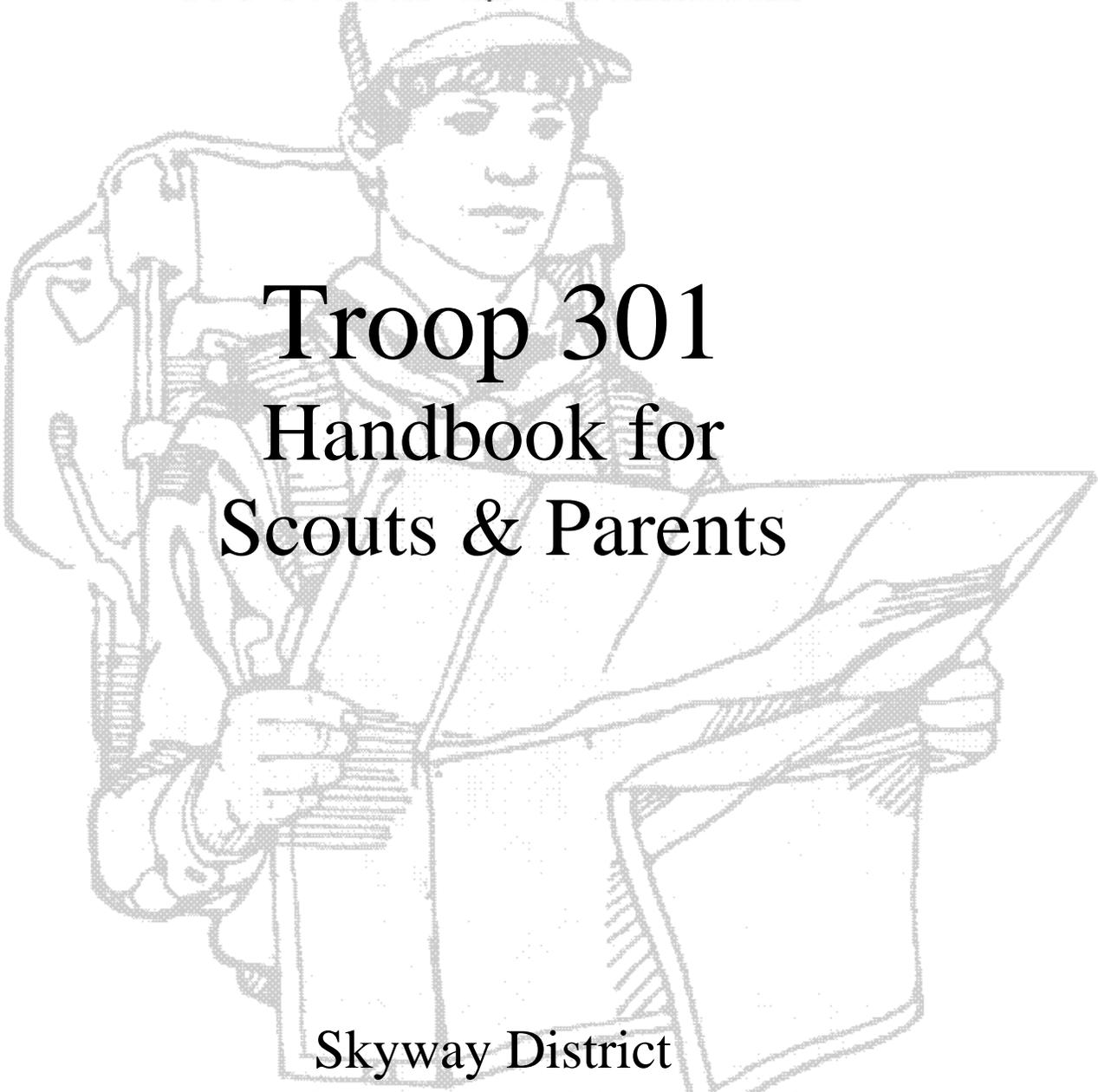


BOY SCOUTS  OF AMERICA®



Troop 301 Handbook for Scouts & Parents

Skyway District
West Central Florida Council
Boy Scouts of America
St. Petersburg, Florida



BOY SCOUTS OF AMERICA

TROOP 301

100 Pasadena Ave North
St Petersburg, Florida

Dear Scouts and Parents,

I would like to take a moment to welcome you to the Boy Scout family and most importantly to our troop, Florida's Finest, Troop 301.

Troop 301 was chartered in 1959 at Pasadena Presbyterian Church. We have an experienced group of adult leadership willing to lend their expertise to the program. We hope that you will also lend your time and experience to the troop. Our broad base of facilities and equipment enables us to have a comprehensive and active program to bring the best of Boy Scouting to our troop.

Your son is about to embark on a program of learning, adventure and advancement through the scouting ranks, each step opening new doors of opportunity, growth and knowledge. The Boy Scout advancement program is a subtle tool. It places a series of challenges in front of a Scout in a manner that should be fun and educational for the boy. As Scouts meet these challenges, they achieve the aims of Boy Scouting: to participate in citizenship, to grow in strength and character and to develop both physical and mental fitness.

