

Troop 211

Policy Handbook

Fall 2016 – Summer 2017



Table of Contents

Introduction.....	3
Membership Policy.....	4
Troop 211 Dress Code.....	5-6
Troop 211 Fundraising Policies.....	7
Scout Accounts.....	8
Troop 211 Advancement Policy.....	9
Transportation Policies & Cold Weather Policy	10-11
Adult Membership Policy.....	12
Adult Leadership.....	13
Troop 211 Camping Policy.....	14-15
Troop 211 Summer Camp Policy.....	16-17
Harassment Prevention Policy.....	18
Medications, Physicals, & Swim Tests.....	19
The Ten Commandments of Scoutbook.....	20
Proposed Technology Policy.....	21
Troop 211 Election Policy.....	22
Troop Youth Leadership Hierarchy.....	23

Introduction

Welcome to the Boy Scouts of America Troop 211 of Sioux Center Troop Policy Handbook. I hope you take the time to review the policies that our Troop has and will maintain. Some quick history of our Troop: We began in 1923 as Troop 1. In 1925, due to a lack of interest in Scouting, Troop 1 was disbanded. In 1935, Scouting came back to Sioux Center as Troop 94. Later, we became Troop 211. Since 1935, we have had over 75 boys receive the rank of Eagle Scout, the highest rank in Scouting.

By following these policies in this book, our Troop will thrive in not only safety, but preparing our youth to become tomorrow's leaders. Thank you for investing your son in such a great group here in Sioux Center.

Yours in Scouting,

Greg Van Beek
Troop 211 Scoutmaster

Membership Policy

- I. Scouts must meet all the requirements of the National BSA membership policy.
- II. Our Troop's Scout will live by the Scout Oath, Law, Motto, and Slogan and Troop Slogan.
 - i. *On my honor, I will do my duty, to God and my country. To help other people at all times. To keep myself physically strong, mentally awake, and morally straight.*
 - ii. *A Scout is: Trustworthy, Loyal, Helpful, Courteous, Obedient, Cheerful, Thrifty, Brave, Clean, & Reverent.*
 - iii. *Be Prepared*
 - iv. *Do a Good Turn Daily*
 - v. *Serving.Preparing.Leading.*
- III. Cost of membership must be paid before or on the fall Court of Honor before the next chartered year of Scouting. Fees associated with fundraising will be due within a month of the notice. (*Dues for 2017 paid in 2016*)
- IV. The cost of membership for this coming year is \$60/Scout. This covers Scout insurance, National BSA costs, *Boy's Life* subscription, and some of the badges.

Troop 211 Dress Code

- I. **Class A:** No athletic shorts or sweatpants are ever permitted with a Class A. Jeans, khakis, jean shorts, or khaki shorts only.
- II. **Class B:** Athletic shorts and sweatpants are permitted as long as they are respectable to our Troop's program. The Class B is the light grey t-shirt with the Troop's logo.
- III. **Court of Honors, Eagle Scout Ceremonies, Board of Reviews, and Scout Sunday:** Scouts must be in full uniform. This means the Scout must have his Class A on with his necktie, slide, and merit badge sash. The Scout must also be wearing khaki or Scout pants and dress shoes. No hats or shorts are to be worn for these ceremonies.
- IV. **Regular Scout Meetings:** Scouts must have their Class A on. Scouts are NOT permitted to wear athletic shorts or sweatpants with their Class A ever. No hats are allowed unless they are Scouting hats or berets – hats are not to be worn indoors. Shorts are permitted as long as they are respectable and non-athletic.

- V. **Memorial Day Parade:** For the Sioux Center Memorial Day Parade you are allowed to wear shorts as long as they are non-athletic. No sashes or neckties are allowed. Please remember to drink enough fluids to keep yourself hydrated but don't drink so much you have to urinate during the service. Dress appropriately for the weather on the day of the parade.
- VI. **Scout Outings:** This depends on the outing. Scoutbook and current weekly newsletter will be able to tell you what to wear. For Class A, follow the above in the Regular Scout Meeting section. For Class B, athletic shorts and sweatpants are permitted as long as they are respectable.
- VII. **Service Projects:** Most service projects require you to wear your Class B. You are permitted to wear any shorts for service projects as long as they are respectable.
- VIII. **Special Events:** Events not covered in the above scenarios will be announced on Scoutbook and the weekly newsletter.

