

## 1 PRINCIPLES OF ADVENTURE SCOUTS USA

### 1.1 Mission

We shall provide the leadership to support the growth and character development of our co-ed youth membership and the greater community. We shall accomplish this by providing outdoor-skill programming activities that enrich the individual on a non-discriminatory basis; putting principles of mutual respect into practice through FUN social activities, outdoor-skill programming, character building, personal achievement, learning by doing, and related educational programs promoting good character in our youth members.

### 1.2 Origin of the Scout Movement

Adventure Scouts USA has adapted its Scout Programs after the Scout Movement founded, in part, by Robert Baden-Powell in 1908 in England. Our Scout Programs are in accordance with the purpose, principles, and methods of the Scout Movement.

### 1.3 Adventure Scouts USA and the American Spirit

There are several other Scout Programs, even here in the United States of America. Some people have been denied membership in other Scout Programs or organizations. They wanted to spend FUN times with their friends, but could not. Adventure Scouts USA was created so everyone may experience the brotherhood and sisterhood of the Scouts on a non-discriminatory basis.

The United States of America was founded upon the principles of democracy, equality, and freedom. The Scout Program of Adventure Scouts USA acts according to these values and is open to Every Child, Every Family, Everywhere. Everyone now has the chance to experience being a Scout.

Our Scouts seek to find the best in others. Our Adventure Scouts USA thinks every person is unique, and that the content of each person's individual character is what shall be valued. By aspiring to find the good in everyone, and by acting according to complete equality, Star Scout America Scouts live by the American spirit.

### 1.4 Volunteer Basis of Membership in the Scout Programs of Adventure Scouts USA

The Scout Programs of Adventure Scouts USA are governed by policies and practices on a, non-governmental, non-profit basis for boys and girls and adults.

The Scout Programs of Adventure Scouts USA are non-political and fully non-discriminatory. Membership in the Scout Programs of Adventure Scouts USA is open to all who on a voluntary basis accept our principles as reflected in the Adventure Scouts USA Promise, Scout Code, Scout Spirit and Scout Motto.

We are an informal educational platform, which helps our Scouts learn in new ways.

### 1.5 Aim

The aim of Adventure Scouts USA is to encourage more participation in the Scout Movement, and thereby contribute to the development of boys, girls, and adults in realizing their full potential as individuals, as good persons, and as responsible citizens of their local, national, and international communities.

We achieve our aim by encouraging in our Scouts and members:

- Good character
- Responsibility of their own life, physically, mentally, socially, and spiritually
- Responsible citizenship

### 1.6 Principles of the Scout Movement

The principles embraced by all Scouts are a desire to improve life long, to help others, and a belief in something greater than oneself.

The very nature of the Scout Movement is that it is, in fact, a Movement, designed to adapt and intended to evolve while staying true to its fundamental principles.

### 1.7 Scout Movement Methods

The Methods used to achieve the aim of the Scout Programs of Adventure Scouts USA include:

- A Scout Promise;
- Scout Code;
- Large group and small group membership;
- Acceptance of responsibility;
- Democratic governance;
- Positive role models;
- Enhancement of good character;
- Comprehensive, FUN, and modern programs.

### 1.8 Cooperation with Other Scout Programs and Scout Organizations

Adventure Scouts USA shall cooperate with other Scout Programs and Scout Organizations domestically and internationally.

### 1.9 Cooperation with International Scout Associations

Adventure Scouts USA shall cooperate with all international Scout associations and is proud to encourage greater participation in the Scout Movement.

### 1.10 The North Star Scouts Scout Promise

We are united in our common interests, and by bond in our hopes and dreams. I am unique and responsible for my life physically, mentally, socially, and spiritually. I will live a life of purpose and by the Scout Code. I value family, friends, and community; and I will honor my country.

### 1.11 The Rising Star Scout Promise

As a Rising Star Scout, I love my family and my friends, our community and country too. I wonder about it all stand tall and true, and I Give my Best in all I do.

### 1.12 The Adventure Scouts USA Scout Code

An Adventure Scouts USA Scout is:

- trustworthy;
- a good person;
- a responsible citizen;
- a good friend and brother or sister to all other Scouts;
- honest and respectful;
- responsible and caring;
- loyal and ready to help.

These are not just nice-sounding words. They have meaning. Let them guide you wherever you go, in everything you do. As you say them, resolve to live by their meaning.

### 1.13 The Adventure Scouts USA Scout Motto

The Scout Motto is Give Your Best.

## 1.14 The Spirit of Adventure Scouts USA

Our Scout Spirit is inclusion.

## 2 PARTICIPATION

### 2.1 Who May Participate

Any person willing to:

- make the Scout Promise, Scout Code, Scout Motto and live by the Scout Spirit of the appropriate Scout Program of Adventure Scouts USA;
- act appropriately within the program in which the applicant shall participate;
- agree to abide by the policies, philosophies, practices and the spirit thereof of the Scout Programs of Adventure Scouts USA.

A complete application submitted to the national organization with appropriate documentation and submission of fees will initiate the acceptance process.

Membership is a privilege, and no one is guaranteed membership.

