activity such as camp.

Repetitive disruptive behavior cannot be tolerated. Such continued behavior will be addressed by a meeting with a panel consisting of members of the Adult Leadership, and the Troop Committee, and the boy (whose behavior is at issue) and his parents. If no corrective and agreeable resolution can be reached, the boy will be released from the Troop. ***It must be remembered that Scouting is a privilege, and not a right.***

## **TRAVEL AND TRANSPORTATION:**

Whenever the Troop may travel for an outdoor activity or event, parental assistance with transportation will undoubtedly be needed. And, in order to comply with the Scout's Council's requirements for travel permits, certain information from parents concerning auto insurance will be requested by the Troop's Committee Secretary. Such information will be maintained by the Troop's Committee Secretary for use in completing the Council's travel permit applications.

## **COMMUNICATIONS:**

The normal source of information for the Scout is at the Troop meeting, through his PL. Should a Scout have a question, and the PL is unavailable or unable to answer his particular question, the next person to ask is the SPL, and likewise up to the Adult Leaders.

Each Scout shall be responsible for knowing all information and announcements presented at each meeting, even if absent. Further, each Scout shall be solely responsible to alert his parents to the schedule of events and information presented at each meeting. The Troop will have available to Scouts, upon request, a list of all the members of the Troop, with addresses and phone numbers, so that Scouts may communicate with each other when necessary.

## **TROOP FINANCES AND FUND RAISING:**

In order to lessen the financial burden of the parents, and assist in the instruction of personal finance to the Scouts, the Troop engages in various activities to raise funds for summer camp, high adventure trips for the Scouts and to raise funds for the Troop General Operating Fund. Generally, all revenues raised from the Council Popcorn sale will be credited to each Scout respectively into a Scout Account. The Scout Accounts for each Scout will be maintained by the Troop. Each Scout may pay for any Scout activity or personal Scout gear from funds maintained in the respective Scout's Scout Account. Should a Scout choose to leave/no longer maintain registration with the Troop prior to the Scout's 18<sup>th</sup> birthday with funds being maintained in his Scout Account, said funds will be forfeited to the Troop. Said forfeited funds will be commingled into the Troop's General Operating Fund. Should a Scout maintain his registration with the Troop upon reaching the age of 18 years, said Scout may request disbursement of any funds maintained within said Scout's Scout Account. Such disbursement will be made payable to the Scout AND to the parents of said Scout collectively.

## **REGISTRATION AND TROOP FEES:**

The Troop Charter is from January 1<sup>st</sup> to December 31<sup>st</sup>. Application and fees for the renewal of the Charter are submitted to the Council during the first week in December. In order to timely file the renewal of the Charter, registration of Scouts must be completed by the first week of November. Therefore, registration, insurance, and Troop dues and subscriptions are to be submitted to the Adult Leadership no later than the end of October. The fees shall be determined and communicated to the Scouts during the September Troop meetings. All checks must be made payable to BOY SCOUT TROOP 542. Checks should not be made payable to any leader, nor the Boy Scouts of America.

# Boy Scouts of America Troop 542

## Munster, Indiana

### Camping Policy

Troop 542 will plan various camping trips throughout the year. The Troop will camp under its own registered leadership, always using the "Two Deep" adult leadership policy of the Boy Scouts of America. Such "Two Deep" leadership as stated in the Guide to Safe Scouting is: "Two registered adult leaders, or one adult and a parent of a participating Scout, one of whom must be at least 21 years of age or older, are required for all trips or outings". The policies set forth herein, though addressed in the terms of camping, shall also apply where applicable to all other outdoor activities the Troop may plan. Further, it shall be the responsibility of the Scoutmaster and/or the Designated Campmaster to inform any invitees accompanying the Troop on any outdoor Troop activities of the provisions of the Troop's Camping Policy, (as well as the Troop's By-Laws and the Troop's General Rules of Conduct) and to enforce the same accordingly.

Scouts will cook by patrol on all camping trips unless given instructions otherwise by the Senior Patrol Leader or the Scoutmasters. Cooking by patrol helps strengthen the patrol and teaches teamwork. All meals are to be cooked, not heated or eaten cold, with the exception of lunches (when not practical).

Scouts will carry their packs and equipment to the campsite when necessary instead of riding to promote physical fitness and self-reliance. Scouts will learn not only how to do things for themselves, but also how much they can do. Troop 542's camping emphasis is on adventure and learning, rather than convenience. Scout camping demands skill and know-how.

Use of gas stoves and lanterns are restricted to adults and Scouts who have individually demonstrated their ability to use them, and have special permission from the Scoutmasters.