Troop 211 Fundraising Policies

I. **Types of Fundraisers and Commissions and Prizes:**

Below is the fundraisers offered through our Troop. The amounts the Scouts will receive for each fundraiser as well as any prizes, if given, are explained below.

FUNDRAISER (\$\$)	COMMISSION	PRIZES
Greenery (\$8-32)	20% of total sales into Scout Account	Top 2 sellers get cash prize
Butter Braids (\$12)	\$3 for every braid sold into Scout Account	Sell 50 or more, receive a \$40 Visa Gift Card
Camp Cards (\$5)	\$2 for every card sold into Scout Account	Council offers extra incentive for council camps

- II. **Sioux County Youth Fair Popcorn Stand:** Every Scout is asked hold at least one shift at the popcorn stand during the week of the fair. This money will be used to help fund general expenses for the Troop.
- III. **Expectations:** Scouts should sell \$400 of any of our fundraisers to help cover the cost of Troop expenses.
- IV. **Summer Camp:** Troop 211 will not provide support for summer camp unless a scholarship is filled for those in need. This is because more incentive is going towards the Scout's individual Scout Account rather than assisting with summer camp costs.

Scout Account Policy

- I. Scouts that earn percentages from fundraisers will be credited through their Scout Account.
- II. Scout Accounts are not an official bank account linked to a Scout or to the Troop. They are only a statement of what each Scout has earned by fundraising.
- III. Scout Account funds may only be used for Troop functions, Troop dues, or Troop products (Class B, slides, and neckerchiefs).
- IV. Scouts may not use the funds in their accounts to be reimbursed for personal expenses at Scout shops (Class A, pants, books, etc.), summer camps, etc.
- V. To transfer Scout Account money, a Scout must email troopadmin@siouxcenterscouts.org before the event.
- VI. Scouts and parents must understand that the money in each account is Troop property. Scouts are allowed to use this money to help fund their Scouting experience, but nothing more.
- VII. It is policy of all organizations associated with a 501(c)(3) organization that monies earned by an individual are not to be awarded.

Transportation Policies & Cold Weather Policy

- I. **Transportation Policies:** The following policies are both the national Boy Scouts of America policies as well as our Troop's own policy. These are in place for the safety of all Scouts.
 - i. **All Drivers for All Events:** Drivers must refrain from using a cell phone for calling or texting; however, drivers may use hands-free units. Drivers must follow the speed limit as well as any state laws. If a vehicle is being rented, the driver must follow the renting organization's rules. Family vehicles **MUST** be on file with the Troop through the ScoutNET program.
 - ii. **To and From Scout Meetings, Short Term Camping Events, & Events Within 50 Miles of Sioux Center:** Drivers must be at least 18 years of age and must have a seatbelt for **EVERY** youth being transported. Drivers under the age of 18 but older than 16 may drive youth to and from events with a permission form (found on Troop website) filled out and filed with the Scoutmaster **BEFORE** the event. The 16-year-old must have at least 6 months' driving experience as a licensed driver and have no record of accidents or moving violations.

- iii. **Long Term Camping Trips (More than 72 Hours) & Events More Than 50 Miles:** Drivers must be at least 18 years of age and must have a seatbelt for **EVERY** youth being transported in vehicles. The only exception to this is in a bus. Drivers of a bus must follow the rules of the owner as well. No driver is allowed to drive under the age of 18 for these events.
- iv. **Tour Permits:** Tour permits will be filled by the event's sponsoring adult. These are required by the National BSA. Accurate information is required for each event.

II. **Cold Weather Policy:** If there is an early out or no school for the Sioux Center Community School District (Sioux Center Community Schools & Sioux Center Christian School), all planned Scout meetings or activities will be cancelled or postponed. Other cancellations and postponements will be made by the discretion of the Scoutmaster. All cancellations or postponements will be announced on KSOU (93.9) & KDCR (88.5). They will also be sent out via text and an email as well as posted on the Sioux Center Scouts' Facebook, Twitter, and website. If you feel as if an event should be cancelled and postponed, please contact the Scoutmaster with your concerns.