Membership may be refused, denied, or revoked at any time that circumstances warrant.

Application, membership, and other fees shall be non-refundable. In the event of refusal or denial of application for membership, the membership fee only shall be refunded.

### 2.2 Who May Become a Scout

Persons who have not attained 18 years of age, unless eligible to participate as a Scout in another of the Scout Programs of Adventure Scouts USA.

(See: Investiture Ceremony.)

Those persons whom the Scout Programs of Adventure Scouts USA accepts as Scouts shall:

- Be of good character, and want to positively inspire themselves and others;
- Agree to uphold the Scout Promise, Scout Code, Scout Motto, and Scout Spirit of the appropriate Scout Program of Adventure Scouts USA;
- Adventure Scouts USA Scouts to abide by the policies, philosophies, practices and the spirit thereof of the Scout Programs of Adventure Scouts USA.

### 2.3 Disclosures Required Prior to Application as Scout

A qualified member in good standing shall inform every prospective applicant of the following before accepting his or her application:

- The purpose of the Scout Movement;
- The inclusive philosophy of the Scout Programs of Adventure Scouts USA;
- That the health, safety and welfare of members shall be the single greatest priority;
- The responsibilities and expectations of membership

The applicant shall then complete and sign the required forms, and submit fees, if any.

### 2.4 Scout Application Process

The membership application shall entail the completion of registration and application materials, and the payment of appropriate fees.

All applications for membership shall be made on appropriate forms.

All reasonable conscientious effort shall be undertaken to insure that those individuals who apply for membership meet the philosophy and guidelines of the Scout Program they are applying to.

Once an individual reaches the age of 18 years, they must re-register as a Scouter or participate as a Volunteer, unless eligible as a Scout in another of the Scout Programs of Adventure Scouts USA.

The completed application forms and fees, if appropriate, shall be submitted to the appropriate location.

Upon receipt at the national office, applications for membership shall:

- Be evaluated to ensure the completeness of forms;
- Initiate the process of making appropriate inquiries regarding the applicant.

An authorized Team Sponsor Representative shall sign each application prior to submission to the National Office. The membership application process shall be completed with discretion.

### 2.5 Denial of Membership

Adventure Scouts USA may deny membership to an applicant in exceptional circumstances.

Adventure Scouts USA shall err on the side of caution and temporarily delay membership pending resolution of outstanding issues.

Adventure Scouts USA may, at its own discretion, retain any records indefinitely without notice to any party.

Denial of membership may be appealed. The Board of Directors shall be the final adjudicator.

An applicant whose membership is denied may again initiate the membership process if a change in circumstances has occurred.

### 2.6 Scout Responsibilities

Scouts shall:

- Agree to uphold the Scout Promise, Scout Code, Scout Motto, and Scout Spirit of the appropriate Scout Program of Adventure Scouts USA;
- Meaningfully participate;
- Inspire themselves and others to be the best people they can be;
- Follow the guidelines and policies of the Scout Programs of Adventure Scouts USA;
- Undertake on a Team basis the leadership, creation, and organization of the Scout Program for their Team;
- When appropriate, accept the guidance of Team Counselors, Scouters, other Adult volunteers, and interested Adults;
- Recruit and encourage other persons to participate in Scout Programs.

There is an affirmative duty applicable to all members to immediately advise the national organization if they become aware that a Scouter, Scout, or Adult volunteer is:

- Suspected of;
  - Arrested;
  - Convicted of any offense other than a minor traffic offense;
  - Or of any crime involving a child under the age of 18.
- 
- Protect the philosophy and ideals of Adventure Scouts USA and exemplify them.

### 2.7 Who May Become a Scouter

Persons having attained eighteen years of age and who desire to become a registered Adult Leader may be invested as Scouters after having been granted membership. (See: Investiture Ceremony.)

Those persons whom Adventure Scouts USA accepts as Scouters shall:

- Be of good character and want to positively inspire themselves and others;
- Agree to uphold the Scout Promise, Scout Code, Scout Motto, and Scout Spirit of the appropriate Scout Program of Adventure Scouts USA;
- Agree to abide by the policies, philosophies, practices and the spirit thereof of the Scout Programs of Adventure Scouts USA.

The membership application shall entail:

- Completion of registration and application materials;
- Payment of fees;
- A signed consent form authorizing a background check.

All applications for membership shall be made on appropriate forms.

### 2.8 Disclosures Required Prior to Application as Scouter

A qualified member in good standing shall inform every applicant of the following:

- The purpose of the Scout Movement;
- The inclusive philosophy of Adventure Scouts USA;
- That the health, safety and welfare of members shall be the single greatest priority;
- The responsibilities and expectations of membership.
- The obligation of participating in training

The applicant shall then complete and sign the required forms, and submit fees, if any.

### 2.9 Counselor Application Process

The completed application forms and required fees shall be submitted to the appropriate location.

Applicants shall provide the information necessary for appropriate inquiry regarding the background of the individual.

Upon receipt, applications for membership shall:

- Be evaluated to ensure the completeness of forms;
- Initiate the process of making appropriate inquiry regarding the applicant.