We use several methods to accomplish these goals: Scouting adheres to a basic set of ideals set forth in the Scout Law and Oath. We utilize the patrol method to teach teamwork and how to function as a good citizen. The setting for most of the activities is the outdoors. As the boys make progress toward, and attain, goals they are recognized for their advancements. The scouts are helped along by their association with adults. It is remarkable to see personal growth as they learn to carry out service to others and come to understand their place in the world. Finally, the boys learn leadership by running their own troop and supervising other boys. All this time they are wrapped in a uniform that is recognized and admired the world over as a symbol of Boy Scouts. Everywhere they go they will be recognized and respected.

Along with this letter, you will find a copy of the "Troop 301 Handbook for Scouts and Parents." Please take the time to sit down and read this with your son. It will answer many of the questions that you may have. It also contains troop policies and valuable information.

If you have any additional questions please feel free to contact any of the adult leadership or myself. Thank you again, welcome to Boy Scouting and Troop 301.

Yours in Scouting,

Deborah L. Turner

Deborah L. Turner
Scoutmaster

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WELCOME

We welcome you to Troop 301 of the Boy Scouts of America! Troop 301 has been serving the boys of the St. Petersburg area since 1959 and we look forward to having you join us.



This handbook is written so that both the Scout and his parents will better understand what Scouting is, how it functions, what the Troop can do for you and what you can do for the Troop. Please don't hesitate to call any of the leaders if you have a question or a comment. We value your input.



Charter Organization Address:

Pasadena Presbyterian Church
100 Pasadena Avenue North
St Petersburg, FL 33710

Scout House Address:

129 Pinellas Way North
St Petersburg, FL 33710

Scout Shop Address:

11046 Johnson Blvd
Seminole, FL 33772
727.391.5373

Troop 301 Web page:

<http://www.stpetetroop301.org>

West Central Florida Council link:

<http://www.wcfcbsa.org>

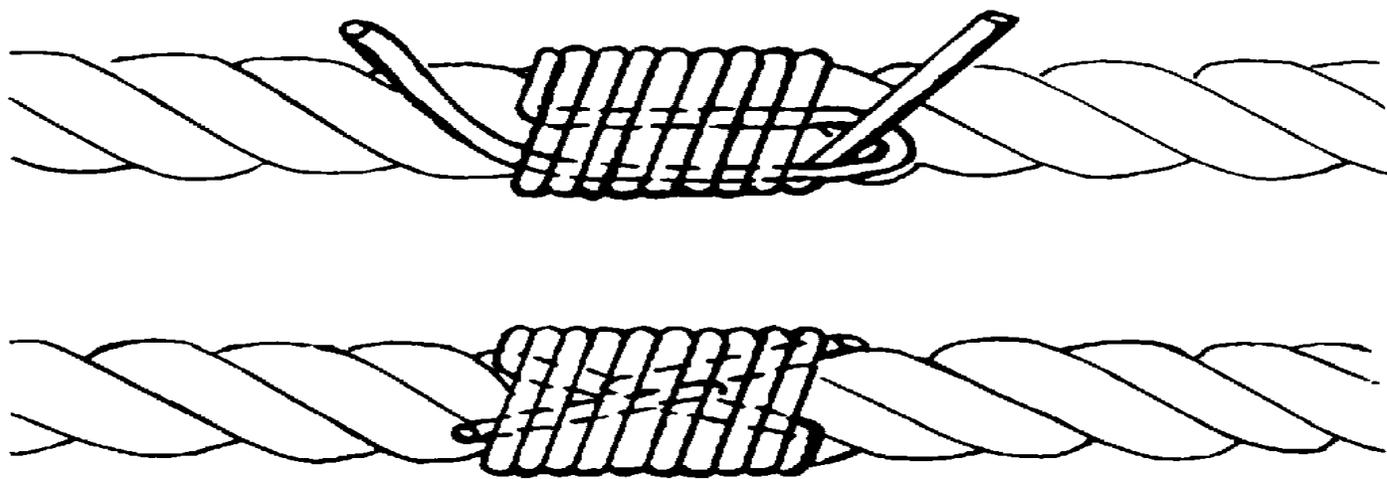
BSA link: <http://www.scouting.org>

THE AIMS OF SCOUTING

- **Growth in moral strength and character**
- **Participate in Citizenship**
- **Development in physical, mental, and emotional fitness**

The Scout Oath and Law give the boy guidelines for living. Growth in moral strength and character is one of the aims of Scouting. We encourage a boy to look at his personal qualifications; his values, his outlook, and hopes for the future. By developing his relationship to others, he learns about his obligation to other people, to the society he lives in, and to the government that presides over that society. This accomplishes our second aim of having a boy become a participating citizen. Problem solving, self-respect, and a fit body meet the final aim of Scouting--developing physical, mental, and emotional fitness.

Boy Scouting has developed 8 methods to accomplish these aims: Ideals, Patrols, Outdoors, Advancement, Adult Association, Personal Growth, and Leadership Development.



BOY SCOUT OATH

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

SCOUT LAW

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

SCOUT MOTTO

Be prepared.

SCOUT SLOGAN

Do a good turn daily.