Adult Membership Policy

- I. Fill out the entire adult application including your Social Security Card number. The BSA requires a background check for ALL adults. This is for the safety of the Scouts in our Troop.
- II. If you do not pass the background check, you are unable to attend any meetings or events.
- III. In accordance with the Sioux Center American Legion Post #199 policy, our Troop's Chartered Organization, as an adult leader of any Scouting organization in Sioux Center you are unable to be a homosexual or bisexual.
- IV. As required by the BSA, Youth Protection Training must be taken within 30 days of filing your adult application.
- V. Youth Protection must **ALWAYS** be followed. If you break one of the Youth Protection rules, you will be asked to leave and other measures may be taken by the Mid-America Council. Our Troop takes the Youth Protection Policy VERY SERIOUSLY. The safety of our Scout's is our number one priority as adult leaders!

Adult Leadership

- I. Adults are required to follow the Youth Leadership Training rules. Our Troop takes the safety of our Scouts VERY SERIOUSLY!
- II. As required by the National BSA, Youth Protection Training is required every two years. Any other training that comes up must also be completed.
- III. You must have a valid driver's license and vehicle registration on file in order to transport Scouts.
- IV. You must also have your cell phone number available to the Scoutmaster and *Scoutbook*.
- V. Any adults that attend trips and camps must have filled out an adult application and must be approved before you are allowed to come. Please see page 12 of this booklet for more information on becoming an adult leader.
- VI. Our Troop's technology policy applies to adults (p.21).
- VII. **YOU ARE NOT ON VACATION**
- VIII. Your job number one job is their safety but it is also expected that you be a good role model to our Scouts.
- IX. **ANYTHING THE SCOUTMASTER SAYS, GOES!**

VI. **Cabin Campout:** This campout is the only exception for cots. You may also bring up to **PG-13** movies along for watching at night. Board games are also appropriate.

VII. ***Leave No Trace* Principals:**

- i. Plan Ahead and Prepare
- ii. Travel and Camp on Durable Surfaces
- iii. Dispose of Waste Properly
- iv. Leave What You Find
- v. Minimize Campfire Impacts
- vi. Respect Wildlife
- vii. Be Considerate of Other Visitors
- viii. Also: Leave the place better than when you found it

VIII. **Adults:** Adults may have cots for sleeping but must supply their own pads to place under each leg of the cot. If there are no pads, you will not be allowed to use the cot. Without pads, cot legs may puncture holes in the floor of the tent. Tents will be replaced by the adult that does not follow this policy.

IX. **Trailer:** If you take something out, please put it back in the same spot to ensure organization. This will help the Troop's Quartermaster out tremendously.

Troop 211 Summer Camp Policy

- I. The use of the Buddy System is ALWAYS a must. Those not following this policy may be asked to leave.
- II. **ALWAYS** follow any camp rules that have been established for your safety and the safety of the other Scouts in camp. These will be posted and announced.
- III. Payments: We have set up a payment system to help all families pay for camp. The first half of summer camp is due by February 15th (after fall fundraisers). The second half is due by April 15th (after spring fundraisers). Payments must be made by transfers from the Scout's account (must send an email to troopadmin@siouxcenterscouts.org) or be paid in cash/check. Credit or debit cards may be used with a 3% fee added for card transactions.
- IV. Late fees will apply for the following: late registrations (\$50), late deposits (\$10), or late payments (5% of payment amount). If you are unable to make a payment deadline, please talk to the Scoutmaster or file for the Troop 211 Summer Camp Scholarship.
- V. Follow the *Leave No Trace* principles (see p. 15).

- V. Electronics are permitted as long as they do not take away from the experience of Scouting. See page 21 for our Troop's policy on technology as well as visit siouxcenterscouts.org/technology for the Scout Law on technology. Technology may be taken away at any time by the adult in charge if needed.
- VI. **NO ONE IS ON VACATION! Scouts:** You have the opportunity to work on merit badges at camps (with the exception of every fourth year). Take advantage of this opportunity as it prepares you for the rank of an Eagle Scout. You will also be expected to do your part in cleaning or cooking with your patrols. **Adults:** You are not on vacation. Your number one priority is the safety of the Scouts. Parents back in Sioux Center trust you to do your part in keeping their Scouts safe.
- VII. Whatever the Scoutmaster SAYS, GOES! If you don't want to do something, don't plan on coming to summer camp next year.
- IX. Scouts: Listen to your fellow Scouts who have seniority over you. If they say do something, do it. They have earned that right.

