

Boy Scouts of America

Alamo Area Council

Keystone District

Troop 228

Bylaws

**a comprehensive listing of operating procedures
and troop operations policies**

January 2000

**BSA Troop 228 is Chartered to the Northwest Hills United Methodist Church
and was Established February 18, 1994**

These BYLAWS supersede all previous editions and remain the working document for Troop 228 since January 1, 2000

BSA Troop 228 Bylaws

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BYLAWS

Boy Scouts of America

Troop 228

Introduction

Boy Scout Troop 228 is chartered to the Northwest Hills United Methodist Church, 7575 Tezel Road, San Antonio, Texas. Its primary focus is on the development of young men to become active, responsible citizens of the community and nation. To achieve this objective, Troop 228 adheres to and practices the proven aims and methods of the Boy Scouts of America which are: character development, citizenship building, and personal fitness.

Purpose

The purpose of this organization is to promote the ability of boys to do things for themselves and others, to train them in Scoutcraft, and to teach them patriotism, courage, self-reliance, and kindred virtues, using the methods which are now in common use by Boy Scouts worldwide. In achieving this purpose, emphasis is placed upon its educational programs and the oaths, promise, and codes of the Scouting movement for character development, citizenship training, mental, emotional, and physical fitness.

Experience has shown that a written set of operating procedures is beneficial to the efficient and effective operation of any Boy Scout Troop. These Bylaws are adopted from national, council, and district regulations and policies, and include local troop policy established over time. Our intent is to provide continuity within the troop to ensure the best possible program for Scout-age boys within the framework of the aims and methods of Scouting.

We hope that most of your questions and concerns about Scouting in general and this troop in particular can be resolved by this document. Most questions of principle can be answered by referring to the Scout Oath, Law, Slogan, and Motto. The cornerstone of all Troop 228 policy is founded in Official Boy Scouts of America literature (Scout Handbook, Scoutmaster's Handbook, Troop Committee Guide, Patrol Leaders' Handbook, Boy Scouts of America Bylaws and Regulations). Exceptions are noted in Section XV, Miscellaneous Troop Policies, with the reason(s) spelled out in some detail, when necessary for clarification.

Scouts and/or Scouters who do not abide by these Bylaws may be subject to disciplinary action as stated herein. The extent of such action will depend upon the severity of the infraction, and considered on a case by case basis by the Patrol Leaders Council, Scoutmaster, and/or Troop Committee. More serious problems could be referred to the Keystone District Executive or Alamo Area Council Executive for resolution.

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Section I, Troop Committee

The Troop Committee is made up of a minimum of three (3) registered adults. They may be parents of Scouts or persons interested in providing a solid Scouting program to local community youth. The committee has three (3) primary duties:

- (1) to help the Charter Representative select the best possible Scoutmaster to lead the Troop,
- (2) to assist the Scoutmaster in providing a sound Scout program to the troop, and
- (3) to handle troop boards of review and administration.

The Troop Committee will meet at least nine (9) times per year, preferably each month. The times and place(s) will be announced by the Chairperson. All committee members, the Scoutmaster, any Assistant Scoutmasters, and parents of Scouts are welcome to attend committee meetings, and are encouraged to do so; but only registered committee members will cast votes.

Terms of office for the Committee Chairperson, Secretary, Treasurer, Activities, Membership, Advancements, or other positions will be one year with no limit on successive terms.

All registered committee members must attend some form of official training: Fast Start and annual Youth Protection Training is required; Scoutmastership Fundamentals is highly recommended for committee members and required for committee chairperson. They are also encouraged to attend the monthly District Roundtable meetings. Trained, informed Scouters are paramount to a sound program. No committee member can wear the *TRAINED* patch based on experience only; therefore, s/he must complete formal Boy Scouts of America recognized training.

Adult leaders currently registered to positions of responsibility with Troop 228 are encouraged to petition the Troop Committee for attendance in local area Boy Scout Leaders Woodbadge Course. Scoutmaster(s) and Assistant Scoutmasters have priority consideration, but committee members are also highly encouraged to attend this formal, national level training. Since the troop pays the fee for all such training, a two-year* commitment to working with Troop 228 is required.

- * note: leaders who have faithfully and consistently contributed of their time and effort in making Troop 228 a "Quality Unit" may request that their record of active troop affiliation be considered towards the two-year required commitment.

Woodbadge participants are encouraged to receive their beads/recognition at a Troop 228 Court of Honor.

The Troop Committee Chairperson will appoint a BYLAWS Review Panel to review, revise, or rewrite existing Bylaws annually in September. Any registered member of Troop 228 may make recommendations for changes, additions, or deletions to the Bylaws at any Troop Committee meeting, or by writing a letter to the Troop Committee Chairperson.

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Section II, Troop Staff

The operational leadership of Troop 228 is conducted by the Scoutmaster, Assistant Scoutmasters, Junior Assistant Scoutmasters, the Patrol Leaders Council, and other Scouts in key leadership positions as specified below:

Senior Patrol Leader:

- elected by a simple majority vote of youth Scouts registered to Troop 228
 - Scouts must be present to be elected
 - Scouts must be present to cast a vote
- elected Scout must meet prerequisites listed below and be approved by Scoutmaster
- term of office is six (6) months
- may be re-elected and serve in two consecutive terms only, not to exceed one year
- referred to as "the Senior Patrol Leader" or the "SPL"
- prerequisites:
 - Life Rank or higher
 - have at least six (6) months tenure with Troop 228
 - have been a Patrol Leader or Assistant Senior Patrol Leader
 - have one long- and at least three (3) short-term camps with Troop 228
 - must have been a Den Chief for at least one term
 - must complete any and all training required by the troop:
 - Troop Operations Workshop (T.O.W.) (mandatory: must attend with troop)
 - Cedar Badge (highly recommended; paid for by troop)
- Duties include:
 - preside at all troop functions
 - maintain written agenda/outline for all events
 - chair Patrol Leaders Council meetings
 - appoint Assistant Senior Patrol Leader(s), with Scoutmaster approval
 - may appoint one ASPL for every 25 active Scouts
 - delegate responsibilities to his Assistant(s)
 - ensure an Assistant SPL is designated to assume duties in absence of SPL
 - appoint Quartermaster(s), Librarian, Scribe, Historian, and other staff positions as required, with Scoutmaster approval
 - ensure SPL Checklist completed for all Troop outings
 - maintain copy of patrol duty rosters
 - perform additional duties as required by Scoutmaster or Assistant Scoutmaster(s)
 - represent Scout youth Leadership Corps (a.k.a. Patrol Leaders Council) before the Troop Committee when requested
 - ensure Board of Review sign-up is completed by the second meeting night or the month, and lists turned in to Troop Committee Advancement Chair
 - keep Scoutmaster(s) informed of Patrol/Scout problems or concerns
 - make weekly reminder phone contact with Patrol Leaders concerning upcoming meetings, campouts, or other activities
 - make courtesy call to Scoutmaster when required calls are completed

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Assistant Senior Patrol Leader(s):