An authorized Team Sponsor Representative shall sign each application prior to submission to the National Office. Each submitted application shall also bear the signature of an authorized Team Sponsor Representative acknowledging that the signatory has carefully viewed a valid government issued photo identification, and stating that the identification matches the applicant.

Official identification shall consist only of a current unalterable identification with a photograph issued by a state motor vehicle department, or by the United States Government.

A photocopy of the official identification shall be submitted with the mailed original application for membership.

The membership application process shall be completed with discretion.

All reasonable conscientious effort shall be undertaken to ensure those individuals who apply for membership meet the philosophical and actual guidelines of the organization.

### 2.10 Denial of Membership

Adventure Scouts USA may deny membership to an applicant in exceptional circumstances.

Adventure Scouts USA shall err on the side of caution and temporarily delay membership pending resolution of outstanding issues.

Adventure Scouts USA may, at its own discretion, retain any records indefinitely without notice to any party.

Denial of membership may be appealed. The Board of Directors shall be the final adjudicator.

An applicant whose membership is denied may only again initiate the membership process if a material change in circumstances has occurred.

### 2.11 Background Check

Background checks shall be performed on all persons over 18 years of age wishing to register for membership within Adventure Scouts USA.

The process shall entail:

- A signed completed Adult registration form;
- Payment of fees;
- A signed consent form authorizing a background check.

Using information provided by the applicant, Adventure Scouts USA shall obtain a background evaluation.

Background evaluations may use information solicited from a variety of sources.

Sources include those that may be procured from investigative consumer agencies, law enforcement agencies, military personnel records, and others.

There is an affirmative duty applicable to all members to immediately advise the national organization if:

- Questioned regarding a police investigation;
- Arrested for any reason other than a minor traffic offense;
- Convicted of a felony;
- Conviction of any crime involving a child under the age of 18.

So long as an individual shall remain a member, permission is expressly granted to re-run background checks at any time without obtaining additional consent.

Adventure Scouts USA shall employ information derived from background investigations to ensure the safety of its members and of others associated with the programs and activities of Adventure Scouts USA. Such information shall not be released arbitrarily or capriciously.

### 2.12 The Responsibilities of Scouters

Scouters shall:

- Agree to uphold the Scout Promise, Scout Code, Scout Motto, and Scout Spirit of the appropriate Scout Program of Adventure Scouts USA;
- Follow the guidelines and policies of the organization;
- Meaningfully participate;
- Inspire themselves and others to be the best people they can be;
- Undertake to assist Scouts in their leadership, creation, and organization of the Team of their Scout Program ;
- When appropriate, provide counsel to Scouts;
- Act as guardians with respect to the health, safety and welfare of Scouts;
- Recruit and encourage other persons to participate in Scout Programs.

There is an affirmative duty applicable to all members to immediately advise the national organization if they become aware that a Scouter, Scout, or Adult volunteer is:

- Suspected of;
  - Arrested;
  - Convicted of any offense other than a minor traffic offense;
  - Or of any crime involving a child under the age of 18.
- 
- Protect the philosophy and ideals of Adventure Scouts USA and exemplify them.

### 2.13 Scouter Training Obligations

All Scouters shall commit to increasing and expanding their expertise through training. Every Scouter shall complete initial training within three months of the effective date of their membership. Training is a continuing process. As a condition of their membership, Scouters are required participate in training programs.

### 2.14 Adult Volunteers Desired Training

All Adult volunteers, including skill award counselors, are encouraged to increase and expand their expertise through training. They are encouraged to participate in training, even during their first three months. Training is a continuing process.

### 2.15 Challenge Mentors

Challenge mentors are appointed by either completion of an application made in advance, or upon submission of an application when certifying completion of a challenge.

Challenge Mentors shall work with two Scouts or more, or a single Scout if another Adult is present.

## 3 MEMBERSHIP

Upon the grant of membership, an investiture ceremony shall take place.

The applicant shall make the Scout Promise, Scout Code, Scout Motto and the Scout Spirit of the Scout Program of which they are about to become a member.

To participate as a member, the applicant shall first be invested.

Investiture shall not be delayed for larger presentations.

Re-affirmation of investiture in a larger setting may occur.

### 3.1 Term of Membership

The period of registration shall last no longer than one year.

The process of registration shall be initiated and completed each year.

### 3.2 Fees

Application, membership, and other fees shall be non-refundable and non pro-rated. In the event of refusal or denial of application for membership, the membership fee only shall be refunded.

### 3.3 Multiple Registrations in the Scout Programs of Adventure Scouts USA:

Adult members in good standing may be registered with more than one Scout Program of Adventure Scouts USA simultaneously so long as they give their best to each Scout Program.

When an adult member who is registered in two or more Scout Programs of Adventure Scouts USA cannot or does not give his or her best to each Scout Program, the member shall be encouraged to choose the Scout Program that best meets the member's needs.

### 3.4 Multiple Registration in Other Scout Programs or Scout Organizations

Members in good standing may be registered with more than one Scout Program or Scout Organization simultaneously so long as they give their best to each Scout Program or Scout Organization.