Harassment Prevention Policy

- I. Our Troop does not tolerate harassment of any kind of our youth members, adult volunteers, or members of our community.
- II. Any form of harassment that violates federal, state, or local law is a violation of this policy and will be treated as a disciplinary matter. This includes, but is not limited to, harassment related to an individual's race, religion, creed, color, sex, national origin, ancestry, age, citizenship status, marital status, pregnancy, medical condition, and physical or emotional disability.
- III. The term "harassment" includes slurs and any other offensive remarks, jokes, and other verbal, graphical, or physical conduct.
- IV. Sexual harassment will not be tolerated. This includes unwelcome advances, requests for sexual favors, and other offensive verbal and physical conduct.
- V. Discipline will be determined by the adult in charge. If required by policy or law, law enforcement or the Mid-America Council will be made aware of the issue.

Medications, Physicals, & Swim Tests

- I. **Medications:** Any prescription medications must be handed to the Scoutmaster at the time of departure for any trip. They will then be distributed by the instructions written on the medication's original bottle by an adult put in charge of the medications during that event.
- II. **Physicals:** The National BSA requires every youth and adult to have a physical done annually if participating in an event over 72 hours. These must be turned into the Scoutmaster to be kept on file. If your physical expires during an event, you will need to complete one before the event. Expired health history, insurance copies, and physicals will be destroyed.
- III. **Swim Tests:** Swim tests will be done if the summer camp allows them to be completed prior to attending camp. These take place typically in February or March. They are conducted at the All Season Center by a certified Red Cross Life Guard. To see the requirements for the different rankings, please visit: meritbadge.org/wiki/index.php/BSA_Swim_Test

The Ten Commandments of Scoutbook

- I. Thou shall not add requirements for rank or merit badges done at a Scout function.
- II. Thou shall not question or edit advancement as a parent but as a Scout.
- III. Thou shall not edit thy name, date of birth, or Scout ID number.
- IV. Remember your username and password so you may avoid frustration.
- V. Honor your privacy by logging out when finished.
- VI. Thou shall not edit calendar events or attendance.
- VII. Thou shall get approval for merit badges before beginning.
- VIII. Thou shall send an email to transfer Scout Account funds.
- IX. Thou shall not bear false advancement for rank or merit badges.
- X. Thou shall sign up for events through Scoutbook by the deadline.