- appointed by the Senior Patrol Leader (SPL) with approval of Scoutmaster
 - may appoint one for every twenty five (25) active Scouts
- term of office is six (6) months, coinciding with the SPL who appointed him
- may be re-appointed and serve in two consecutive terms, not to exceed one year
- referred to as "Assistant Senior Patrol Leader" or "ASPL"
- prerequisites:
 - Star Rank or higher (waiverable by Scoutmaster)
 - six (6) months experience with Troop 228
 - have been a Patrol Leader (PL) or Assistant Patrol Leader (APL)
 - have been, or is currently serving as Den Chief highly recommended
 - complete at least one long- and three short-term camps with Troop 228
 - must complete required training for the position:
 - Troop Operations Workshop (T.O.W.)
- duties include:
 - assist the Senior Patrol Leader (SPL)
 - be responsible for coordinating with one or more Patrol Leaders
 - serve as the Senior Patrol Leader (SPL) in the SPL's absence
 - assist the Senior Patrol Leader (SPL) in making required phone calls
 - keep minutes or Patrol Leaders Council meeting in the absence of the Troop Scribe

Troop Guide:

- appointed by the Scoutmaster
- term of office as needed (to be determined by the Scoutmaster)
- prerequisites:
 - six (6) months experience with Troop 228 (waiverable by Scoutmaster)
 - Star Scout or higher (waiverable by Scoutmaster)
 - have served in the position of Senior Patrol Leader, Assistant Senior Patrol Leader, or Patrol Leader for at least one full
 - must be knowledgeable in all advancement requirements through First Class
 - have been, or is currently serving as Den Chief highly recommended
 - experienced in both long-term and short-term camping
 - must complete required training for the position:
 - Troop Operations Workshop (T.O.W.) with respective patrol(s)
- duties:
 - monitor all *New Boy Patrol* events, meetings, and activities
 - oversee election of Patrol Leader and appointment of Assistant Patrol Leader
 - positions should rotate on an every two month cycle
 - assist young Scouts with advancement through First Class
 - train the Patrol Leader and Assistant Patrol Leader in their duties
 - represent the patrol at the Patrol Leaders Council meeting
 - advise Patrol Leader/Assistant Patrol Leader on voting issues
 - cast vote for patrol in absence of Patrol Leader or his assistant
 - supervise duties of patrol members, as needed
 - attend to patrol discipline, as necessary

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Patrol Leader: (See Section IV, Patrols, page 12)

Assistant Patrol Leader: (See Section IV, Patrols, page 13)

Scribe:

- appointed by Senior Patrol Leader with approval of Scoutmaster
- term of office coincides with Senior Patrol Leader term of office
- prerequisites:
 - First Class Scout or higher (waiverable by Scoutmaster)
 - have at least six (6) months experience with Troop 228
- duties:
 - help Troop Committee maintain troop records
 - work with Troop Committee Advancement Chairperson
 - keep records of attendance, inspections, and dues
 - work with Troop Committee Treasurer and Membership Chairperson to update records
 - take attendance at all troop functions
 - collect dues and camp money and turn all money collected over to Troop Treasurer
 - attend PLC meetings to record Patrol Leader Council decisions for future reference
 - solicit candidates for troop elections one month before elections
 - in February for March elections; in August for September elections

Librarian:

- appointed by the Senior Patrol Leader with Scoutmaster approval
- term of office coincides with Senior Patrol Leader term of office
- prerequisites:
 - First Class Scout or higher (waiverable by Scoutmaster)
 - have at least six (6) months experience with Troop 228
- duties:
 - keep accurate, up-to-date record of the literature owned by Troop 228
 - maintain troop-owned literature
 - advise the Senior Patrol Leader and Scoutmaster of new or replacement items needed
 - have literature available for borrowing at troop meetings and long camps
 - maintain a system for checking literature in/out
 - follow-up on late returns
 - advise Scouts who borrow literature that damaged items must be replaced or paid for in cash

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Historian:

- appointed by the Senior Patrol Leader with Scoutmaster approval
- term of office coincides with Senior Patrol Leader term of office
- prerequisites:
 - First Class Scout or higher (waiverable by Scoutmaster)
 - have at least six (6) months experience with Troop 228
- duties:
 - keep the Troop Album current
 - arrange for availability of camera at all Troop events
 - solicit or take pictures of troop activities
 - find applicable news articles in local media
 - coordinate with Troop Treasurer for supplies and/or funds for supplies
 - maintain other items deemed to be of historical significance to the troop
 - replaced or no-longer-in-use patrol flags
 - troop camp trophies, plaques, or other memorabilia
 - Historical Personnel Roster

Quartermaster(s):

- appointed by Senior Patrol Leader with approval of Scoutmaster
- term of office coincides with the Senior Patrol Leader term of office
- prerequisites:
 - Star Rank or higher (waiverable by Scoutmaster)
 - have at least six (6) months experience with Troop 228
 - have participated in at least half of the last six month's campouts
- duties:
 - conduct thorough inventory of all troop resources upon assuming office
 - upon assuming office check status of troop trailer registration
 - advise Scoutmaster and Troop Committee of renewal date
 - keep records on patrol and troop equipment
 - ensure equipment is maintained in good repair for instant use
 - check out equipment to patrols
 - see that equipment is returned in good condition
 - ensure cleanliness and neatness
 - suggest new or replacement equipment to Senior Patrol Leader and Scoutmaster for committee consideration
 - work with Troop Committee Quartermaster to maintain and monitor troop resources
 - train patrol quartermasters in correct handling and storage of equipment
 - solicit assistance from patrol quartermasters to help with major troop events
 - coordinate with the Senior Patrol Leader to ensure necessary resources are available for major troop activities

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Instructor:

- appointed by the Scoutmaster
- term of office will run for six-month intervals
- prerequisites:
 - Life rank or higher (waiverable by Scoutmaster)
 - experienced in both long- and short-term camping
 - have at least six (6) months experience with Troop 228 (waiverable by Scoutmaster)
 - should attend Troop Operations Workshops
 - attendance of Cedar Badge, or equivalent, course highly encouraged
- duties:
 - assisting SPL for ensuring monthly troop program is carried out
 - assist Patrol Leader Council in arranging guest speakers
 - conduct Scoutcraft mini lessons in troop or patrol forums
 - attend PLC meetings as non-voting member
 - conduct Totin' Chip and Fireman Chit classes at least once every 90 days

Chaplain's Aide:

- appointed by the Scoutmaster
- term of office will run for six-month intervals
- prerequisites:
 - First Class rank or higher (waiverable by Scoutmaster)
 - be willing to work towards the Religious Emblem for his particular faith
- duties:
 - attend at least seventy five (75) percent of troop activities
 - conduct preactivity prayers, mealtime grace, and Sunday services on weekend campouts

Bugler:

- appointed by the Scoutmaster
- term of office will run for six-month intervals
- prerequisites:
 - First Class or Star rank
 - must have camped with the troop at least three times
- duties:
 - get troop up at appointed time on campouts
 - signal lights out at end of day on campouts
 - signal start and/or stop times at all troop activities
 - provide appropriate music for ceremonies, when requested

Venture Crew Chief:

- appointed by the Scoutmaster in consultation with Assistant Scoutmaster(s) for Venture or High Adventure activities
- term of office varies and does not coincide with term of current Senior Patrol Leader

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Venture Crew Chief, continued...

