

**I. Fees and Dues**

A. New Scout Registration Fee – a registration fee of \$50.00 will be charged upon initial application to join Boy Scout Troop 701. This fee will cover the following items:

1. BSA Registration ( 1-year )
2. Subscription to Boy's Life Magazine ( 1-year )
3. Council Liability Insurance ( 1-year )
4. Troop Equipment Usage
5. Awards at Court of Honor Ceremonies

B. Scouts Crossing-over from Cub Scouts – a registration fee of \$35.00 will be charged upon initial application to join Boy Scout Troop 701. This fee will cover the following items:

1. BSA Registration ( thru December )
2. Subscription to Boy's Life Magazine ( thru December )
3. Council Liability Insurance ( thru December )
4. Troop Equipment Usage
5. Awards at Court of Honor Ceremonies

C. Scouts Transferring from another Troop – a registration fee of \$35.00 will be charged upon initial application to join Boy Scout Troop 701. This fee will cover the following items:

1. BSA Registration ( thru December )
2. Subscription to Boy's Life Magazine ( thru December )
3. Council Liability Insurance ( thru December )
4. Troop Equipment Usage
5. Awards at Court of Honor Ceremonies

D. New Member Supplies Available for Purchase from Troop 701 – one benefit

Troop 701 offers to its families is a mobile Scout Shop. The following supplies are required for full involvement in the Scouting program and available for purchase on request:

1. Troop 701 Neckerchief
2. BSA Neckerchief Slide
3. Boy Scout Shoulder Loops
4. Troop “701” Numerals
5. Boy Scout Handbook
6. Troop “Class B” T-Shirt

E. Annual Registration Fee – scouts must register with Troop 701 on an annual basis in

order to participate in Troop activities. The annual registration fee will be due and payable during the month of November. An annual registration packet will be distributed prior to the beginning of the registration process. The annual registration fee shall be:

1. 1-year BSA registration with a subscription to Boy’s Life Magazine - \$50.00
2. 1-year BSA registration - \$38.00

F. Monthly Camping Fee – the cost to attend a monthly troop campout varies in cost

from month to month.

1. Monthly Camping Fee Guidelines:
  - a. Traditional monthly campout - \$25.00
  - b. The cost of a non-traditional campout will vary depending on destination and / or planned activities. Any deviation from the traditional monthly campout fee will be announced.
  - c. March “Father and Son” camp - \$35.00 (All meals are prepared and served in a Dining Hall)
2. Signup for a monthly campout is done by submitting a payment ( Cash, Check or Scout Account ) to the Scoutmaster.

3. Signup begins at the weekly Troop Meeting following the previous month's Advancement Night and closes on the Tuesday prior to that activity.
4. Failure to get a payment in on time may result in the Scout not being able to participate that month.

G. Summer Camp – the highlight of the Scouting year is our week at Summer Camp.

1. The tentative cost to attend Summer Camp at Heritage Reservation is \$325.00. The total cost is split into three separate payments. Due to unforeseen or uncontrollable costs associated with Summer Camp, the Scoutmaster reserves the right to increase the overall cost as needed.
  - a. An initial deposit for Summer Camp of \$140.00 is required to reserve a Scout's slot and will be due in the month of March.
  - b. The second payment of \$140.00 will be due in the month of April.
  - c. The third and final payment of \$45.00, or any remaining balance, is due in the month of May.
2. Camping scholarships are available to families to help out those that some financial assistance.

H. Training Fees – opportunities will be available for Scouts to attend training sessions that will assist in their scouting position ( such as National Youth Leadership Training, Trainers' EDGE, and Leave No Trace Training ).

1. The Troop Committee, with proper notice, may approve a scholarship to pay or reimburse part of the fee associated with the Scout's training session.
2. Any Scout receiving this assistance may be expected to make a presentation to the Troop Committee regarding that training.

