



SCOUTS BSA TROOP797

Bylaws, Policies, and Procedures (Revised – 2024)

First _____ Middle _____ Last _____

DOB ____ / ____ / ____ Grade _____ Rank _____

INTRODUCTION

These Bylaws for Boy Scout Troop 797 provide important information about the organization and operation of the troop. Here's a breakdown of the key points in these Bylaws:

- **Purpose of the Boy Scouts of America (BSA):** The BSA aims to promote citizenship, develop character, and enhance the physical and mental fitness of America's youth. This outlines the broader mission and values that Troop 797 aligns with.
- **Purpose of these Bylaws:** These Bylaws are intended to provide guidance to key leaders within Troop 797, including the Senior Patrol Leader, Scout Leadership, and Scoutmaster. The Scoutmaster is responsible for enforcing these policies and encouraging compliance with the help of advice found in BSA publications.
- **Additional Guidance:** Alongside these Bylaws, Troop 797 will follow guidelines from The Boy Scout Handbook and the Guide to Safe Scouting, which are recognized BSA resources for Scouting activities.
- **Sponsor and Affiliation:** Troop 797 is sponsored by Ismaili Council For USA, BSA, Soaring Arrowhead District. This sponsorship and affiliation provide support and resources to the troop.
- **Governing Body:** The governing body of Troop 797 is the Troop Committee, which consists of parents of Boy Scouts within the troop and other Scouting adults. This committee plays a crucial role in decision-making and troop management.
- **Goal:** The troop's goal, in line with the Boy Scout Motto, "Be Prepared," is to create opportunities for each Boy Scout to reach their fullest potential as individuals and as contributors to society. This goal emphasizes personal development and community involvement.
- **Systematic Approach:** To achieve their goals systematically and orderly, the Troop Committee has established these Bylaws. These Bylaws serve as a set of rules and guidelines for the operation and management of Troop 797.

Overall, these Bylaws outline the purpose, affiliation, governance structure, and goals of Boy Scout Troop 797, while emphasizing alignment with the values and principles of the Boy Scouts of America.

1. Eligibility for Membership

- **Age Requirement:** Boys must be between the ages of 11 to 17 years old to join Boys Scouts and be registered with the BSA.



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- **Uniform and Equipment:** Each Scout must own a complete official uniform, a Scout Book, and a first aid kit.
- **Uniform Expectations:** Scouts are expected to wear their Field (Full Scout) Uniform for all rank advancements, including ScoutMaster Conference (SMC), Board of Review (BOR), Court of Honor, and when participating in public events like flag ceremonies.
- **Regular Meeting Attire:** For regular meetings and outdoor day activities, Scouts should wear the Scout Shirt with either jeans or cargo shorts unless advised otherwise to wear the Activity T-shirt.
- **Adult Volunteers:** Any parent or adult wishing to serve in the Troop in any capacity must fill out a BSA Adult Application, provide the necessary information, and undergo a background check. They must also comply with BSA requirements.
- **Registration Fee:** The total registration fee for the Scouting year is **\$325**, covering activities organized by the Troop or district.
- **Parent Registration:** At least one parent is expected to fill out the adult registration form.
- **New Scout Registration:** New Scouts can only register into Troop 797 if they are transferring from Cub Scout after successfully completing the Arrow of Light, or if they are transferring from another Boy Scouts Troop after at least one year of participation and are currently registered with BSA.

These guidelines provide a clear outline of the requirements and expectations for both Scouts and adult volunteers within Troop 797.