- prerequisites:
 - be 14 years of age or older
 - Life rank or higher (waiverable by Scoutmaster)
 - experienced in both long- and short-term camping
 - hold applicable merit badge(s) for event activities
 - be willing to enroll in applicable merit badge if not trained in event
 - have at least one year's experience with Troop 228
- duties:
 - coordinate with Assistant Scoutmaster(s) for Venture a major event at least once a year
 - ensure projected participants fulfill required training/preparation for event
 - lead Scout Crew(s) on scheduled event

Den Chief:

- appointed by the Scoutmaster
- term of office should be a minimum of one school year to coincide with rank advancement requirements of participating Den or WEBELOS members
- prerequisites:
 - must be First Class Scout (waiverable by Scoutmaster)
- duties:
 - help Cub Scouts, or WEBELOS, achieve the purposes of (Cub) Scouting
 - assist the Den Leader at Den Meetings with activities
 - set a good example by attitude and uniforming
 - attend weekly Den Meetings and monthly Pack Meetings
 - meet as needed with the adult members of the Den, Pack, and Troop
 - invite and host WEBELOS (if a WEBELOS Den Chief) to Troop activities
 - meet troop attendance / participation requirements

Order of the Arrow Troop Representative:

- appointed by the Senior Patrol Leader with Scoutmaster approval
 - if neither the SPL nor SM are O/A members, they must consult adult Order of the Arrow members (18-year old ASMs qualify as an adult here)
- term of office coincides with that of the SPL, but may be for multiple terms
- prerequisites:
 - must be under 18 years old
 - must be an O/A Member in good standing
- duties:
 - serve as liaison between the Lodge/Chapter and the Troop
 - attend monthly Lodge/Chapter meetings
 - encourage year-round monthly and long-term camping
 - encourage older Scout participation in High Adventure programs
 - coordinate with Venture Crew Chief for troop activities
 - encourage Scouts to participate in Community Service Projects

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Order of the Arrow Troop Representative, duties continued...

- assist with leadership skills training in the troop
 - coordinate with Instructor(s), SPL, and Scoutmaster
- encourage Arrowmen to assume leadership positions in the troop
- encourage Arrowmen to in the troop to be active participants in the Lodge /Chapter activities and to become Brotherhood Members of O/A
- set a good example by enthusiastically wearing the Scout uniform
- show Scout Spirit by living the Scout Oath, Law, and O/A Obligation

Junior Assistant Scoutmaster(s):

- appointed by the Scoutmaster with approval of Troop Committee
- term of office is open-ended or until age eighteen (18) years
- prerequisites:
 - must be an Eagle Scout (waiverable by Scoutmaster with approval of Troop Committee)
 - must be sixteen (16) years of age within 90 days of appointment, but less than eighteen (18) years
 - must have experience with both long- and short-term camping
 - completion of Cedar Badge, or equivalent, course is desirable
- duties:
 - perform special tasks assigned by Scoutmaster
 - assist Scoutmaster, Assistant Scoutmaster(s), and/or Troop Committee in coordinating special events
 - help train troop youth leaders (i.e., Senior Patrol Leader, Assistant Senior Patrol Leader(s), Patrol Leader(s), Assistant Patrol Leader(s), Troop Guide(s), Quartermaster(s), Scribe, Historian, Librarian, Chaplain Aide(s), and Instructor(s))
 - assist Patrol Advisor for an assigned patrol
 - encouraged to attend Patrol Leaders Council and Troop Committee meetings (has no vote at either meeting)
- may be considered to be in training to become an Assistant Scoutmaster at age 18

Assistant Scoutmaster(s):

- registered adult Scouter approved by the Chartering Organization representative and the Troop Committee
- term of office is open-ended
- prerequisites:
 - must be at least twenty-one (21) years old (waiverable to eighteen (18) years with Scoutmaster and Troop Committee approval)
 - must be at least twenty-one (21) years old to assume Scoutmaster duties
 - must be trained or be willing to complete Scoutmastership Fundamentals within one year of accepting the position
 - annual Youth Protection training is required
 - Boy Scout Leaders Woodbadge course is highly recommended (Troop Committee pays the fee, but requires two-year commitment to working with Troop 228 Scouts) [see note, page 2]

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Assistant Scoutmaster(s), continued...

- duties:
 - assist the Scoutmaster in carrying out a quality unit program
 - assume position of Scoutmaster in the Scoutmaster's absence (must be 21 years old)
 - conduct Scoutmaster conferences, as needed
 - assist in conducting youth leadership training (e.g., T.O.W.)
 - attend as many troop activities as possible
 - set a Scouting image example for the youth members of Troop 228

Scoutmaster:

- registered adult Scouter approved by the Chartering Organization Representative and Troop Committee
- approved by the Chartering Organization Administrative Board
- prerequisites:
 - must be at least twenty-one (21) years of age
 - must be trained or be willing to complete Scoutmastership Fundamentals training within six (6) months of assuming the position
 - Boy Scout Leaders Woodbadge training is highly encouraged within a year of assuming duties (Troop Committee pays fees)
 - term of office is open-ended; but three year commitment is desirable to ensure troop program continuity
 - must complete annual Youth Protection training
- duties:
 - attends all meetings and activities of the troop
 - counsels and coaches Patrol Leaders Council members
 - trains PLC to their respective elected/appointed positions
 - guides them in planning the troop program
 - general outline annual planning at August PLC meeting
 - comprehensive six plans at each T.O.W. (March/September)
 - supervises PLC running of the troop
 - conducts individual Scoutmaster conferences, or delegates to assistant(s)
 - becomes aware of the needs and characteristics of troop members
 - supervises the general program and activities of the troop
 - provides the troop membership with a viable and varied outdoor program
 - helps the Troop Committee recruit Assistant Scoutmasters
 - coordinates with local Cub Scout Packs to recruit WEBELOS youth and adult leaders into Troop 228
 - attend District a/o Council sponsored Roundtables
 - delegates as many duties as possible to Assistant Scoutmasters, Junior Assistant Scoutmasters and Troop Committee members to ensure maximum participation
 - ensures at least one long camping experience every twelve months

Note:

The Scoutmaster may remove a Scout from any appointed position for not completing required training, or not performing his assigned duties satisfactorily. A special Board of Review consisting of at least three registered Troop 228 Committee Members and chaired by the Troop Committee Chairman or Chartering Organizational Representative is required to remove a Scout from an elected position in which he is not fulfilling his assigned duties.

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Section III, Patrol Leaders Council

The Patrol Leaders, with an elected Senior Patrol Leader as their head, form the Patrol Leaders Council (PLC), whose responsibility it is to plan and run the troop program under the guidance of the Scoutmaster, Assistant Scoutmaster(s), and the Troop Committee.

The Patrol Leaders Council meets monthly following an agenda designed to keep the troop's plans and priorities on track.