- I. Troop 701 Camping Scholarships – money should never be the reason that a Scout cannot participate in the majority of Troop activities.
1. The Troop has a scholarship account setup to provide assistance as needed for monthly campouts, Summer Camp and training sessions.
  2. If financial assistance is needed, a parent / guardian should speak to the Scoutmaster.
- J. Refund of Fees – the following guidelines are used to determine how a refund is handled or if a refund is due in Troop 701.
1. There is no refund of the monthly camping fee after the Tuesday prior to the campout.
  2. Refund requests prior to the Tuesday of the week Troop 701 is camping will be done in the form of a credit to the youth's scout account.
  3. No checks will be written to refund monthly camping fees.
  4. The Scoutmaster will determine if a refund is due and in what form for High Adventure and Summer Camp.
- K. Reduction or Waiver of Fees and Dues – the Troop Committee Chairman and Scoutmaster may elect to reduce or waive fees or dues for any Scout who is in good standing with the troop but who is unable to make full payment.

**II. Individual Scout Accounts** – each scout shall have his own Individual Scout Account. A current balance for an Individual Scout Account is available by emailing the Troop Treasurer. Your email address will be verified prior to any balance information being released. The Scoutmaster does not maintain, nor has access to, any Individual Scout Account information.

- A. Account Deposits
1. A parent / guardian may deposit cash and checks into their Scout's account.
  2. Any money earned through designated Troop fund-raisers.
  3. Money determined to be a refund.

B. Account Usage – Scout Accounts can be used for the following:

1. Monthly Camping Fees
2. Summer Camp Fees
3. High Adventure Fees
4. Annual Registration Fees
5. Other Troop Activity Fees
6. Approved Boy Scout Training Courses

C. Dissolution of Individual Scout Account

1. Funds on deposit, which the Scout has earned or received through participation with Troop 701, stay with the Troop.
2. A Scout who leaves the Troop with fees or dues outstanding will have it deducted from his Scout Account before transferring the remaining amount to the Troop's General Fund Account.
3. If funds on deposit are insufficient to cover any outstanding fees or dues, a parent / guardian agrees to pay the balance prior to the dissolution.
4. In the event a Scout leaves Troop 701, any remaining balance in his Scout Account will not be returned. Any remaining balance will be transferred to the Troop's General Fund Account.
5. No interest will be paid on Individual Scout Accounts.

III. Required BSA and Troop 701 Forms

A. BSA Medical History Form

1. All youth, all registered adults and any adult serving as a member of a crew or trip will not be permitted to participate in monthly Troop campouts, Summer Camp, High Adventure trips, hikes, or other activities without a current form on file with Troop 701.
2. The form must be signed by a physician and is valid for one (1) year from the date stated on the form.

3. Troop 701 Visitor Exemption – Parents / guardians are permitted to attend most Troop 701 functions without a BSA Medical History Form on file. Individuals scheduled to attend trips requiring the form will be notified. Any parent / guardian who attends a Troop 701 function without a BSA Medical History Form on file will be considered a visitor and assumes all liability and responsibility for their own well-being. Registered Adult Leadership of Troop 701 assumes no responsibility for your actions or well-being during the function.

## **B. Parental Consent, Authorization and Release Form**

1. Whenever a Scout is transported to an activity by anyone other than a parent / guardian or family member, the Scout must have a signed Parental Consent, Authorization and Release Form on file with Troop 701.
2. Signing the Consent form allows any Registered Adult Leaders to make decisions on a Scout's behalf until a parent / guardian can be contacted.
3. This form must be signed by a parent / guardian and is valid for one (1) year from the date of the signature. The form must be initialed every subsequent year for the form to remain valid.
4. In the event that Troop 701 decides to participate in an activity involving an elevated amount of risk, such as Shooting Sports, permission slips will be issued and required for a Scout's involvement in that activity.

## **C. Transportation Information Form**

1. In order for a parent / guardian to drive any Scout, other than their son, a Transportation Information form must be on file with Troop 701.
2. This information is shared with the Greater Cleveland Council and is required in order for the driver to be covered under the BSA's insurance policy.
3. This form does not have an expiration date. However, the information on the form must remain up-to-date in order to continue coverage.