When a member who is registered in two or more Scout Programs or Scout Organizations cannot or does not give his or her best to each Scout Program or Scout Organization, the member shall be encouraged to choose the Scout Program or Scout Organization that best meets the member's needs.

### 3.5 Right to Make Policy

Members have no rights, actual or implied, to individually alter national organization policy. However, based upon the inclusive nature, philosophy, and spirit of Adventure Scouts USA, suggestions and improvement opportunities shall always be welcome and in fact are encouraged.

### 3.6 Transfer of Membership

Once accepted as a member, membership is fully transferable throughout the Scout Programs of Adventure Scouts USA for the period for which fees have been paid, unless re-registration is necessary due to a change from Scout to Scouter.

Notice of good standing must be received from a prior team or unit, if any, in order to process the transfer.

### 3.7 Forfeiture of Membership

Membership resignation shall result in an immediate forfeiture of membership.

Failure to meaningfully participate may result in a forfeiture of membership.

Application, membership, and other fees shall be non-refundable. In the event of refusal or denial of application for membership, the membership fee only shall be refunded.

In the case of membership resignation or forfeiture, all interaction shall cease, other than when invited as a non-member.

### 3.8 Suspension and Revocation of Membership

Only the national organization may revoke the membership of an individual.

Registered adult leaders in good standing acting in the best interests of the national organization may suspend the membership of an individual pending appeal, if warranted upon extraordinary circumstances.

The national organization shall immediately be notified that an individual's membership has been suspended.

Suspension is a temporary status. During suspension, all activity, participation, and attendance shall immediately cease, including the wearing of the uniform.

The standard for reviewing suspension or revocation of membership shall not be arbitrary or capricious.

## 4 PROGRAMS

### 4.1 Rising Star Scout Program

The Rising Star Scout Program is open to youth who shall have attained five years and nine months of age and who have not attained eleven years of age.

### 4.2 The North Star Scout Program

The North Star Scout Program is open to youth who shall have attained ten years and nine months of age and who have not attained eighteen years of age.

### 4.3 Program Operations

The National Organization shall establish and publish rules and procedures related to the operation of Adventure Scouts USA Scout Programs.

Teams shall normally have a maximum of 48 Scouts, including Scout Team leadership.

This maximum number of Scouts may only be exceeded, if necessary, by consent of the national organization. Scouter and Adult participation shall include both males and females at all activities, except under exceptional circumstances.

Teams shall be divided into smaller units called Crews.

Crews shall not exceed eight Scouts, including Crew leadership.

Crew membership shall be gender-mixed, except under exceptional circumstances.

Team leadership shall consist of the following:

- Team Counselor;
- Counselor(s);
- Team Leader;
- Assistant Team Leader(s);
- Crew Leader(s);
- Assistant Crew Leader(s).

As appropriate, other leadership positions should be created and valued.

Our Scouts choose, organize, and lead their own meetings, programs and activities, as per the philosophy of Adventure Scouts USA.

The Scouts shall make all decisions regarding the Team, unless health, safety, laws, or welfare require otherwise.

Adult team leadership shall be comprised of at least two unrelated Adults, one of whom must be the Team Counselor, and always including at least one Registered Scouter.

Since all of Adventure Scouts USA's programs are co-ed, there shall be at least one unrelated male and female present at all activities or programs, unless otherwise approved on an exception basis in advance.

#### 4.4 Team Minimum Expectations

Meetings shall take place once weekly, except when a different schedule is appropriate.

At least once monthly, a weekend activity shall take place, except when a different schedule is appropriate.

Meaningful participation in area-wide programming is expected.

During the summer, meetings and activities may take place as appropriate. Scout summer camp attendance should be encouraged to provide a maximum year-around experience.

If a Team fails to meet minimum expectations, then it may be disbanded as appropriate.

#### 4.5 Joint Program Team

A joint unit consisting of members of any of the programs may exist until there are enough members to sustain creation of individual Teams of each of the programs. Members shall wear an approved uniform of the program in which they participate.

The requirements shall be followed in each individual program applicable to the age of the Scout; and, in the event of a conflict, the program that offers the greatest degree of protection and safety for the youngest Scouts present shall apply.

## 5 UNIFORMS

### 5.1 Uniforms

Each member shall wear an approved uniform appropriate to the Scout Program in which that member participates.

Members shall wear an approved uniform during meetings, events, activities, and programs. Additionally, uniforms shall be worn when otherwise appropriate.

Uniforms need not be worn when there is significant likelihood of damage to the uniform.

When cultural requirements or religious needs require, members of recognized faith communities may wear appropriate clothing of a style and fashion in accordance with their beliefs as par of their Scout uniform.

Only members of the Scout Programs of Adventure Scouts USA are entitled to wear our uniforms.

A priority toward safety shall be considered when specifying the form of uniform to be worn. Weather conditions shall be taken into consideration and the well-being of members shall take precedence over formality of



appearance.

### 6 SAFETY PRACTICES

#### 6.1 National Procedures

The National Organization shall create procedures for the safe conduct of all elements of Adventure Scouts USA. These procedures cannot take into account every situation, and thus optimal safety practices shall be observed at all times.