PLC Membership:

- Senior Patrol Leader (SPL), Assistant Senior Patrol Leader(s) (ASPL), Troop Guide(s) (TG), and Patrol Leader(s) make up the voting members of the PLC; Troop Scribe is a non-voting member of the PLC
- Assistant Patrol Leader(s) (APL) may attend PLC meetings, but can cast a vote only in the absence of their respective Patrol Leader
- rotating Patrol Leaders from "New Boy" Patrols " cast votes only on the advice and approval of their respective Troop Guide(s)
- Troop Guides cast votes for New Boy Patrols only when the designated Patrol Leader or his assistant are not in attendance
- Venture Crew Chiefs (VC) may cast a vote on Venture-related agenda items only whenever a Venture Crew is comprised of Scouts from several patrols already represented by Patrol Leaders. If, or when, a Venture Crew exists as a separate "patrol," then the Venture Crew Chief will have the same vote as a regular Patrol Leader
- other troop leadership positions (e.g., Bugler, Quartermaster(s), Historian, Librarian, and Chaplain Aide(s)) have no voting privileges, but may attend PLC meetings

Note: The Scoutmaster, or his designated assistant, monitors PLC meetings, assisting the SPL with keeping agenda on track, and exercising veto power over all votes which run contrary to the best interests of Troop 228 or on decisions that go against the basic aims, methods, and philosophical ideologies of the Keystone District, Alamo Area Council, and the Boy Scouts of America.

PLC Meetings:

- monthly program meetings to fine tune the next month's program and review old business
 - chaired by the SPL, or an ASPL in his absence
 - attended by PLC membership and other invited troop leaders
 - decide by majority vote/agreement programs, policies, and activities
- brief meetings, as needed, after regular troop meetings or on campouts to finalize short-term plans
- annual planning conference with key troop staff to outline troop program plan for the next twelve months
 - held in August, usually at the regularly scheduled monthly PLC meeting
 - fine tuned at the March and September Troop Operation Workshops

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PLC Responsibilities:

Ideally, Troop 228 operates under youth leadership through the Patrol Leaders Council. In practice, Troop 228 allows its Scout membership to govern the operation of its annual plan under the guidance of the Scoutmaster and Assistant Scoutmasters with the advice and counsel of the Troop Committee.

The Patrol Leaders Council

- proposes an annual outline for the troop program in August of each year
 - before autumn Troop elections
- elects its own youth leadership twice each year in March and September
- ensures its members are trained through participation in the twice a year Troop Operations Workshop in March and September
- finalizes the September-March portion of the annual plan at the September TOW following Troop elections in September
- finalizes the March-September portion of the annual plan at the March TOW following Troop elections in March
- submits the proposed plan through the Senior Patrol Leader or his designated assistant to the Troop Committee for their consideration at the October and April Troop Committee meetings
- fine tunes the troop program at least one month in advance at the monthly PLC meetings
- makes decisions on the assignment of New Scouts and reassignment of current Patrol members in concert with the Scoutmaster and Assistant Scoutmasters
- resolves problems relating to individual or group discipline or refers them to the Scoutmaster
- assigns duties to the various Patrols (i.e., Service and Program Patrols) for upcoming Troop meetings and activities
- ensures calls are made to all active Scouts prior to meetings and outings
- runs the weekly Troop meetings
- ensures Patrol Method is used on all campouts
- tracks participation of Troop membership at troop activities
- coordinates with appropriate Troop Committee member(s), and/or Assistant Scoutmaster(s) to ensure program issues and plans are met
- reviews past events for "lessons learned" and applies them to future planning
- plans for transportation of Scouts and equipment for upcoming event(s)
- seeks parental support for all activities

As the youth membership of Troop 228 matures, more responsibility is placed on the Patrol Leaders Council for the continued operation of the troop in conducting its annual plan. When youth leadership lacks the necessary skills and experience to maintain smooth troop operations of its program, more control is assumed by the active cadre of Scoutmasters and assistants. BSA policy dictates that every Scout activity has two-deep adult leadership.

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Section IV, Patrols

Troop 228 works under the time-proven concept called "Patrol Method." Patrols permit Scouts to group together as friends and promote teamwork and camaraderie. Patrols allow each Scout to become involved, and give each boy a chance to learn and practice responsibility.

Youth leaders free adult leadership for their own special responsibilities. Furthermore, patrols also provide a real experience in the democratic process.

Patrol Membership:

- patrols should have no fewer than three (3) Scouts, and no more than eight (8), but this number may be waived by the Scoutmaster
 - a minimum of four (4) boys and a maximum of ten (10) are the normal extremes considered workable by Troop 228
- all youth members of the troop will be assigned to a patrol as soon as he joins
 - if recruited by a troop member, first priority should be to the same patrol
- any Scout dissatisfied with his patrol assignment may request another patrol from the Senior Patrol Leader (subject to Scoutmaster approval after PLC consideration)
 - Scouts placed in a given patrol due to discipline problems must wait for the next Troop elections before being considered for a change back to his original patrol

Patrol Leadership:

- Patrol Leaders (PL)
 - must be First Class rank or higher, and complete all phases of Boy Scouts of America approved training for the job (TOW or Troop-level JLT) in order to maintain the position.
 - rank requirement may be waived by the Scoutmaster, but will require the appointment of a Troop Guide until the Scout earns First Class rank
 - are elected by a simple majority vote by members of the patrol
 - subject to Scoutmaster's approval
 - patrol members must be present to vote and win election
 - term of office is six months; and he may not serve consecutive terms
 - New Boy Patrol members rotate through PL and APL positions on a two-month cycle
 - duties include:
 - presiding over all patrol events, meetings, and activities
 - representing the patrol at the PLC meetings
 - appointing an Assistant Patrol Leader (APL)
 - assigning duties to patrol members as needed
 - being responsible for patrol discipline

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- Assistant Patrol Leaders (APL)
 - should be First Class rank in order to assume PL duties
 - rank requirement may be waived by Scoutmaster
 - appointed by newly elected PL, with Scoutmaster approval
 - must attend troop sponsored training for the position (i.e., TOW)
 - term of office coincides with the PL who appointed him
 - duties include:
 - assisting the PL in the normal conduct of patrol business
 - assuming PL duties in his absence
 - working with PL to ensure duties are performed on outings
- Other Patrol Members
 - Scribe
 - Song Leader
 - Treasurer
 - Quartermaster
 - Cheer Master
 - Bugler
 - Grubmaster
 - Hike Master
 - Patrol Chaplain

Everyone in the patrol should have a duty. If there are more patrol members than duties, then they may be appointed as assistants (e.g., assistant grubmaster, assistant scribe, assistant quartermaster, etc.).

For camping purposes, it may be necessary to place Scouts from a patrol of fewer than four boys into other patrols for the duration of that outdoor activity to ensure the success of the Patrol Method. The Senior Patrol Leader, with the recommendations and approval of the Scoutmaster, will make these assignments as necessary for the smooth operation of the troop.

Patrols are expected to prepare a song, skit, and cheer for each campout campfire activity; normally held on Saturday for a weekend campout.

Patrol Identity:

Each patrol will have the following items to distinguish itself from all other patrols:

- a name, and
- a distinctive flag or standard.

Patrol yells, cheers, songs, and/or totems are encouraged to promote Scout Spirit.

Each item must be approved by the Scoutmaster, and can not be changed without prior approval of the presiding Patrol Leaders Council, subject to Scoutmaster's approval for historical or ethical reasons. Patrol flags, standards, and the like are considered to be Troop property.