**IV. Boy Scout Uniforms**

A. Official Boy Scout “Class A” Uniform – consists of the following items:

1. Troop Neckerchief and Slide
2. Shoulder Loops – Red or Green
3. Long or Short-sleeve Scout Shirt
4. Scout Pants or Shorts
5. Scouts Socks (required when wearing the Scout Shorts)
6. Scout Belt
7. Shoes – neat and clean, fully laced or fastened

From time to time scouts will be required to wear the full “Class A” uniform to event such as Court of Honor Ceremonies, Scoutmaster Conferences, and Boards of Review.

However, most times the “Class A” uniform will be worn without the Troop Neckerchief and Slide. Scouts will be notified in advance if the Troop Neckerchief and Slide will be required.

B. Troop 701 “Class B” Uniform - Troop 701 has a “Class B” uniform, also known as the Troop T-shirt. The “Class B” uniform is worn during outdoor events that are in view of the public such as service projects. The T-shirt helps identify youth as Troop 701 members and alerts the public to our presence. The Troop T-shirt can be purchased anytime for a cost of \$10.00 per shirt.

C. Troop Uniform and Gear Exchange – boys are constantly out growing their uniform and outdoor gear. Troop 701 has setup a Troop Uniform and Gear Exchange to minimize the financial impact of this inevitable occurrence. The following items are available from the Troop Uniform and Gear Exchange:

1. Scout Shirts
2. Scout Pants
3. Scout Shorts
4. Hiking Boots

- 5. Winter Boots
- 6. Hiking Backpacks

All sizes may not be available and scouts are asked to donate old uniform parts if they are still in good, usage condition. If the required size of an article is not available, uniforms may be purchased at the Scout Shop (located in Downtown Cleveland) or through authorized distribution centers.

- D. Waiver of Wearing Uniform – sometimes wearing the Scout Uniform is just not practical. The Scoutmaster or Senior Patrol Leader may waive the uniform requirement for an activity.
- E. New Scout Uniform Grace Period – a new scout is expected to have the complete official Scout “Class A” Uniform within three (3) months of joining Troop 701.

**V. Conduct of a Scout**

Scout Oath and Law – these two codes shall govern the behavior of a Scout at all Scouting functions. Any deviation from the Scout Oath and Law will result in a form of corrective action, varying from a conversation with just the Scout, a meeting with the Scout and his parent(s) / guardian(s) up to and including dismissal from the activity or Troop 701 entirely. In the event a Scout’s behavior is deemed inexcusable, a meeting will immediately be scheduled with the Scout and his parent(s) / guardian(s) and the respective corrective action will be administered. The Scoutmaster and Troop Committee Chairman will determine the level of corrective action for any behavior that is detrimental to the Troop or the safety of its members. If a Scout is suspended or expelled, a detailed letter stating the corrective action administered will be sent to the Scout’s family, Quarrylands District Commissioner Staff, and if needed, the Greater Cleveland Council. Scouts who are suspended for detrimental or inappropriate conduct will be required to apply for reinstatement prior to returning to any Troop activities.

**VI. Transportation of Scouts**

- A. General – parent(s) / guardian(s) are required to drive to and from camps a total of three (3) times per year. The Troop does not reimburse drivers for gas mileage in driving Scouts to or from camp (except for select High Adventure trips). Scouts are under no circumstance permitted to drive themselves or any other Scouts to any Troop activity.
- B. Troop Meetings and Activities – it is the parent's / guardian's responsibility to arrange transportation for their son(s) to and from all troop meetings and activities. Two adult leaders will remain with a scout until a parent / guardian arrives.
- C. Monthly Camping – Troop 701 arranges all transportation to and from most monthly camps.

The Troop typically leaves for camp on Friday night at 7:00 PM from the front parking lot of Chapman Elementary School. Scouts are expected to arrive between 6:30 and 6:45 PM to ensure a timely departure to camp. A scout arriving after the Troop has departed for camp will be responsible for their own ride to camp.

Scouts are permitted to arrive late or leave early from camp to help facilitate their schedule. The Scoutmaster himself must be notified of the request prior to the Troop's departure to camp. Failure to do so may result in the Scout not being able to find the Troop upon arrival or timely departure from camp. A parent / guardian must drive a Scout to and from camp. The Scoutmaster will not release a Scout to anyone other than a parent / guardian unless notified beforehand.