2. Participation:

- **Meeting Duration:** Troop meetings are expected to last approximately 2-3 hours, while the hours for outdoor troop activities may vary depending on the specific event.
- **Camping Requirements:** The troop plans to hold three camps each year, each lasting two nights. Scouts participating in camps lasting more than 72 hours must have a valid Medical Form on file with the doctor's signature and stamp.
- **Participation Records:** The troop will maintain its own log of Scouts' participation in meetings and events/activities.
- **Scout Record Keeping:** Scouts are recommended to maintain their own records in their Boy Scout Book of participation in meetings, activities, and events, including obtaining necessary signatures. This record can help determine readiness and active participation for their advancement.
- **Punctuality and Attendance:** Scouts are expected to arrive on time for meetings. Arriving late by more than 10 minutes or leaving before the meeting concludes may be counted as an absence. Scouts cannot leave a meeting or troop activity without informing the Scoutmaster.



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- **Participation Requirements:** Each Scout is expected to be active in the troop, with a target of 11 out of 14 or 75% attendance in regular meetings and attendance at 2 out of 3 outdoor events or camps leading up to the date of advancement.
- **Leadership Roles:** While working on Star, Life, Eagle, and Palm ranks, Scouts are expected to serve in leadership positions with active participation during waiting periods.
- **Punctuality for Events:** Punctuality is crucial for any troop event, including departing to and from campsites or other troop events. Scouts are expected to be on time for these activities. These guidelines emphasize the importance of active participation, record-keeping, punctuality, and leadership development within Troop 797. Scouts are encouraged to be engaged members of the troop and take their responsibilities seriously as they work toward advancement in the Scouting program.

3. Absences:

- **Excused Absences:** Excused absences will be evaluated on a case-by-case basis and will be subject to approval by the Committee. Any necessary verification may be required to validate the absence.
- **Extracurricular Activities:** Absences due to participation in other optional or voluntary extracurricular activities, such as Jamati events, soccer games, basketball games, etc., will NOT be considered excused absences. Troop activities and meetings are a priority, and Scouts are expected to prioritize their Troop commitments over optional extracurricular activities.

4. Advancement:

- **Summer Months and Waiting Period:** Summer months may not count towards the waiting period for Star, Life, and Eagle ranks due to limited Troop meetings during those months.
- **Advancement in Accordance with Official Documents:** Advancement from one rank to the next will strictly follow the guidelines outlined in the "Guide to Advancement" from Scouts BSA (Document #330881) and "Boy Scouts Requirements" (Document #34765).
- **Scout Responsibility for Advancement:** It is the Scout's responsibility, not their parents' or Troop leaders', to complete all requirements needed to advance in ranks.
- **Preparation for Board of Review (BOR):** Before a Board of Review (BOR), each Scout is expected to meet with the Advancement chair, or a designated leader appointed by the Scoutmaster or Advancement chair to review the requirements and readiness for the BOR.
- **Scoutmaster Conference (SMC) and BOR Timing:** Scouts are expected to complete a Scoutmaster Conference (SMC) before requesting a BOR. It is recommended that Scouts take sufficient time to prepare for the BOR with their experiences, and therefore, the BOR should not be conducted on the same day as the SMC.



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- **Parent Involvement in BOR:** Generally, a parent cannot be part of the BOR team for their own son, except under special circumstances.
- **BOR Panel Approval:** The BOR panel must unanimously approve the rank. If a Scout fails to relate their experiences and activities to fulfill the requirements, the panel can deny advancement. In such cases, the Scout will be notified of the necessary actions to remediate.
- **Proper Rank Patch:** Scouts are expected to wear the proper rank patch on their Scout shirt to reflect their current rank.
- **Eagle Project and Application Review:** Eagle Project Proposals, Eagle Applications, or Eagle folder reviews are expected to be conducted in a Scout meeting or any Troop 797 activity. Life Scouts approaching their 18th birthday are advised to plan to avoid time constraints. Exceptional circumstances may allow a Scout to meet with the Scoutmaster, Committee Chair, Advancement Chair, and two adult leaders always.
- **Leadership Roles:** Scouts who have completed the First-Class rank and higher will be elected or assigned a leadership role required for Star, Life, and Eagle rank advancement. If a Scout does not perform as expected, the Scoutmaster may review and potentially relieve them of their leadership position.
- **Swimming and Lifesaving Merit Badge Requirements:** Second Class and First-Class requirements linked with the Swimming and Lifesaving merit badges may be allowed to be completed at a facility like the YMCA, but this must be approved by the Scoutmaster and always supervised by two adult leaders.