All campouts of Troop 542 will begin at the Troop garage at St. Thomas More, where the Troop equipment will be loaded under the direction of the Quartermaster, and will end at the Troop garage, where the Troop equipment will be unloaded and accounted for by the Quartermaster.

**NO FLAMES IN TENTS!** No flames of any kind are allowed in tents for safety reasons. Scouts are prohibited from bringing, or using any form of matches or cigarette lighters on camping trips. Any use of matches will be done so with the approval of the Scoutmasters.

The Troop's camping policy is to leave nothing behind when leaving a campsite. No garbage or trash will be buried. Combustible non-toxic material may be burned if local regulations permit; otherwise, such items, including cans, bottles, and foil, will be carried back home, unless we are able to deposit such waste material in available trash receptacles.

Parents are welcome on Troop 542 camping trips as long as they agree to abide by the same rules as the Scouts, and have first consulted with the Scoutmaster. Adults are not permitted to smoke or use tobacco products around Scouts. The consumption of alcoholic beverages on an outing is strictly prohibited.

**ALL SCOUTS WILL HONOR THE OUTDOOR CODE AND THE GENERAL RULES OF CONDUCT!** Misconduct on a Troop camping trip will not be tolerated and may result in cancellation of the rest of the trip for the Scout(s) in question. The Scoutmaster and/or the designated Campmaster shall have the final decision in all matters concerning misconduct, as well as all other matters concerning the Troop Camping Policy while on a camping trip.

Each Scout, in order to participate in a specific trip, **MUST** have a completed permission slip for that trip signed by a parent or pre-designated guardian and submitted to the Troop two weeks preceding the activity. The purpose of early submission enables in the planning of food and transportation.

Each Scout has the responsibility for care of the Troop equipment and is expected to repair or replace damaged or lost Troop equipment. Each Scout shall share the responsibility to “air-out” a tent after a campout. In addition, any equipment taken home by a Scout for repair/restoration purposes, or tent “air-out” purposes, shall be signed-out, in writing, to said Scout by the Quartermaster. Further, the Scout shall be fully responsible for the return of such signed-out equipment to the Troop.

### **TROOP 542 CAMPING EXPECTATIONS ARE AS FOLLOWS:**

**ALWAYS** use the Patrol method.

**ALWAYS** assume that the camping trip will take place as scheduled, unless otherwise notified by your Patrol Leader, Senior Patrol Leader, or the Scoutmasters.

**ALWAYS** follow the Quartermaster's directions. He is responsible for loading the Troop equipment and assuring the proper troop gear is brought on the campout.

**ALWAYS** assist the cooks in their duties. Many hands make light work, and you'll get finished quicker.

**ALWAYS** wash personal gear first and save Troop gear for last.

**ALWAYS** scrub out washtubs after each use.

**ALWAYS** pack meat that will bleed and other things such as fresh fruit and vegetables in clean plastic bags. Keep ice in coolers clean so that it may be used for drinks.

**ALWAYS** have Troop and Patrol duty rosters completed before leaving on a camping trip. One copy should be given to the Senior Patrol Leader.

**ALWAYS** have patrol menus approved by the Senior Patrol Leader or Assistant Scoutmaster assigned to your patrol.

**ALWAYS** check the contents of the Troop pantry before shopping.

**ALWAYS** buy mustard, catsup, mayonnaise and other condiments in plastic containers.

**ALWAYS** make sure the Patrol has scouring pads, dishwashing liquid, paper towels, bleach, aluminum foil, toilet paper, garbage bags, and salt and pepper in their patrol box.

**ALWAYS** get an Adult Leader's permission before leaving the camp area.

**ALWAYS** use the "Buddy System" when leaving the camp area, and stay together at all times.

**NEVER BRING THE FOLLOWING:**

Sheath knife (as not allowed by Boy Scout regulations, and not needed).

Cigarette lighters or fuel.

Slingshots, bows, arrows, firearms (including BB or pellet guns), fireworks, or ammunition.

Electronic entertainment devices.

**NEVER DO THE FOLLOWING:**

**NEVER** use an ax, saw, or knife without your Totin' Chip in your pocket.

**NEVER** use matches without your Fireman Chit in your pocket, or approval by a Scoutmaster.

**NEVER** leave the camping area without first receiving an Adult Leader's permission.

**NEVER** fold up a tent until the Quartermaster has inspected it.



I have read and fully understand the Troop 542 General Rules of Conduct, Troop 542 Bylaws, and Troop 542 Camping Policy, and have reviewed them with my parents.

I agree to conduct myself in accordance to these rules and policies, and understand that failure to do so may result in the appropriate disciplinary action, including being released from the Troop.

It is further understood that failure to follow these policies may result in not earning the “Scout Spirit” requirements for advancements.

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Scout’s Signature

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Date

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Parent’s Signature

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Date