SCOUT ORGANIZATION

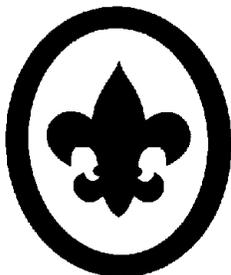
A Boy Scout troop is organized and administered by a Chartered Organization, which is granted a charter annually by the Boy Scouts of America. The Chartered Organization agrees to provide an adequate meeting place, and to select adults of good character to serve as Scoutmaster, Assistant Scoutmasters and Merit Badge Counselors. Troop 301 is chartered by The Pasadena Presbyterian Church.

The boys, with adult guidance, run a Boy Scout troop. The troop is made up of patrols, each consisting of from 5 to 8 boys, led by a Patrol Leader. The boy who leads the entire troop is the Senior Patrol Leader. The boys in the troop elect their leaders.

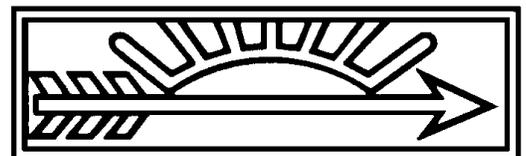
The Scoutmaster and the Assistant Scoutmasters administer the Scouting program as defined by the Troop Committee, which consists of the adult troop officers and interested parents and other individuals.

Troop 301 is part of the Skyway district made up of about 10 troops located in the southern part of Pinellas County. We share joint activities with other troops in the district such as camporees and training opportunities. The Skyway District is part of the West Central Florida Council consisting of Pinellas County and parts of Pasco County and whose headquarters is in Seminole. The Council provides professional support, program information, a Scout Shop, Council camps, and training opportunities for both boy and adult leaders. West Central Florida Council is part of the Southern Region. The Scouting program books, literature, etc. are the responsibility of the Boy Scouts of America, National Headquarters, located in Irvine, Texas. The West Central Florida Council phone number is 727-391-3800.

JOINING REQUIREMENTS



To join Boy Scouts, a boy must be between 11 and 18 years of age, or have completed the fifth grade, or have earned the Arrow of Light Award. If possible, the

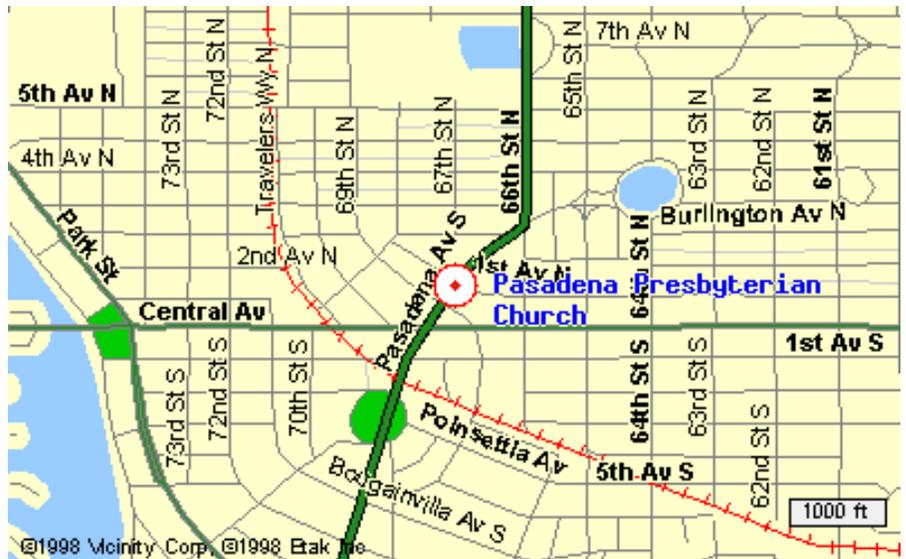


boy and his parents should visit a regular troop meeting where they

can observe the operation of the troop and ask questions. It is best to make an appointment through the Scoutmaster, or one of the assistants.

TROOP MEETINGS AND EVENTS

Troop 301 meets at the Schatzman Scout House located behind the Pasadena Presbyterian Church Tuesday nights from 7:00 until 9:00 PM. There are troop weekend campouts eleven times a year with the November or December campout traditionally being our family campout. Every summer the boys may attend a Summer Camp for a week of extended camping. At



Summer Camp they will have the opportunity to earn Merit Badges as well as participate in fun events such as canoeing and swimming. Each year the troop will attempt to provide a High Adventure trip for our older scouts. Also every four years, Scouts can attend the National Jamboree where tens of thousands of Scouts from all over the USA and foreign countries join together for an adventure they will never forget. Also every four years, but staggered to fall two years apart from the National Jamboree, is a World Jamboree (National and World Jamborees have additional age and rank requirements). All these events allow the Scouts to have fun with other boys and practice the skills they have learned.

LEADERSHIP TRAINING

An important part of Scouting is learning to be a leader. A Scout learns leadership through the patrol method in the troop, and at Junior Leader Training (JLT) conducted by the troop. At JLT, all the boys with troop positions are trained in their positions and boy leadership in general. Troop 301 wholeheartedly encourages this training.