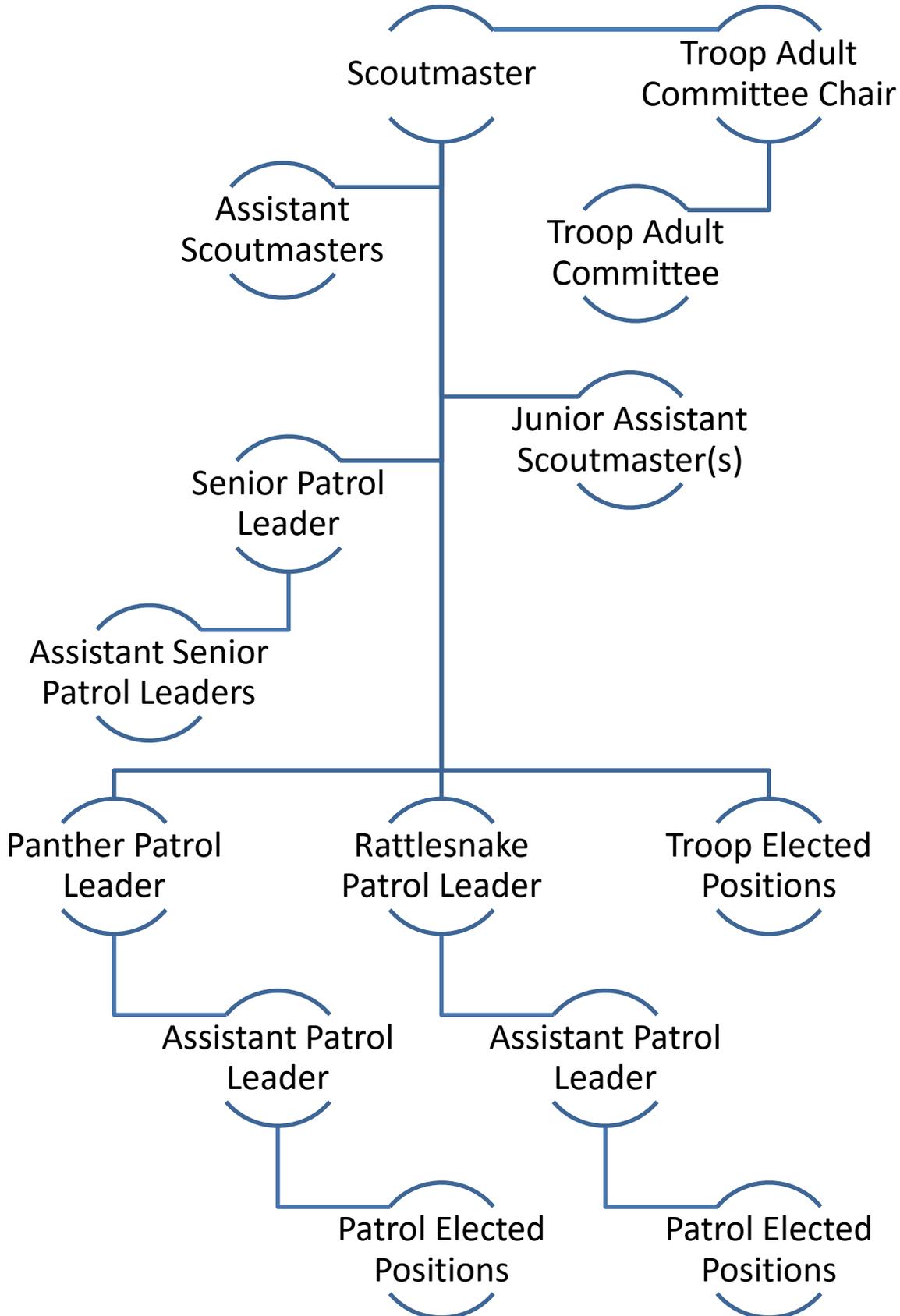
Troop 211 Technology Policy

- I. Scouts will be required to have an updated Cyber Chip training certificate each year to use technology.
- II. Use the technology to build relationships with the Troop, find useful information, communicate and share excitement about Scouting.
- III. Updates to social sites using appropriate, non-embarrassing, photos or clips can share and build excitement about Scouting.
- IV. Don't let technology detract from the outdoor, program, or Scouting experience.
- V. Know the Scout Law on technology. Visit: siouxcenterscouts.org/technology
- VI. Scouts that notice technology being used inappropriately must notify an adult in charge.
- VII. Issues with technology will be handled by an adult.
- VIII. Technology may be restricted at any time by an adult.
- IX. Scouts will hold harmless Troop 211, Doornink-Brunsting Post 199, War Eagle District, Mid-America Council, and the National Boy Scouts of America for loss or damage to technology during Scout sponsored events.

Troop 211 Election Policy

- I. **Electable Positions:** Senior Patrol Leader (1), Assistant Senior Patrol Leader (2), Historian (1), Troop Webmaster (1), Librarian (1), OA Representative (1), Leave No Trace Trainer (1), Troop Quartermaster (1), Troop Guide (1), Chaplain's Aide (1), Patrol Leader (2), Assistant Patrol Leader (2), & Patrol Scribe (2).
- II. **Nominations:** Those seeking an elected position must fill out the nomination form with the appropriate amount of signatures and have it turned in to the Advancement Chair by deadline found on the form. Visit siouxcenterscouts.org/troop-resources for information, requirements for positions, and forms.
- III. **Election Policy:** All elections will be voted through form of a secret ballot in March. All results will be announced, in time, by the Scoutmaster via email.
- IV. **OA Elections:** Order of the Arrow elections will be held with youth leadership positions at the Troop level. The Adult Committee will determine when the presence of a council representative is needed.
- V. **Appointed Positions:** Junior Assistant Scoutmaster

Troop Leadership Hierarchy





SERVING. PREPARING. LEADING.

**Troop 211 – Sioux Center
Boy Scouts of America
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