5. Service Hours Requirement:

- Understood. It's specified that the STAR and LIFE rank requirements related to service hours must be approved by the Scoutmaster. This means that before a Scout can complete these service hour requirements, they must seek approval and guidance from the Scoutmaster to ensure that the service project or hours meet the criteria set forth by the Troop and the BSA for these specific ranks. This helps ensure that service projects are meaningful, appropriate, and align with the values and goals of Scouting.

6. Eagle Projects:

- **Eagle Project Planning and Execution:** Eagle candidates are responsible for planning, leading, and executing their own Eagle Scout projects. While they can begin planning at any time, they must only start working on the project after successfully completing their Life Board of Review (BOR).
- **Challenging and Individual Projects:** Eagle projects should be challenging and worthy of an Eagle Scout, but they should be of a scale that allows only one candidate to work on each project. In other words, no two or more candidates can collaborate on a single project.
- **Announcing Project Details:** To receive help and support from other Scouts, each Eagle candidate is required to announce the details of their project at Scout meetings, on the Troop's



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WhatsApp group chat, through the Troop's email list, and on the Troop website. This ensures that candidates engage their Scout peers and the community, demonstrating their commitment to delivering a high-quality service project for the community.

Merit Badges:

- **Individual Advancement:** It is emphasized that no two Scouts are expected to advance simultaneously or work on or complete the requirements for the same merit badges at the same time. There should be no comparison between any two Scouts in this regard. Each Scout progresses at their own pace and based on their individual interests and abilities.
- **Camping Merit Badge at Summer Camp:** The Camping merit badge must be completed at the Troop's Summer Camp or any BSA authorized 7 days camp. This requirement encourages Scouts to gain practical camping experience in a structured camp setting.
- **Consulting Merit Badge Counselor:** Scouts are strongly advised to consult with the Troop's Merit Badge Counselor before enrolling in any Eagle-required merit badges. This consultation is intended to help Scouts fully understand the prerequisites and requirements for these merit badges, which can assist them in completing the badges without getting stuck in the partial stage.
- **Approval for Elective Merit Badges:** Scouts have the option to complete elective merit badges at any Merit Badge event of their choice, provided they receive prior approval from the Scoutmaster before getting the blue card issued.
- **Merit Badge Worksheets:** Merit badge worksheets are recommended as a supplemental tool to help track Scouts' progress on any merit badge, especially partial merit badges. Once the partial merit badges are completed, the signed blue card must be turned in to the Merit Badge Counselor.
- **Advancement Concerns:** Parents should not approach any adult leader with advancement-related concerns. Scouts are encouraged to discuss these concerns first with the Senior Patrol Leader (SPL) and Scoutmaster and then with the Advancement Coordinator.
- **Required Merit Badges:** The Swimming, Lifesaving, and Camping merit badges are required to receive the rank of Eagle Scout. There will be some exceptions based on case by case situation, with Scoutmaster's approval.
- **Recommended Completion at Summer Camp:** Swimming and Lifesaving merit badges are recommended to be completed at summer camp. Scouts with medical or physical limitations can request possible exceptions, which are subject to Scoutmaster's approval.
- **Advance Registration for Merit Badge Events:** Scouts are expected to register for merit badge events in advance, especially when registration is at the Troop level. Blue cards must be collected from the merit badge coordinator.
- **Merit Badge Selections:** Once merit badge registration is finalized, changes to merit badge selections will not be allowed.



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- **Deadlines for Registration:** Scouts are required to observe deadlines for registering for merit badge fairs and summer/winter camps. Meeting these deadlines ensures timely participation in these events.