PHYSICAL CONDITION

Scouting offers a wide range of activities. The safety of the scout is of uppermost concern to Troop 301. A medical history and permission form is required for all activities, and a physical exam is required for some activities, such as summer camp and high adventure programs. The troop is equipped with a First Aid Kit and adult leaders have First Aid training. It is very important that parents keep the Troop advised of a Scout's medical condition, medication, allergies, and conditions such as sleepwalking etc. ***All medicines (except immediate need medicines, i.e.: inhalers) must be kept and dispensed by an adult leader.*** The troop also must have current addresses, home numbers, work numbers and cell numbers. ***We must be able to reach a parent in an emergency!***

WHAT YOU WILL NEED

- *Scout Book*
- *Uniform*
- *A-Bag Equipment*

Scout Book

The first thing the new Scout needs is his personal copy of the Boy Scout Handbook. Book covers are available to help keep the book clean, dry and in one piece. This book is the Scouts textbook and his record of achievement, so it should be with him at every Scouting event. He should be sure to put his name on the outside cover so he can identify it.

Uniform

The Scout should be proud of his uniform and what it represents. As soon as possible, the new Scout should obtain his uniform. In the spirit of Scouting, the Scout is encouraged to earn his own money to buy his uniform. The Troop also maintains a uniform locker of outgrown uniforms available for all. Troop 301 recognizes that uniforms can be expensive and does not want to deny the scouting experience to any boy because of financial constraints. If these economic conditions are present, please see one of the adult leaders.

New uniforms and supplies are available from the Scout Shop located at 11046 Johnson Blvd, Seminole, FL 33772; phone no 727-391-5373.

BOY SCOUT UNIFORM INFORMATION

Description

Official Scout Shirt
Shoulder loops, red, 1 pair
Belt, olive web, w/ Boy Scout Buckle
West Central Florida Council patch
Numerals 3, 0 and 1 **
Neckerchief slide ***
badges)

Description

Patrol Patch
Short Pants or Long Pants
Scout (Troop) T-shirt (Class B)
Scout Socks with red band
Scout Hat
Merit Badge Sash (after earning merit

** A 301 special numeral patch is available for purchase from the troop.

*****Do not purchase a neckerchief. Troop 301 has a special neckerchief that will be earned. Until they earn their Troop 301 neckerchief a temporary plain one will be issued to them.**

Rank and leadership patches are furnished by the troop. Patches should be sewn on the uniform properly. See the uniform inspection guide found in the Boy Scout Handbook.

Full uniforms are to be worn at the following times:

- To and from all troop camping trips and sponsored outings.
- All troop meetings and Courts of Honor
- Scout Sunday
- Fund Raising Events
- Whenever specified by the Scoutmaster

Scout T-shirts (Class B) can be worn as approved by the Scoutmaster. Distracting clothing should not be worn. The troop has a custom designed neckerchief, which is the official neckerchief for the troop. It should be worn with a suitable slide, which can be purchased or hand made.

TROOP 301 A-BAG LIST

The A-bag, properly “filled up” will eliminate many of the problems that can occur on campouts. Mark all items with the scout’s name and troop number. A properly stocked A-Bag includes:

- Scout Handbook
- Mess Kit (plate, cup, knife, fork, spoon)
- Toilet Kit (soap, toothbrush, toothpaste, wash cloth, towel, shampoo, deodorant)
- Sewing Kit (buttons, thread, safety pins, needle)
- Personal First Aid Kit (band aids, adhesive tape, antiseptic)
- Complete Uniform
- Clothing (underwear, socks, bathing suit, extra footwear, poncho, light jacket)
- Flashlight
- Sleeping Bag
- Water Bottle
- Sunblock
- Insect repellent

Please Do Not Bring!

- Open toed shoes (sandals)
- Obscene T-shirts or shirts advertising alcohol or tobacco
- Electronic devices (games, music players, etc)
- Knives which do not meet BSA requirements
- Candy or soda
- Bad attitudes

FUNDRAISING

The BSA National Headquarters and the West Central Florida Council are supported mainly by the United Way and by Friends of Scouting contributions. The troop is supported by various fundraising activities. These funds are used to provide camping equipment, advancement badges, and other expenses associated with the local program. Each Scout and his parents have an equal responsibility to participate in fundraising activities.

PARENT PARTICIPATION

The involvement of parents is critical to the troop. Parents serve as role models and Scout Leaders – as Assistant Scoutmasters, Merit Badge Counselors and/or Troop Committee Members. The Scoutmaster and Assistants serve as advisors at the scout patrol level. Merit Badge Counselors work with individual scouts on merit badges. The committee operates more in an administrative role to ensure the Troop has the proper resources. All Parents are encouraged to attend weekly Troop meetings, monthly Committee meetings and monthly weekend campouts.

The assistance of parents is needed in fundraising activities, for transportation to campouts and other events, building projects, and repairing equipment. Parents are also needed to share their skills with the Scouts as Merit Badge Counselors.

Boy Scouts is a volunteer organization. Nobody in the troop is paid for his or her efforts. There are people who give a considerable amount of their time even though they do not currently have boys in the troop. Almost every Scouter started while their boy was in Scouts. We strive to teach the boys that whether it is the environment, our community, our church or Scouting, we each have an obligation to put back as much or more than we take. Each family has a responsibility to contribute where they can so that the boys can have the very best program possible.