#### 6.2 Full Responsibility

The ultimate responsibility for the health, safety, and welfare of members shall NEVER be delegated to anyone else by the Registered Adult Leader responsible.

No one other than a Registered Adult Leader, who is a member of the Scout Programs of Adventure Scouts USA, shall ever assume ultimate responsibility for the health, safety and welfare of members.

For example, even when there is a lifeguard on duty, unless such person or persons are Registered Adult Leaders, the ultimate responsibility for the safety, health and welfare of members still resides with the Registered Adult Leader responsible.

#### 6.3 Spirit of Safety

It is expected and preferred that all equipment and safety practices exceed generally accepted standards, to optimize protection for all. Everyone involved, whether a Scouter, Scout, or volunteer, shall be responsible for the health, safety, and welfare of others.

All persons are expected to evaluate the activities participated in and to determine that they will not endanger the safety, health, or welfare of anyone nor violate any applicable laws or regulations.

Every person associated with Adventure Scouts USA shall conduct himself or herself in a safe, appropriate and responsible manner.

When an opportunity permits surpassing generally acceptable standards of safety, increased optimal safety shall be the standard that is used.

#### 6.4 Member and Scout Protection

At all times, members shall safeguard the health, safety and welfare of all participants. Protection from emotional and physical harm shall be the overriding concern at all times.

Obviously, there are some risks inherent to every activity. However, an activity shall not be conducted if reasonable cause exists to believe that harm may occur to anyone beyond the inherent risks of participation.

All persons deserve to have, and must have, their rights, feelings, and dignity protected.

Adventure Scouts USA is entrusted with the protection of the health, safety, and welfare of persons in its care. All persons are duty-bound to affirmatively protect others. Each member shall be held equally responsible for safeguarding their own safety and the safety of others.

As participation requires earning the ongoing trust of participants and the public, appropriate behavior shall be required under all circumstances.

A Scout shall never be left alone with just one Adult. At least two Adults shall be present at all times whenever a single Scout is present, or two Scouts present with one Adult. The parent or guardian of a Scout may be permitted unsupervised access to that Scout, in the absence of reasonable cause to believe that such access may expose the Scout to harm.

When Rising Star Scouts are present, adult members shall provide close supervision, even during the night.

#### 6.5 Circumstances Which Require Reporting

It is the responsibility of all members to report behavior or conduct that may be harmful emotionally and physically. This includes:

- behavior that is inappropriate, or
- behavior that may be perceived as inappropriate.

Any person having such knowledge or belief shall immediately first report their concerns to legal authorities, and then to the appropriate Scout Program representative as well as the national organization, with all due haste.

There is an affirmative duty applicable to all members to immediately advise the national organization if they

become aware that a Scouter, Scout, or Adult volunteer is:

- Suspected of;
- Arrested;
- Convicted of any offense other than a minor traffic offense;
- Or of any crime involving a child under the age of 18.

### 6.6 Mandatory Disclosure

There is an affirmative duty applicable to all members to immediately advise the national organization if:

- Questioned regarding a police investigation;
- Arrested for any reason other than a minor traffic offense;
- Convicted of a felony;
- Conviction of any crime involving a child under the age of 18.

If an individual has or is suspected of having a medical, psychological, health or any other condition, the side effects and implications to themselves or others shall be fully and comprehensively disclosed to all appropriate persons.

If an individual is taking medication, its use, side effects, and implications to self or to others, amount, and intake frequency shall be fully and comprehensively disclosed to all appropriate persons.

Responsibility for the medical wellbeing and conduct of a child remains that of the parents.

Adult program participants are responsible for their own medical wellbeing and conduct.

While privacy is important, the health, safety, and welfare of our members shall be the primary consideration.

Therefore, persons possessing information disclosed to them shall reveal it to others serving in a supervisory role.

Failure to fully, comprehensively, and appropriately act, report, or disclose any information relevant to this section shall result in the assumption of 100% liability with no payment or reimbursement for costs of defense.

### 6.7 Individual Legal Responsibilities

All persons shall be held accountable and responsible, financially or otherwise, for their own actions and behavior to others or themselves.

Parents or guardians shall be accountable and responsible, financially or otherwise, for the actions and behavior of their child to others or themselves.

### 6.8 Transportation

When privately owned vehicles are used for transporting participants during official activities, all vehicles shall bear valid registration and carry third-party liability insurance. Each driver shall possess a valid motor vehicle operator's license. A Scout under the age of 21 who is licensed to drive and either owns an automobile or has permission to drive a vehicle, may transport only himself or herself or the members of his or her family.

The Team Counselor is responsible for visually observing that all vehicles, prior to transport, are checked for safety and roadworthiness.

There shall be no consumption of alcohol or drugs, including those drugs prescribed, within a twenty-four hour period prior to serving as a driver, unless medically necessary on a continuing basis (such as insulin).

Federal, state, and local traffic laws and regulations relating to the use of seat belts, seating arrangements, the loading and distribution of equipment, the consumption of non-alcoholic beverages, and the usage of cell phones shall be observed.

Headlights shall be turned on and in use while transporting Scouts or members.

Motorcycle operators may transport only their own family members on the motorcycle. Demonstration rides are prohibited.