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Section V, New Members

Youth Membership:

Youth membership is open to all boys, who meet the membership requirements specified on the Boy Scout Application form. Membership in Scouting, advancement, and achievement of leadership in Troop 228 are open to all boys without regard to race or ethnic background. Advancement and achievement of leadership positions are based entirely upon individual effort and merit.

Scout (youth) membership is organized on the Patrol Method system (see Section IV, Patrols).

To be a Boy Scout, a boy must complete the fifth grade, or have earned WEBELOS Scout Arrow of Light Award, or be at least eleven (11) years old and not yet reach his eighteenth (18th) birthday. Upon approval of membership, the boy becomes a registered member of the troop and obligates himself to observe the Scout Oath and the twelve (12) points of the Scout Law. He also agrees to attend regularly the meetings of his patrol and Troop 228.

A Scout entering the troop must pay the initial, non-refundable, troop registration fees in order to join Troop 228. It will be his responsibility to produce evidence of rank advancements, merit badges, skill awards and other honors claimed, if transferring from another troop within 90 days of transfer.

A medical consent/Parent Permission Form is required to be on file before a boy may participate in outdoor activities. The form on the back of the Scout Application is considered adequate for joining; but a thorough physical using a BSA Personal Health and Medical Record Form is required for summer camps and winter camps. Some High Adventure facilities, like Philmont and Canoe Base, require more extensive documentation.

Applications or transfer forms for both youth and adults should be turned in to the Scoutmaster or Troop Committee Membership/Enrollment Chairperson for forwarding to Alamo Area Council.

Adult Membership:

No person shall be approved as a leader unless, in the best judgment of the Chartering Organization Representative and the Troop Committee, that person possesses the moral, educational, and emotional qualities deemed necessary for leadership and satisfies such other qualifications as may be spelled out in the Adult Scouter Application form.

Active adult leadership of Troop 228 is designated collectively as "Scouters" and individually as either Troop Committee member(s), Scoutmaster, or Assistant Scoutmaster(s).

The Scoutmaster and Assistant Scoutmaster(s) will be selected on the basis of good moral character and their interest in the development of boys into becoming responsible adults. All Troop Committee members must be willing to support the Troop program and provide administrative and/or logistical assistance, as needed.

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Section VI, Meetings

Troop 228 meets every Tuesday evening from 7:00 p.m. to 8:30 p.m. at a designated location deemed appropriate by the Chartering Organization Representative and Troop Committee Chairman. Troop meetings consist of the following agenda items unless superseded by some special event (e.g., Courts of Honor, Summer Camp, Winter Camp, guest speaker, Order of Arrow Elections, major holiday schedule, etc.):

- Service Patrol setup
- opening
- skill / Scoutcraft instruction
- Patrol meeting
- game / contest (time permitting)
- announcements and awards
- Scoutmaster Minute
- closing
- Service Patrol cleanup

The Senior Patrol Leader will preside at all meetings, or designate the Assistant Senior Patrol Leader(s) to do so in his absence. The official Boy Scout uniform must be worn at all meetings/functions as specified in Section VIII, Uniforms.

The first Troop meeting of each month is "Uniform Inspection and dues night" (see Section VIII, Uniforms, and Section XI, Finances).

Boards of Review for advancement consideration are scheduled or conducted upon request of the Senior Patrol Leader, or acting Senior Patrol Leader in his absence. Scouts must ensure all requirements have been signed off in their handbooks, and complete a Scoutmaster's Conference before presenting themselves to the board.

The Troop Committee Advancement Chairperson will convene a board monthly on the third meeting of the month; or under special circumstances, at the discretion of the Troop Committee. Assistant Scoutmasters who were not directly involved with a boy's training may sit on a review board for ranks below Star Scout in the absence of sufficient committee members.

An Eagle Scout review panel will convene on the first meeting night of each month to review Life-to-Eagle Packets in preparation for the District/Council Eagle Board, which meets on the second Thursday of each month.

Troop Elections will be held every six (6) months, in March and September. These elections will occur on the first troop meeting night of the month with the newly elected youth leaders assuming their respective roles the following week. If the first day of the month occurs after Tuesday, but before Thursday; then the elections will take place at the Monday night meeting prior to the change in month. Within three (3) weeks of Troop elections, the Scoutmaster and his assistants will conduct a formal Troop Operations Workshop (TOW) to train the new PLC.

All elected/appointed leaders must attend the TOW given for that term to remain in office. This requirement may be waived by the Scoutmaster for experienced Scouts upon request only.

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A majority of the troop or patrol may request a new election at any time through the Patrol Leaders Council, with approval of the Scoutmaster and concurrence of the Troop Committee Chairman. New troop officers elected by special election will serve until the next scheduled election.

Two-deep adult leadership is required for all meetings and outdoor activities. At least one leader must be trained and have current Youth Protection training. One leader must be at least 21 years old.

Three-deep leadership is required whenever both genders are represented on campouts.

Electronic games or devices, board games, cards, comics, non-Scouting materials, or other items which may cause undue disruption are not allowed at Troop 228 functions. The troop will not be liable for damage or loss of these items if brought to a meeting. These items will be confiscated by the Scoutmaster or designated assistant, and only returned upon request by the Scout's parent or guardian. (See Section X, Camping, pg. 20, and Section XIII, Discipline).

Section VII, Attendance

All Scouts are expected to attend all meetings, campouts, and activities of the troop. When unable to attend they should notify their Patrol Leader with the reason(s) why their participation is/was not possible. Additionally, if a Scout misses a meeting, or an outing he was scheduled to attend, the Patrol Leader should call to find out his status. If the Scout continues to miss troop and patrol functions, the Patrol Leaders Council will be notified and they will advise the adult leaders for appropriate action recommendations.

No Scout should want to "quit" Scouting. Every effort should be made by Patrol Leaders, PLC, the Scoutmaster and assistants, as well as the Troop Committee to encourage Scouts who have ceased attending troop functions to resume their participation. The Troop Committee Membership/Enrollment Chairperson will track participation closely, especially at Recharter time in February of each year.

Active participation is defined as attending at least 50 percent of the troop meetings in a given month, and attending as many outdoor functions as possible. Attendance records are maintained on all registered members for all functions (see: Section II, Troop Staff, Scribe).

A Scout will not be permitted to attend a troop activity (i.e., campout, or special outing) if his dues are not current (see: Section XI, Finances), or he has not satisfied certain required training or safety-related criteria.

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Section VIII, Uniforms

The complete, official, Boy Scout uniform must be worn for all Courts of Honor, Boards of Review, the first meeting night of each month (for inspection night), meetings with guest speakers, and for travel to and from outdoor activities unless otherwise instructed by the Scoutmaster. The complete uniform consists of:

- BSA shirt (long or short sleeved), with red appellates, current rank and applicable patrol insignia, Alamo Area Council shoulder patch, the world crest, an embroidered American Flag, and the troop 228 numerals. Service pins, award knots, and camp patches are optional
- BSA shorts or trousers with Scout-related belt
- BSA socks are required, if BSA shorts are worn
- BSA, troop, or camp neckerchief, bolo, or troop bead necklace
- BSA merit badge sash or Order of Arrow sash
- Den Chiefs should wear their appropriate distinctive cord
- shoes should be conservative and not distract from overall appearance

This uniform is referred to as the "Class A" uniform; and is required by the local Eagle Board.