Parental involvement sends a message to the child as to its importance to the parents. ***You are invited and encouraged to join our troop as a registered adult. Just ask any adult volunteer for information.***

Our Scout program is planned, and enjoyed by the Scouts with adult supervision, and some elements are designed for the family. Attendance on weekend campouts is permitted by family members. However due to insurance and other scouting regulations, family members that expect to go on more than one trip per year should register and become a member of the troop.

ADVANCEMENT

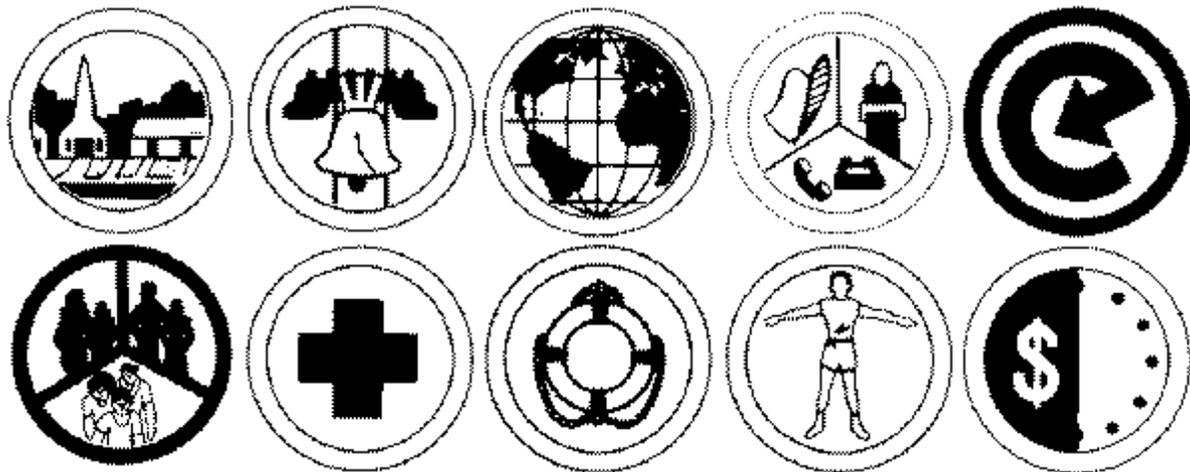
Rank and advancement are fully described in the Boy Scout Handbook. In general, the first four ranks, Scout, Tenderfoot, Second Class and First Class emphasize the basic skills of Scouting. The higher ranks of Star, Life and Eagle place more emphasis on leadership, service and earning merit badges.

MERIT BADGES



After learning the basic skills of Scouting, the Scout moves on to more in-depth skills. There are over 100 Merit Badges that the Scout can earn. Specific numbers of badges must be earned to advance from Star through Eagle and certain badges are required for Eagle (these are outlined in the Boy Scout Handbook.) Many Merit Badges are vocational or hobby oriented. The Merit Badges allow him to "sample" many different activities to determine where his interests may lie. Merit Badges are taught Merit Badge counselors who have knowledge about a particular badge. The counselor uses his or her experience and training to teach the Scout the material as well as certify that the Scout has met the requirements for the badge. There is a Merit Badge pamphlet in the Troop Library for many of the badges. The Scout should see the Troop Librarian to check out the pamphlet. After he has read the material he should ask the Advancement Committee Member or the Scoutmaster for a "blue card". This card is approved by the Scoutmaster and contains the name and phone number of the counselor assigned to work with the Scout on the badge. The Merit Badge Counselor signs and dates each requirement as it is approved and completes the card when finished.

The Scout presents the signed card to the Advancement Committee Member who records the badge in the Troop Records. The badge is usually presented to the Scout at the next Court of Honor.



RECOGNITION

One of the fundamentals of Scouting is achievement and recognition. The boy learns that in Scouting, as in life, achievements must be earned. He receives immediate feedback since, as he achieves a goal such as a Merit Badge or rank advancement, he is recognized for his achievement. This recognition is done before his peers, usually at the same troop meeting. Later, at the Court of Honor, he is recognized again before his peers as well as his family friends and relatives.



RELIGIOUS EMBLEMS



A Scout is expected to be faithful in his religious duties and respect the convictions of others. The Scout Law says "A Scout is Reverent". There are religious emblem programs in which a Scout, under the direction of his pastor, priest or other religious leader, can earn a special religious award for his particular faith. Upon completion, he is awarded a medal to be worn on his uniform for special occasions, such as Courts of Honor. A knot is worn on the uniform to indicate he has earned the medal, when he is not actually wearing the medal.

ORDER OF THE ARROW

The Order of the Arrow, or OA, is a brotherhood of honored campers. Scouts become candidates for OA by being elected by their fellow Scouts as best exemplifying the Scout Oath and Law. They are "called out" in a special ceremony. They must then prove themselves at an OA Ordeal where they are to reflect upon their Scouting life and obtain a deeper understanding of the Order. The adult members of the troop can recommend one adult per troop per year to the OA Committee.