NOTICE: in the event of an accident, after contacting legal authorities, appropriate Scout Program representatives, and the national office shall be telephoned.

### 6.9 Hitchhiking

Hitchhiking is prohibited

Picking up persons hitchhiking is prohibited.

### 6.10 Safety While Walking on Public Roads

All precautions necessary to insure the safety of all persons using a public road shall be undertaken.

### 6.11 Adult Presence at Activities

At least two registered Adult leaders shall be present at every meeting.

At all activities other than meetings, there shall be a minimum of two Adults present, in addition to a Registered Adult Scout Leader.

An adequate number of Adults shall always be maintained relative to the age and number of Scouts present, in addition to the minimum of three.

### 6.12 Discussion of Sensitive Topics by Adults with Individual Youth Aged Scouts

Sensitive topics include politics, sex, religion, or relationships. This list is not cumulative.

Every adult associated with Adventure Scouts USA shall conduct himself or herself in an appropriate and responsible manner.

Adults shall keep in mind that youth aged Scouts should be referred to discuss sensitive topics with their parents, spiritual leaders, physicians, school counselors, or other appropriate persons.

Sensitive topics are sensitive for a reason: everyone and every family has a different point of view.

When circumstances require discussion of sensitive topics by adults with youth aged Scouts, then answers shall be as honest and brief as possible until the Scout can share their concerns with their parent or other appropriate person.

### 6.13 Drugs and Alcohol Policy

The consumption of alcohol including the adulteration of beverages shall not occur at any meeting, program or activity or while attending or participating in the Scout Programs of Adventure Scouts USA except with the prior approval of the national organization. Approval shall be obtained prior to its use from the National Office, and only under extremely limited circumstances.

Possession or use of drugs is prohibited unless medically necessary.

### 6.14 Firearms

Weapons, including and firearms, shall not be carried into, stored, or used at any meeting, program, activity or while attending or participating in the Scout Programs of Adventure Scouts USA except with the prior approval of the national organization.

Approval shall be obtained prior to their use from the National Office.

When permission is granted, the firearms shall only be used at a shooting range with an authorized Adult in charge who is an NRA instructor or equivalently trained.

No person shall be permitted to convey a deadly or dangerous weapon, or any ordnance onto any property owned, leased, or otherwise controlled or in use by Adventure Scouts USA, or to introduce any such weapon into any meeting, program, or activity of the Scout Programs of Adventure Scouts USA. Sworn law enforcement officers and others legally commanded to go armed in the performance of their duties, and only under such circumstances and conditions as legally require such persons to go armed, may be exempted. Other persons licensed, or otherwise permitted by law, to go armed shall not have the privilege to do so on any property owned, leased, or otherwise controlled by Adventure Scouts USA, or during any activity of Adventure Scouts USA, unless specifically authorized in writing to do so by a responsible Adventure Scouts USA authority.

### 6.15 Knives

Scouts may only carry folding knives. Blades longer than two inches must have a working lock mechanism. No blade length shall exceed three inches.

Scouts shall have been evaluated and attained knife-safety certification prior to their being permitted to use or to carry a knife.

Knife-safety certification may be suspended or revoked if improper handling or lack of knowledge is observed at any time.

Adults, including Registered Adult Leaders, may only use or carry a knife with a blade of less than four inches which may or may not fold.

### 6.16 Hatchets

Scouts shall have been evaluated and attained hatchet-safety certification prior to their being permitted to use or to carry a hatchet.

Proper handling and the area surrounding the use of the hatchet shall be supervised.

Hatchet-safety certification may be suspended or revoked if improper handling or lack of knowledge is observed at any time.

### 6.17 Fire

Persons supervising outdoor activities during which a fire, flame, or heat source may be used, including for the purpose of campfires, cooking, or heating, shall insure that federal, state, and local laws, rules, and regulations are followed.

All participants shall take optimal safety precautions, exceeding a facility's normal requirements, unless impractical.

When the purpose for which the fire was started has been fulfilled, and the fire is no longer needed, it shall be appropriately and thoroughly extinguished.

### 6.18 Activities Which Include Pioneering Projects

It is preferred that all equipment and safety practices exceed generally accepted standards, to maximize protection for all. This shall include, for example:

- Four-point attachment helmets shall be used when assembling anything that might fall or will be climbed upon or within or when using the project in any form;
- All ropes shall be under tension;
- All ropes and equipment must be in suitable condition, having been checked, just prior to use;
- Appropriate equipment shall be used when assembling anything that might fall or will be climbed upon or within or when using the project in any form, etc.

### 6.19 Adult Interaction with Youth

No adult who has not undergone a background check shall individually interact with youth unless they are a parent interacting with their own child, or they are in a group setting, where they will not be individually alone with a youth.

### 6.20 Gender Presence at Activities

Since all of Adventure Scouts USA's programs are co-ed, there shall be an unrelated female Adult and male Adult present at all activities.

### 6.21 Male and Female Accommodations

All persons shall have separate sleeping equipment, such as individual beds or sleeping bags.

Dormitory, hotel or motel rooms or their equivalent shall house only those of the same gender, with adults separated from youth.