The Troop typically leaves from camp on Sunday morning at 10:30 AM. Sunday drivers are asked to be at camp at 10:00 AM to ensure a timely departure from camp. Sunday drivers are required to remain at camp until the Scoutmaster releases everyone. Sunday drivers will be assigned Scouts located in their area to transport home. Sunday drivers will drop off each Scout at the address directed by the Scout. If a Scout arrives home and is unable to enter the home, the Sunday driver will drop the Scout off at a Scoutmasters' house.

**VII. Fund-raisers**

- A. Fund-raising organization will be the responsibility of the Troop Committee.
- B. All Troop 701 families are expected to participate in fund-raisers as a means of supporting the Troop.
- C. Fund-raiser proceeds will contribute to the Troop's General Fund Account first with the remaining proceeds allocated into Individual Scout Accounts.
- D. Individual Scout Account distributions will be based on individual participation in the form of hours or financial achievement. The Troop Committee will determine and announce the method of proceed distribution prior to the beginning of the fund-raiser.

**VIII. High Adventure Trips**

- A. High Adventure Trips are on an invitation only basis for Scouts who will be entering the 9<sup>th</sup> grade after the upcoming summer and have attained at least the rank of Star.
- B. A High Adventure Committee comprised of parents / guardians oversee and extend all High Adventure invitations. Scoutmasters are not involved in the crew selections.
- C. Trips with limited crew size may mean that not all eligible Scouts will receive an invitation.
- D. The Troop uses a scorecard to rank all Troop members in a wide variety of areas, including (but not limited to): meeting and camp attendance, the number of community service hours, current rank, current and past leadership and age.
- E. The subsequent rankings from this scorecard indicate who will be eligible to receive an invitation to the trip.
- F. In the event that a Scout turns down an invitation, the next available Scout on the list (who meets the required criteria) will be extended an invitation.
- G. Failure to reply to an invitation will indicate that the Scout is not interested in the trip, and the High Adventure Committee will look to the next Scout on the list.

**IX. Troop Committee**

- A. Purpose – the Troop Committee serves an important role in the success of Troop 701 by supporting the program in administrative and organizational tasks. The Troop Committee works closely with the Scoutmasters to ensure continued support in all areas of the program. Committee members serve in support positions and represent a general quorum for all parental matters such as adjustments in fee and due amounts and the overall direction of Troop 701.
- B. Members – the Troop Committee is open to all parents wishing to support Troop 701 in one way or another. Positions are always available and constantly being developed as the need arises. Contact the Troop Committee Chairman if you are interested in becoming a member. A select number of Committee Members become registered Committee Members because of their positional responsibility or interaction with Scouts. While all opinions from the Troop Committee are important, only registered Committee Members receive a vote when matters are put to a vote. Voting Committee Members are the following:
- Troop Committee Chairman
  - Troop Advancement Chairman
  - Troop Training Chairman
  - Troop Treasurer
  - Life to Eagle Chairman
- C. Committee Positions – for a current list of Troop Committee positions, please see the Troop Committee page on the Troop webpage. Both filled and open positions are listed on the page.
- D. Meetings – Troop Committee meetings are scheduled on the first Tuesday the Troop meets every month. Meetings are held in the Chapman Library and run from 7:00 until 8:30 PM. Additional meets may be scheduled if there are issues that require the attention of the Troop Committee that cannot wait until the next scheduled meeting.

- E.            Voting Process – in all matters, which are decided by vote of the Troop Committee, each registered Troop Committee member shall receive one (1) vote. The Troop Committee Chairman will only cast a vote when his vote is needed to break a tie. At all Troop Committee meetings, the registered Troop Committee members present will constitute a quorum for voting purposes.

X.    **Amendments to the Boy Scout Troop 701 By-laws**

- A.    The Boy Scout Troop 701 By-laws may be amended by a majority vote of the registered Troop Committee members present at the Troop Committee meeting.
- B.    Amendments must be discussed fully at a Troop Committee meeting prior to the Troop Committee meeting containing the actual vote.
- C.    Troop Committee members will be notified at least seven (7) days in advance of a Troop Committee meeting containing an actual vote.