8. Discipline and Disciplinary Action:

- o **NO** electronic devices like cell phones, iPods, and iPads are strictly prohibited during troop activities unless permitted by an adult leader. If a Scout is caught with one, it will be confiscated and returned to their parents. Below are two levels of disciplinary action that will be taken.
 - o Troop has a zero-tolerance policy as follows.
- **Level 1:**
If the Scout caught with any form of drugs, alcohol or any illegal substances will be expelled from troop and reported to the Boy Scouts of America (BSA)
 - **Level 2:**
If the Scout is caught for inappropriate behavior, foul language, bullying, Pushing, or any form of misbehavior. Scouts found engaging in such behavior will face serious disciplinary consequences, which may include suspension or expulsion from the troop and reporting to the Boy Scouts of America (BSA). Additionally, electronic devices like cell phones, iPods, and iPads are strictly prohibited during troop activities. If a Scout is caught with one, it will be confiscated and returned to their parents.
- **1st Offense:** The Scout will receive a warning from the Senior Patrol Leader and/or Asst Scoutmaster.
 - **2nd Offense:** The Scout will receive a written warning and have a talk with an adult leader Asst Scoutmaster and/or Scoutmaster in the Troop, and the parents will be notified.
 - **3rd Offense:** Parents will be contacted, and a meeting will be scheduled with the Scout, his parents, the Scoutmaster, and the Committee Chairman. At this meeting, the Scout and his parents will be informed that he will be put on probation for a period not to exceed 90 days. During probation, the Scout can attend regular Troop meetings with a parent but cannot attend other Troop activities.
After the end of the suspension period, the Scout will need to contact the Scoutmaster to set up a meeting. This meeting will involve the Scout, his parents, the Scoutmaster, and the Committee Chairman. During this meeting, the Scout will need to express his interest in fully participating in the Troop's activities and events and agree to abide by Troop 797's bylaws.
 - **4th Offense:** If a Scout's behavior continues to be a problem despite previous warnings and disciplinary actions, the troop will take further steps to address the issue. The parents will be contacted once more, and a meeting will be arranged involving the Scout, their parents, the Scoutmaster, and the Committee Chairman. During this meeting, it will be communicated to the Scout and their parents that the Scout will be terminated from the troop and will no longer be allowed to participate. This is a serious measure taken to ensure the safety and well-being of all members and to maintain the troop's standards of conduct.



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9. Miscellaneous:

- **Parent Attendance:** Parents are not allowed in any part of Troop 797 meetings, camps, or activities. This encourages a Scout-led environment and fosters independence among the Scouts.
- **Health Form Validity:** Health forms will be valid for one year from the date of signature by the doctor's office. Health forms that are not stamped by the doctor's office may be subject to verification by the Troop Committee and the doctor's office.
- **Fraudulent Documents:** Submitting fake documents or any kind of fraudulent medical forms can result in severe penalties and/or dismissal from the Troop. Honesty and integrity are fundamental values in Scouting.
- **National Youth Leadership Training (NYLT):** NYLT is highly recommended by the Troop. It is an action-packed, six-day, council-sponsored program designed to provide Boy Scouts with leadership skills and experience. Completing NYLT before the Eagle Board of Review is encouraged.
- **Photography and Image Sharing:** Troop 797 uses various resources to publicize Troop activities and events. Scouts and parents should be aware that photography or other electronic images that include them may be shared by the Troop or district for promotional or informational purposes.
- **Cyber Chip Certification:** Scouts must certify their pledge to the Cyber Chip every year prior to yearly registration. This emphasizes the importance of responsible and safe online behavior and digital citizenship.

10. Acknowledgement:

Signed below, the Scout and his parents acknowledge the receipt of the Troop Bylaws, contained in this document, and understand and agree to each of the Bylaws listed above:

Parent Signature _____ Scout Signature _____

Parent Name _____ Scout Name _____

Date Signed _____ Date Signed _____