Other sleeping facilities, such as, a cabin or bunk house shall be partitioned by gender.

Provision shall be made to ensure there is proper identification of bathrooms and changing facilities.

When there is a single bathroom or changing facility, proper protection of occupants shall be undertaken to ensure

that males do not enter the bathroom or changing facility when it is occupied by females, and similarly to ensure that females do not enter the bathroom or changing facility when it is occupied by males.

### 6.22 Adult Changing, Restrooms and Showers

Those over the age of 18 shall not change clothing in front of those under the age of 18, even if they are of the same gender.

Those over the age of 18 shall not shower with those under the age of 18, unless all persons present are wearing clothing.

All restrooms or changing facilities shall be separately occupied by either adults or youth. Provision shall be made to ensure that youth and adults do not use the restrooms and changing facilities at the same time.

### 6.23 Water Safety

No one other than a Registered Adult Leader who is a part of the Scout Programs of Adventure Scouts USA shall ever be delegated responsibility for the health, safety, and welfare of members.

The persons supervising water activities shall take the following precautions:

- An appropriately trained lifeguard, over the age of 18, shall be present at all times;
- A buddy system shall be instituted for everyone present;
- There shall be regular buddy checks;
- All swimmers shall keep each other in sight, and immediately report any disappearance or difficulty of their buddy or of other persons;
- The location, prior to use, shall be evaluated for suitable use and safety including methods of entry and exit, for obstacles, depths, temperature, undertows, and the swiftness of currents, including a check for objects that might be hidden under the surface of the water or in the water, and for dangerous aquatic creatures such as water moccasins or sharks or barracudas.

### 6.24 Watercraft

No one other than a Registered Adult Leader who is a part of this organization shall ever be delegated responsibility for the health, safety, and welfare of members.

All persons shall wear U.S. Coast Guard approved personal flotation devices or life preservers at all times, regardless of the type of watercraft, the individual's age, or experience. This shall apply in every circumstance, in every type of watercraft, including but not limited to boats, canoes, kayaks, rafts, water cycles, and tubing, as well as during any other non-swimming on the water activity.

Prior to watercraft being used, a Registered Adult Leader shall contact the national office in order to verify the craft's compliance with the national organization's minimum safety standards.

Even when approved for use, all craft of any type shall meet, and preferably exceed the minimum standards of the U.S. Coast Guard. If another regulatory body has enacted regulations, and there is a conflict, whichever is stricter shall be followed.

### 6.25 Adventure Activities

The National Office shall approve, by the granting of a permit, prior to their occurrence, activities which by their very nature:

- require greater experience;
- require increased supervisory experience;
- present increased risk.

Examples of such activities include, but are not limited to, the following activities:

- whitewater rafting;
- shooting;
- mountain climbing;
- rock climbing;
- cave exploration.

Even when permission is granted, safety practices shall exceed generally accepted standards, for the optimal protection of all.

No one other than a Registered Adult Leader who is a part of this organization shall ever be delegated

responsibility for the health, safety, and welfare of members.

### 6.26 Prohibited Activities

Activities which include the following shall be prohibited:

- air travel or flight of any kind, via any method, unless via commercial carrier as a passenger;
- four-wheeling activities off-road;
- all terrain vehicles (ATVs);
- bungee jumping;
- Jet Skis and similar craft;
- snowmobiles and similar craft;
- two-wheel motor-driven vehicles.

## 7 TEAM LEADERSHIP

### 7.1 Leadership Training

All Leaders shall commit to increasing and expanding their expertise through leadership training.

Initial training shall be completed within three months of appointment or election.

Development of skills of leadership is a continuing process.

As a condition to their appointment or election, Leaders shall participate in leadership development programs.

Leadership training shall include awareness programs to ensure active inclusive, meaningful participation by all members, and to ensure that programs are FUN, meaningful and operated according to the standards of the Scout Programs of Adventure Scouts USA.

### 7.2 Limitation of Positions Held

No member shall hold more than one position unless able to carry out all of the duties and responsibilities of each more than adequately.

Team Counselors shall not hold more than one position within a Team.

In the event that an individual is not reasonably performing more than adequately, the individual shall resign one or more of his or her positions. In the event that the individual does not promptly resign from one or more of the positions, he or she may be removed from one or more of the positions by appropriate representatives of the Scout Programs of Adventure Scouts USA.

### 7.3 Team Counselor

Responsibilities of the Team Counselor shall be supervising the Team leadership, delegation of tasks and responsibilities, supervising their completion, and ensuring that the program is functioning according to national standards.

The act of delegating means that the Team Counselor shall not personally do the tasks or responsibilities delegated to others, unless they remain undone and cannot be completed in a timely manner by someone else.

The Team Counselor is the primary Scouter in the team. The Team Counselor shall be responsible for the successful implementation of the program of the Team.

The Team Counselors shall act as a guardian protective of the health, safety, and welfare of the members.

It shall be a responsibility of the Team Counselor to actively encourage inclusive, meaningful participation by all members, and to ensure that programs are FUN, meaningful and operated according to the standards of the Scout Programs of Adventure Scouts USA.