TROOP POLICIES

MEMBERSHIP

- In order to become a Boy Scout, you must: be a boy who has completed the fifth grade or have earned the Arrow of Light; or be between 11 and 18 years old; and complete the Boy Scout joining requirements.
- A Scout must be a registered member to wear the Scout uniform.
- Each scout must maintain active status to be eligible for advancement, election or appointment to a troop leadership position. Active status is defined as attending at least 2/3 of troop functions since his last rank advancement (excluding excused absences) and payment of all troop dues and fees.
- To become a Boy Scout all applicants must fulfill the joining requirements as stated in the Boy Scout handbook.
- All adult leaders must meet requirements set forth by the BSA before assuming leadership Troop 301.
- A Scoutmaster's conference with at least one parent present may be required if:
 - a. A Scout is absent from all Troop activities for one month or
 - b. A Scout misses four consecutive monthly campouts.

After completion of the Scoutmaster's conference, the scoutmaster will make a recommendation to the Troop Committee. The Troop Committee will then decide what additional action, if any, will be taken.

REGISTRATION AND DUES

1. Troop members are responsible for the annual National BSA registration fee of \$10.00 plus the BSA insurance fee of \$1.00 or \$1.00 transfer fee if the applicant has an un-expired membership certificate. In addition, troop dues of \$12.00 per year (\$1.00 per month) are due at annual re-chartering and re-registering of the troop, which occurs each year in February.
2. If a subscription to Boys Life magazine is desired, \$12.00 will be added to the registration fee at sign up or re-chartering. The Subscription to Boys' Life Magazine is encouraged but not required.
3. In an effort to encourage the boy to earn part of the money for his Scouting activities, credit may be given to each Scout on a per hour or percentage basis, as determined by the Troop Committee, for participation in fund raisers. Any credit earned will be added to his "Scout Bucks Account" to pay for activity fees or Camping fees.
4. Scouts are encouraged to earn money to pay for their equipment and or activity fees, etc. Some of the Troop Fund Raising functions, as determined by the Troop Committee, provide opportunities for a Scout to earn money to be directed to his "Scout Bucks Account" with the Troop. The funds may be used to pay camp fees, purchase BSA equipment etc. If a Scout leaves the Troop, any balance remaining in the "Scout Bucks Account" can be transferred to the new Troop or he can obtain reimbursement for Official Scout items purchased by presenting a receipt to the Troop treasurer. At no time will cash be distributed to the Scout. If a former Troop member returns to the Troop, any previously forfeited balance will not be reinstated.
5. Scouters (Adult Leaders, Committee Members) are responsible for paying their annual registration.
6. All adults are encouraged to attend and participate in Troop Committee meetings and Troop functions.
7. Troop 301 does not want any boy to miss the benefits of Scouting due to financial constraints. Please contact one of the adult leaders with whom you feel comfortable if there is financial reason a boy cannot attend an event. We will try to find a way to it possible.

TROOP ACTIVITIES



1. The Troop schedules over 50 activities per year, which may include:
 - a. Weekly meetings on Tuesdays from 7:00 PM to 9:00 PM except Christmas break and summer camp week.
 - b. Scouting for Food bag distribution and pick up.
 - c. Campouts, at the Troop level, and in conjunction with the District or Council.
 - d. Long-term (one week) Summer Camp at an official BSA camp, or troop high adventure trip.
 - e. Fund raising activities. These activities are to be shared by all the boys in the Troop. Each boy is expected to participate in at least two-thirds of these activities. Fund raising allows the Troop to provide the program at a lower cost to the family and enables the Scout to earn some of his expenses.
 - f. At least two Courts of Honor are scheduled during the year.
 - g. Special Eagle Courts of Honor.
2. The Troop will follow BSA Youth Protection Guidelines during each and every activity. At least one adult accredited in Youth Protection will be in attendance at each activity or the activity will be canceled.
3. All activities must have ample adult leadership and supervision (minimum of two adults for every activity).
4. UNLESS SPECIFIED BY SCOUTMASTER the approved Class 'A' uniform is required at all Troop activities.
5. All Scouts are expected to bring pencil, pad, and the Official Scout Handbook to all Scout functions.
6. Attendance will be taken by the Troop Scribe and recorded. Attendance is used to determine active status and participation for campouts and advancement.

CAMPOUTS

1. The Troop will schedule at least one activity per month. Campouts will make up most of these activities. The Troop normally leaves the Schatzman Scout House on Friday at 6:00 PM and returns between 1:00 PM and 3:00 PM on Sunday.
2. A minimum of two adults must be at each campout at all times.
3. Scouts must attend at least two (2) meetings per month in order to participate in the campouts, one of which is the meeting immediately prior to the campout. The Scoutmaster must approve all exceptions.
4. The program for each campout will include a non-denominational Devotional Service conducted by the Chaplain Aide. Attendance in full Scout uniform is required.
5. The Scout must bring his food money (usually \$ 11.00) to the Troop meeting preceding the campout.
6. Each Patrol will plan their menu and have it approved by the Scoutmaster prior to the campout. All Scouts will adhere to their patrol menu. Parents should advise the Scoutmaster of special dietary needs.
7. Volatile fuel on campouts is with adult supervision only and should be limited to fuel for lanterns and cooking stoves. Fuel will be provided by the Troop. Parents should insure that Scouts do not bring any flammable fuel to campouts. Tent heaters are prohibited. No lanterns or other flames are allowed in tents.
8. Only Scouts may attend campouts, except parents or other invited adults or prospects for the Troop. Non registered prospects must complete the Boy Scout application and have parental permission. New Scouts entering the troop are required to attend three meetings prior to going camping with the Troop. This is to insure that the new Scout has time to become comfortable and adjust to the troop, and also gives the boy time to learn basic Scouting and camping skills.