On all other occasions; while at camp, performing service or sanctioned fund-raisers, and regular troop meeting nights, the "Class B" uniform may be worn. This combination will consist of a Boy Scouts of America, Alamo Area Council, Keystone District, Summer Camp, Winter Camp, Troop 228 T-shirt, or PLC-approved patrol shirt with any conservative jeans, trousers, or shorts. No cutoffs, jammies, or speedos will be allowed. The official BSA trousers or shorts are strongly recommended for both Class A and Class B wear.

All Scouts and Scouters must wear appropriate undergarments while participating in any BSA, Council/District, or Troop activity. Official Boy Scout socks will be required only when shorts are worn with the Class A uniform combination.

All registered members of Troop 228, youth and adult, are encouraged to own and properly wear the official Boy Scouts of America uniform. Patches, insignia, awards, etc., will be worn as prescribed by the Boy Scouts of America Insignia Guide - a copy of which is maintained by the Troop Committee. The Boy Scout Handbook and Official Inspection sheets can be used for placement of basic insignia.

In accordance with Article X, Section 4, Clause 4b of the Boy Scouts of America Rules and Regulations, military uniforms can not be substituted in whole or in part for the Boy Scout uniform. Military fatigues or BDU uniform parts will not be worn with or in place of BSA uniform combinations.

The following policies apply to all Scouts and Scouters of Troop 228:

- all headgear must be worn with visors facing forward, as appropriate, unless instructed otherwise (e.g., rifle shooting or archery)
- necklaces and rings are discouraged for safety purposes
- earrings and earwraps are not allowed
- excessively baggy jeans or trousers are not allowed
- trousers and shorts must be worn appropriately - no saggy pants
- T-shirts with nonScout-related printing, designs, logos are not allowed
- shirts will be tucked in unless otherwise stated by the Scoutmaster

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Uniform items can be purchased locally from any J.C.Penny, the Alamo Area Council Musselman Scout Shop at McGimsey, or ordered direct from the Boy Scouts of America mail order catalogue.

Section IX, Advancement

Education is the chief function of the Scouting movement and shall be the basis of the advancement program for Troop 228. Advancement is a four-step process involving learning, testing, reviewing, and recognition.

Achievement of rank is gained through leadership in the troop, attending and participating in troop activities, living the ideals of Scouting, and gaining proficiency in activities related to outdoor life, useful life skills, and career explorations.

The troop record book, maintained by the Troop Committee Advancement Chairperson, will be the only official troop record of advancements and merit badges earned.

The Troop Guide is responsible for the advancement of his "New Boy" patrol members through First Class rank. Scouts may receive instruction and help from other sources, but the requirements will be passed by the Troop Guide or Patrol Advisor (not a parent of the Scout). In his absence, the Scout can be passed on any given requirement by the Senior Patrol Leader or his assistant(s), a Junior Assistant Scoutmaster, or an other Assistant Scoutmaster advisor (not a parent of the Scout).

Advancement beyond the rank of First Class is the responsibility of the individual Scout. Advancement beyond the rank of First Class is primarily determined by the accumulation of merit badges and the performance of service projects approved by troop leadership. (See the Boy Scout Handbook or Official Boy Scouts of America Requirements Handbook for individual rank and merit badge requirements).

Parents are not allowed to sign rank requirements for their own son's achievements, unless the Scout is part of a merit badge class.

Troop 228 has two options for obtaining merit badge counselors. We have a vast resource of registered adult Scouters, many of whom counsel one or more merit badges; additionally, the Alamo Area Council publishes a list of authorized merit badge counselors in the San Antonio area. Boy Scouts of America policy dictates that all merit badge counselors be registered Scouters. Counselors, therefore, will be selected from troop Scouters or the approved Alamo Area Council listing. Unless there is no other counselor available, the troop highly discourages a parent verifying requirements for merit badges, since the basic tenant of the program is to take the boy out of his comfort zone and have him interface with adults he does not normally associate with.

Once a Scout finds an adult willing to be a merit badge counselor, the Scoutmaster will initiate the approval application after notification by the boy and, if deemed necessary, a discussion with the recommended counselor. The Scout obtains an application, fills it out, has the Scoutmaster sign and date it, does the requirements, has the counselor sign the application when the badge is completed, and then gets the Scoutmasters approval before submitting it to the Troop Committee Advancements Chairperson, or designee.

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Merit badges must be completed within twelve (12) months of the start date unless a Scout receives a waiver in writing from the Scoutmaster and Troop Committee Advancement Chairperson.

Rank badges will be presented immediately following a board of review or at the next troop meeting depending on availability of insignia. Merit badges and rank cards will be distributed at formal Courts of Honor only. Courts of Honor are held quarterly.

Boards of Review will be conducted by members of the Troop Committee under the direction of the Troop Committee Advancements Chairperson. The Troop Committee will conduct all Boards of Review for the ranks of Tenderfoot through Life; Assistant Scoutmasters not directly involved in a Scout's training may sit on a board in the absence of sufficient committee members for ranks below Star. Parents are not permitted to sit on a board which is reviewing their son.

After meeting Troop Committee criteria, Eagle candidates must meet a district or council level review board. Troop Eagle review panels are held the first meeting night of each month. The Keystone District Eagle Board meets the second Thursday of each month. This panel's decision is in-turn subject to approval by the National Eagle Board. The process takes several weeks and must be completed before a Scout's eighteenth birthday.

Section X, Camping

Troop 228 plans for a weekend campout at least once each month as a Troop, and encourages patrols to camp alone (with two-deep adult leadership) on a regular basis. Venture Crew(s) may plan one major high adventure outing each quarter, separate from regular troop / patrol activities.

The Venture Crew concept is a program for boys, age thirteen (13) or older and Star rank or higher. Prerequisites for participation in Crew activities are contingent upon individual Scout's active support of troop and patrol functions. Venture Crew members meet separately from regular troop activities to plan challenging outdoor opportunities which may occur approximately once every three months for more local events, or as far in the future as two years for Philmont Scout Ranch, Northern Tier Canoe Base, or a National Jamboree. These extracurricular activities can in no way impact adversely upon the normal operations of the Troop.

Troop 228 also participates in Keystone District and Alamo Area Council events as scheduled by the Patrol Leaders Council, with advice and consent of adult troop leadership. Traditionally, the troop takes part in Spring/Fall Camporees, Scout Country Fair, and Freezoree. We have sponsored our own Winter Camps and attended out-of-area Summer and Winter Camps.

Troop 228 attends at least one long-term Summer Camp program each year. Provisional camp programs are also available at most area Scout Reservations (Lost Pines, El Rancho Clima, Bear Creek, etc.).

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Troop 228 has adopted the following policies/procedures concerning campouts:

- all moneys for the campout or planned activity must be turned in to the Patrol Scribe prior to departing for the event
- if a Scout signs up that he is going on a campout, or an activity prior to the purchase of supplies or tickets, and does not show up for the event, he is liable for his share of the cost unless he notifies his Patrol Leader that he is unable to attend prior to the purchasing of the supplies or tickets for the planned event
- if a Scout does not actively participate in troop meetings he will not be allowed to go on any campout with the expressed consent of the Patrol Leaders Council (subject to Scoutmaster's approval); dues must also be current
- a permission slip must be signed by a parent or guardian before a Scout will be allowed to go on a campout, or other activity requiring travel. If there is no permission slip signed by the parent or guardian, then the Scout will not be allowed to participate in that activity
- electronic games or devices, comics, or non-Scouting materials are not allowed on campouts. The troop will not be liable for damage or loss of these items if brought on a campout. They will be confiscated and only returned to the parent upon request
- leaving the camp area is prohibited without the permission of the adult leader and coordination with the Senior Patrol Leader. This applies to all Scouts regardless of their rank or position in the troop
- to preclude unnecessary damage to troop equipment and careless injury to Scouts, the following rules apply:
 - no horseplay nor hazing
 - no glass containers in camp
 - no personal hatchets or axes
 - no sheath knives may be worn nor carried
 - no rock throwing will be permitted at any time
 - no striking branches or sticks against trees or rocks
- all registered adult leaders are encouraged to camp with the troop with the following provisions applicable:
 - the BSA "two-deep" leadership rule is required for all events
 - whenever both genders are represented on campouts, a minimum of three Scouters is required
 - married Scouters, as a couple, may take a patrol camping
 - no Scouter will tent with any leader of the opposite gender not his/her own spouse
 - married couples may tent together if both are registered Scouters
 - Scouts will camp by patrol utilizing the Patrol Method
- no "Family Camp" atmosphere should be presented on a troop outing (i.e., no unregistered family members may attend campouts)
 - an exception would be a planned family event promoting family involvement in Scouting
- the Troop meets at a designated assembly area at 6:00 p.m. Friday evening and departs for camp at 6:30 p.m.; it returns to a designated meeting area at 11:30 a.m. Sunday morning, unless otherwise stated

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Section XI, Finances

The Troop Committee establishes an operating budget and provides funds as needed.

The Troop Committee controls all moneys earned by the troop. Scouts who participate in troop fund-raisers will share in the moneys earned unless otherwise stated by the Troop Committee.

A Petty Cash Fund is made available to the Scoutmaster to meet unplanned miscellaneous expenses which may be encountered by the Troop while on an outing (e.g., ice for coolers, batteries for Troop radios, first aid supplies, propane or mantles for lanterns, etc.). Receipts for such contingency purchases must be made available to the Troop Treasurer in order to secure a new advance.

For extenuating circumstances / emergencies, the Troop Committee Chairperson is authorized to expend up to \$100 (one hundred dollars) with the concurrence of at least three (3) registered committee members.

All checks written on Troop 228 accounts require two authorized signatures. The Troop Committee decides who is authorized to sign/countersign troop checks and expense accounts.

Inactive Scouts will be dropped from the troop roster at Recharter time (February).

Scouts with delinquent accounts (three (3) or more months behind in dues) will not be rechartered with the troop at Recharter (February).

If a Scout does not attend meetings and later becomes active again, he will be assessed all dues owed for the period of absence. If there is a financial problem, the Scoutmaster and/or Troop Committee Chairperson will be advised and a solution will be arrived at to the satisfaction of all concerned.

Dues are \$3.00 (three dollars) per month, payable annually (\$36) or at the first meeting of the month for the coming month. Dues must be paid, even if meetings are missed. Dues may be debited from a Scout's individual Scout account (ISA) if funds are available.

New Scouts are not liable for dues during the month in which they join the troop.

If a Scout transfers from Troop 228 and remains in the Scouting program, any money in his ISA account will be provided to the new troop to help him continue his Scouting pursuits. The boy's account will be transferred to the new troop only if his account is in good standing.

Any money in a boy's account when the Scout reaches the age of 18 years will remain in his ISA account to be used by the same Scout for Scouting purposes as a Scouter until it is depleted. If a Scout leaves the troop, his funds will revert to the troop account at Recharter time (February). If he transfers to another troop, the funds will also transfer.

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All money-earning projects are conducted with approval of the Chartered Organization, Troop Committee, and the Alamo Area Council, and are consistent with the principles and regulations of the Boy Scouts of America.

All moneys earned by a Scout during a fund-raiser will be credited to the Scout's individual Scout account (ISA), unless the Troop Committee has designated a portion (percentage) of the earnings for some other purpose in advance of the event.

Scouts, and their parents, are responsible for all goods received for the purpose of fundraising and will be required to produce either the money earned or unsold goods at the end of the fund-raising project period. Outstanding balances may be debited from a Scout's Individual Scout Account (ISA) if funds are available.

The Troop Committee Treasurer, or designee, will give a full accounting of the status of troop finances at each Troop Committee meeting.

Section XII, Troop Camperships

The Harold Critney Memorial Campership Award:

The Harold Critney Memorial Campership Award is a program designed to help facilitate Scouts attending various troop functions who might not otherwise have the opportunity to attend. It is bestowed upon individual Scouts with special needs in memory of Mr. Harold Critney, one of Troop 228's original co-founders. This campership should not be a recognized award (i.e., made public at a troop presentation) based on the sometimes sensitive nature of circumstances leading to the award.

Applications should be made in writing to the Troop Committee. Grants will be determined by the committee based on the following criteria at the discretion of the committee:

- Scout displays "Scout spirit"
- Scout has outstanding participation record
- Scout is achieving rank and merit badges satisfactorily
- Scout's family requests financial assistance based on need

This campership is limited to an amount not to exceed \$200.00 (two hundred dollars) per year. Grants for Summer Camp or Winter Camp are limited to one half of the camp fees per boy.

The David Bishop Cedar Badge Campership Award:

The David Bishop Cedar Badge Campership Award was established to assist non-Troop 228 Scouts to attend local Junior Leader Training (JLT), Cedar Badge. Troop 228 will sponsor one Scout per year to this advanced training course. This campership is limited to the actual cost of registration, and is subject to troop committee approval. Consideration for this campership should be made by mid-March to ensure enrollment in this popular course.

All Scouts and their parents are strongly encouraged to participate in Troop Fund-raisers throughout the year.

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Section XIII, Transfer Requests

A Scout moving to another location should request a transfer form from the Troop Committee Advancement Chairperson at least two (2) weeks before leaving to ensure enough time to coordinate with appropriate Troop Committee members. It is important that the boy be provided accurate advancement reports. It is the Scout's individual responsibility, however, to properly maintain his own Advancement and Merit Badge cards, and properly annotated Boy Scout Handbook.

On request for transfer, the Troop Quartermaster and Troop Librarian will check their records to see whether the Scout has anything signed out to him belonging to the troop. Transfers will not be issued until all troop property is returned or paid for in cash.

Troop Committee Membership/Enrollment and Advancement Chairpersons should maintain records on transferred Scouts for at least one year.