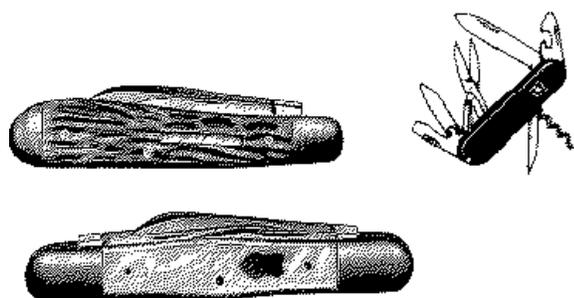
9. Swimming and other water activities will be allowed only with qualified and approved adult supervision. No Scout may participate without a life preserver until he passes current BSA swimming requirements (Scouts First Class or above have met the requirements, others must qualify before participating). A Scout may be required to demonstrate swimming proficiency. BSA Safe Swim Defense policies will be adhered to. **NO EXCEPTIONS WILL BE MADE.**



10. Coast Guard approved life preservers are required for all boating activities. BSA Safety Afloat policies will be adhered to.

11. Knife and tool safety will be observed at all times.

- a. Scouts must not carry a knife unless they have earned the "Totin Chip." The privilege to carry a knife may be taken away for unsafe conduct.
- b. Sheath knives are not allowed (blade must fold up). *Blades cannot exceed a length of 3 inches.*



12. All Scouts attending either Summer Camp or High Adventure must have current physical exam forms and medical treatment releases.

13. The Troop will **ALWAYS** leave the campground or facility in better condition than when the Troop arrived. All Scouts and Scouters must understand there will be no littering. Burnable trash may be burned in a campfire. Trash not burned will be carried home or to a designated disposal point.

14. The Scoutmaster or Assistant Scoutmaster may evict or restrict any Scout from further participation for unacceptable conduct. This may include sending a boy home. If the event is more than 50 miles from St Petersburg, or the parent cannot pick the boy up when less than 50 miles from St. Petersburg, the parent is financially responsible for whatever public transportation is deemed necessary by the Scoutmaster for the safe return of the boy. In such case, the adult leadership will contact the parent/guardian, or other contacts noted on the health form, prior to sending the boy home. Such an offense will require a Scoutmaster conference with the Scout and at least one parent at the first meeting following the incident.

ADVANCEMENT

1. Each Scout is expected to advance at least one rank per year up to the rank of Life Scout.
2. Tenderfoot to First Class rank requirements may be signed off by an adult leader or a Scout designated by the Scoutmaster (normally Star Scouts and above).
3. Only a registered Merit Badge Counselor may sign off merit Badges.
4. A Board of Review will be conducted to determine if a scout is eligible for rank advancement. The Board of Review will be scheduled and planned in advance. Attendance records and advancement records will be furnished in sufficient time to be reviewed by the Board. (Note: the Eagle board of review requires a District Advancement representative in attendance. They must be scheduled well in advance.)

TROOP ELECTIONS



1. Elections will be held twice per year in February and August.
2. Each Scout must meet the active status requirements as outlined earlier eligible for troop office and must attend at least seventy-five percent of other troop meetings and activities.
3. To be elected to office, a Scout should have the following:
 - a. Senior Patrol Leader must be Star Rank or higher and Assistant Senior Patrol Leader must be First Class rank or higher.
 - b. The Patrol Leader and Assistant Patrol Leader should have the rank of First Class or higher (except leaders of New Scout Patrols, who will be assigned by the Troop Guide).
 - c. Troop Scribe, Quartermaster, Chaplain Aide, Librarian, Bugler and Historian should have the rank of Second Class or higher. They are appointed by the Senior Patrol Leader with the concurrence of the Scout Master.
 - d. Should there not be enough eligible Scouts under these rules to fill Troop offices, the Scoutmaster may establish alternate requirements, as necessary, to fill that term of office.
 - e. Once elected, all Junior Leaders are expected and encouraged to attend Troop Junior Leader Training.
4. Scouts declining a nomination for an office without sufficient reason determined by the Scoutmaster, shall not be eligible for any other office or appointed position for that term
5. Scouts who are eligible will announce their intention to run for a specific Troop office. Beginning with SPL, each candidate may present his qualifications, interest and motivation for seeking the position. Election shall be by secret ballot. A Scout who is not selected for SPL may then run for ASPL.
 - a. If no Scout runs for a particular office, nominations will be taken for that office.
 - b. The term of office is six months.
6. A Scout may not hold the same office for more than two consecutive terms.
7. A quorum of two-thirds of the active members must be present before the election will be conducted.