Section XIV, Discipline

Disciplinary problems will be resolved at the lowest possible level. If a Patrol Leader can not resolve a problem in his patrol, he will take the problem to the Patrol Leaders Council. The PLC will decide the matter and the Senior Patrol Leader will handle the situation from there. If a Junior Assistant Scoutmaster is registered with the troop, he will be the last youth involved with the problem, assisting the SPL in conflict resolution. In the event the SPL can not resolve the situation, the Scoutmaster, Assistant Scoutmaster, or any registered adult leader will become directly involved.

Persistent misbehavior or "Impossible" school schedules could result in a boy being recommended to "take a break" from extracurricular activities for a period of time when other strategies have failed to alleviate negative trends. With others a simple change to a nearby troop may be in the best interest of all involved.

The Troop Committee alone decides whether a boy will be removed from the troop. This is an extreme measure, used as a last resort after exhausting other approaches to maintain good order and discipline and to ensure the overall safety and welfare of Troop 228's membership.

Any discipline problem at any Scouting activity will be written up by an adult leader and documentation provided to both the PLC and Troop Committee for review and/or subsequent follow-up action.

In the event a situation arises that is not covered by this document, the Patrol Leaders Council together with the Scoutmaster, Assistant Scoutmaster(s), or any registered adult leader will attempt to resolve it. If it cannot be settled to everyone's satisfaction, then the Scoutmaster, Assistant Scoutmaster(s), or any other adult leader will seek the assistance of the Troop Committee Chairperson who will decide what plan of action is necessary and will have final say over the matter.

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Consequences will be appropriate and in proportion to the offensive behavior; for example, if a Scout is "playing with fire," he may be asked to present a FIREMAN CHIT class, or invite a local firefighter in as a guest speaker; if caught throwing rocks, he may be required to carry the Troop "Weather Rock" for a prescribed period of time.

If a boy elected to a patrol or troop leadership position does not complete the required training, or does not satisfactorily function in that position, he will be asked to step down from that position and will not be awarded time in that position towards rank advancement. Additionally, that individual may be asked to draft an outline describing the steps he needs to take in order to meet his requirements for advancement and include a projected timeline for doing so.

Requiring an asthmatic Scout to do twenty pushups in noontime heat may not be the most appropriate consequence for running through camp on the way to the KYBO. Clearly assess the situation before administering "discipline."

The important point to remember in disciplining an individual Scout is that Troop leadership's sole purpose in doing so is to educate the boy not punish him. Scouts should learn to behave in an appropriate and responsible manner in accordance with the Oath and Law they agreed to live by when signing the Boy Scouts of America Application form.

The Scoutmaster reserves the right to remove any Scout or Scouter from any Troop 228 activity for cause in the interests of personal and fiscal safety and to ensure that good order and discipline can be maintained.

Section XV, Miscellaneous Troop Policies and Procedures

The Scoutmaster, or his appointed designee, has the authority to approve, disapprove, remove, or terminate any Scout's participation at any troop-sponsored activity.

In the event it is necessary to cancel a scheduled troop activity or outing, the following **Troop Recall Procedure** will take place: the Scoutmaster will notify the Troop Committee Chairperson, the Assistant Scoutmaster(s), any Junior Assistant Scoutmaster(s) and the Senior Patrol Leader. The SPL will then notify the Assistant Senior Patrol Leader(s) and other PLC members. Patrol Leaders and Troop Guides will notify the members of their respective patrols. If there is no notification to the contrary, then assume the event is still on.

In the event of a Troop Mobilization, whether practice or in support of a local emergency crisis situation, the above Troop Recall procedure will be followed with the Patrol Leaders reporting back to the Scoutmaster the number of patrol members contacted and whether transportation to the assembly point is required.

Parents will be notified immediately if a Scout is seriously ill or injured at a Scouting activity. **Secondary emergency telephone number(s) is/are required for each participant.**

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Each Scout must provide the troop with a medical release form and parent permission slip signed by his parent/guardian before participation in any troop outing. The medical release form will be updated as needed to reflect changes in health or required medications.

Medications used while on a troop function must be turned in to the Scoutmaster, his/her designated assistant, or authorized medical personnel for dispensing. All medications must be in their original container with the prescribed dosage(s) attached. **The Scoutmaster must be advised of any and all medical conditions and/or special needs.**

Controlled substances: use of controlled substances by any person connected with Troop 228, not under a doctor's care, will not be tolerated.

Alcoholic Beverages: no alcoholic beverages are allowed or may be consumed at any function where Scouts of Troop 228 are present. Scouts, 18 years old or older, working at the Alamodome are advised to stay away from individuals who are drinking alcoholic beverages.

Tobacco: no tobacco product will be used by any Scout while at a Scout function; nor will tobacco products be used by Scouters in the presence of Scouts (discretion is the key).

Swearing: a Scout is clean. It's the eleventh point of the Scout Law. This refers to not only physical cleanliness, but purity of thought, word, and deed also. Profanity will not be tolerated in Troop 228.

Gambling is not allowed.

Firearms and Weapons: No personal sling shots, bows and arrows, darts, rifles, guns, or fireworks will be allowed at any Scouting function without the written permission of the Scoutmaster. When allowed on a given outing, all above listed items will be maintained and controlled by the Scoutmaster or his/her designated assistant.

Knife and Axe Rules: before a Scout can carry a pocket knife, or use an axe, he must have in his possession a TOTIN' CHIP card. Sheath knives will not be carried or worn on any Scouting activity (this is an Alamo Area Council Rule). They may be stored in patrol chuckboxes and used in the cooking area for preparing meals with prior approval of the Scoutmaster. Axes should not be used when a bow saw or wedge and mallet will do the job. The Troop maintains these tools in order to help facilitate training to fulfill various Scoutcraft requirements. Do not take your own on campouts. Any pocket knife or handheld folding knife is permissible.

Fires: before a Scout can be assigned fire duties, he must earn the FIREMAN CHIT. Fires will never be left unattended at any time. A fire is not considered "out" until it is "cold out," that is, cold to the touch by a bare hand. Safe fire practices will be observed at all times. Fire buckets full of water and/or sand will be kept close by. Scouts will not get close to fires with loose clothing that may brush against flames. No Troop 228 Scout will "play" with fire by poking sticks at it, stirring up ashes and sparks that could ignite clothing, tents, packs, etc., or playing with matches, candles, or lighters.

No fires of any kind (i.e., candles, lanterns, pocket heaters, or matches) will be used in or around tents.

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Section XVI, Amendments

These BYLAWS may be amended, changed, or deleted by the Troop Committee. The Patrol Leaders Council may amend these BYLAWS at any time by a two-thirds majority vote, and with approval of the Scoutmaster and Troop Committee.

Suggestions, questions, comments, and constructive criticism are welcome (see Section I, Troop Committee).

These BYLAWS will be reviewed at least annually in September and amended or changed accordingly by committee. Troop BYLAWS review committee will be designated by Troop Committee Chairman and made up of committee members and Scoutmasters. Their proposed actions will be weighed by Troop Committee agreement. (See Section I, Troop Committee, page 2)

In WITNESS whereof, each of the parties has caused these BYLAWS to be executed on the respective dates entered below and attested by their signature:

_____ date: _____
Chartering Organization Representative

_____ date: _____
Troop Committee Chairperson

_____ date: _____
Scoutmaster