UNIFORMS

1. The approved BSA uniform shirt and neckerchief are required with a belt and uniform shorts or long pants being recommended.
 - a. The activity uniform, such as official Troop T-shirts, may be worn when designated by the Scoutmaster.
 - b. The official uniform, as designated by the Scoutmaster, must be worn to and from campouts / functions and during the devotional service.
2. New members are given two months to acquire a proper uniform. Older Scouts are encouraged to give their "experienced" uniforms to the Troop Quartermaster to be made available to new Scouts.
3. Only BSA or Troop approved neckerchiefs will be allowed.
4. Socks must be worn with shoes.
5. Members of Troop 301 are expected to be proud of their uniform and to wear them proudly. Uniform shirts are to be tucked in and buttoned.
6. Hats other than Scout hats are not to be worn with the scout uniform.
7. Uniform inspections will be held periodically.



CODE OF CONDUCT FOR SCOUTS AND SCOUTERS

1. All Scouts and Scouters are required to subscribe to the Scout Oath and Scout Law.
2. All Scouts and Scouters are required to exhibit "Scout Spirit" which is defined as the daily living of the Scout Oath and Scout law.
3. The use of alcoholic beverages or foul language is absolutely prohibited at all Scout Functions.
4. When authorized by the Scoutmaster, clothing other than the uniform may be worn at scout functions. At no time will clothing that bears advertisement for alcohol or tobacco, or sexually explicit slogans, foul language or other inappropriate statements (as determined by the Scoutmaster) be allowed at Scout functions.
5. The use of tobacco by Scouts is prohibited.
6. The use of tobacco by adults should be with discretion per BSA policy.
7. Adults should set the example and not be disruptive or distracting during Troop meetings.
8. **There will be no hazing in Troop 301.**

TROOP 301 DISCIPLINE POLICY

This policy was developed and is set forth by the Patrol Leaders Council.

If a Scout breaks the rules outlined in the Troop Policy, one or more of the following four steps will take place.

1. The scout will be given a verbal warning.
2. The Patrol Leader will have a conference with the Scout.
3. The Senior Patrol Leader will have a conference with the Scout.
4. The Scout will be removed from the meeting or function and will be required to attend a Scoutmaster Conference with a parent before he can attend another Scout function.

BOY LEADER JOB DESCRIPTIONS

SENIOR PATROL LEADER (SPL)

- Preside at all troops meetings, events and activities.
- Chairman of the Patrol Leaders' Council (PLC).
- Assigns duties and responsibilities to other leaders.



ASSISTANT SENIOR PATROL LEADER (ASPL)



- Takes over troop leadership in the absence of the SPL.
- Helps lead meetings and activities.
- Trains and guides Patrol Leaders.
- Performs assignments as directed by the SPL.

JUNIOR ASSISTANT SCOUTMASTER

- Must be Eagle rank, age 16 or more.
- Supervises and helps Troop Scribe, Librarian, Quartermaster, Historian, Chaplain Aide and Instructors.
- Works with Cub and WEBELOS den Chiefs.



SCRIBE

- Records troop attendance.
- Takes minutes at Patrol Leaders' Council meetings.



QUARTERMASTER



- Keep records of patrol and troop equipment.
- Keeps equipment in good repair.
- Checks out equipment and sees that it is returned, complete, and in good condition.
- Suggests new or replacement items needed to the Scout Master, or Assistant Scout Master.

HISTORIAN

- Gathers pictures and facts about past troop activities and keeps them in permanent form such as scrapbooks or wall displays.
- Takes pictures of troop activities for the troop scrapbook or wall display.
- Takes care of troop trophies and keepsakes.
- Helps the chartered organization and troop leadership in making use of troop historical material.



INSTRUCTOR

- Teaches Scout skills according to his abilities.



LIBRARIAN

- Keep records of literature owned by the troop.
- Advises SPL or Scoutmaster of missing items or the need for new or replacement items.
- Checks out literature at troop meetings and follows up on late returns.



CHAPLAIN AIDE



- Assists in troop planning to consider religious holidays in planning and include religious observances in activities.
- Works with his Pastor, Youth Minister or Troop Chaplain in preparing and conducting religious services at troop activities.
- Informs Scouts of religious emblem program of their faith and encourages them to earn the emblem.

TROOP GUIDE



- Works as the advisor to the New Scout Patrol, and teaches new skills for advancement. Develops leadership skills in Patrol Leaders in New Scout Patrol.
- Works with New Scout Patrol to make sure each Scout advances to First Class in the first year.
- Works closely with Assistant Scoutmaster in charge of the New Scout Patrol.
- Represents New Scout Patrol at PLC meetings.
- Sets an example for the New Scout Patrol in conduct and uniform.

PATROL LEADER

- Represents his patrol at PLC meetings.
- Informs his patrol of PLC decisions and troop events.
- Sets the example in conduct, scout spirit, uniform and the ideals of Scouting.
- Keeps aware of advancement needs of members of his patrol.
- Leads fairly and impartially.
- Plans patrol activities outside of troop activities Encourages his patrol to be the best in the troop by advancement, learning and teaching skills, working together, and earning awards such as the Baden Powell Patrol Award.



ASSISTANT PATROL LEADER

- Takes over the patrol in the absence of the Patrol Leader.
- Assists the Patrol Leader as needed, and strives to maintain the same qualifications as the Patrol Leader.