### 7.4 Counselor

The responsibility of a Counselor shall be to delegate to other Adult Leaders, volunteers, and Scout leadership tasks and responsibilities, and to supervise their completion.

The act of delegating means that the Counselor shall not personally do the tasks or responsibilities delegated to

others, unless they remain undone and cannot be completed in a timely manner by someone else.  
The Counselor shall assume the responsibilities of the Team Counselor when the Team Counselor is not present.

The Counselor shall act as a guardian protective of the health, safety, and welfare of the members.  
It shall be a responsibility of a Counselor to actively encourage inclusive, meaningful participation by all members, and to ensure that programs are FUN and meaningful, operated according to the standards of the Scout Programs of Adventure Scouts USA.

### 7.5 Scouters and Adult Volunteers Other Than Team Counselors

The responsibilities of Scouters and Adult Volunteers, other than Team Counselors and Counselors, shall be:  
to support the efforts of the Scouts, team, and national organization;  
to complete tasks as delegated;  
to act as a guardian protective of the health, safety, and welfare of the members.

### 7.6 Counselors in Training

North Star Scouts may serve as Counselors in training in either their own North Star teams or in Rising Star teams.

Counselors in training shall be supervised when working with Scouts.

### 7.7 Team Leader

Responsibilities of the Team Leader shall be leading meetings, delegation of tasks and responsibilities, and ensuring that the program and team is functioning as intended.

The act of delegating means that the Team Leader shall not personally do the tasks or responsibilities delegated to others, unless they remain undone and cannot be completed in a timely manner by someone else.

Team Leaders shall be elected by the Scouts of their Team.

Elections shall be by closed ballot and persons shall be advised they should not just be voting for their friend, but should rather carefully consider who will do the best job.

Elections are determined by a majority of votes cast.

The Team Leader is responsible for ensuring the success of the Team.

It is a responsibility of the Team Leader to actively encourage inclusive, meaningful participation by all members, and to ensure that programs are FUN, meaningful and operated according to the standards of the Scout Programs of Adventure Scouts USA.

### 7.8 Assistant Team Leader

The responsibility of an Assistant Team Leader shall be to delegate to the Crew Leaders and other Scouts tasks and responsibilities, and to supervise their completion.

The act of delegating means that an Assistant Team Leader shall not personally do the tasks or responsibilities delegated to others, unless they remain undone and cannot be completed in a timely manner by someone else.

The Assistant Team Leader shall assume the responsibilities of the Team Leader when the Team Leader is not present.

Assistant Team Leaders shall be elected by Scout of their team.

Elections shall be by closed ballot, and persons shall be advised they should not just be voting for their friend, but should rather carefully consider who will do the best job.

Elections are determined by a majority of votes cast.

It shall be a responsibility of an Assistant Team Leader to actively encourage inclusive, meaningful participation by all members, and to ensure that programs are FUN, meaningful and operated according to the standards of the Scout Programs of Adventure Scouts USA.

### 7.9 Crew Leader

Responsibilities of a Crew Leader shall be leading Crew meetings, delegation of tasks and responsibilities, and ensuring the program is functioning as intended.

The act of delegating means that the Crew Leader shall not personally do the tasks or responsibilities delegated to others, unless they remain undone and cannot be completed in a timely manner by someone else.

Crew Leaders shall be elected by Scouts of their Crew.

Elections shall be by closed ballot, and persons shall be advised they should not just be voting for their friend, but should rather carefully consider who will do the best job.

Elections are determined by a majority of votes cast.

It is a responsibility of a Crew Leader to actively encourage inclusive, meaningful participation by all members, and to ensure that programs are FUN, meaningful and operated according to the standards of the Scout Programs of Adventure Scouts USA.

### 7.10 Assistant Crew Leader

The responsibility of an Assistant Crew Leader shall be to delegate to other Scouts tasks and responsibilities and to supervise their completion.

The act of delegating means that the Assistant Crew Leader shall not personally do the tasks or responsibilities delegated to others, unless they remain undone and cannot be completed in a timely manner by someone else.

The Assistant Crew Leader shall assume the responsibilities of Crew Leader when the Crew Leader is not present.

Assistant Crew Leaders shall be elected by Scouts of their Crew.

Elections shall be by closed ballot, and persons shall be advised they should not just be voting for their friend, but should rather carefully consider who will do the best job.

Elections are determined by a majority of votes cast.

It is a responsibility of an Assistant Crew Leader to actively encourage inclusive, meaningful participation by all members, and to ensure that programs are FUN, meaningful and operated according to the standards of the Scout Programs of Adventure Scouts USA.

## 8 TEAM SPONSORS

### 8.1 Team Sponsor Organization

Team Sponsor Organizations may include schools, PTA's, PTO's, religious bodies, service organizations, homeowner and community associations, commercial businesses, and governmental and military entities at every level or their associated entities. Other entities may be approved as well.

The sponsorship of Teams shall be consistent with the goals of the Team Sponsor organization and Adventure Scouts USA.

The Team Sponsor Organization shall be required to complete the appropriate documentation, forms, and to submit appropriate fees, in order to initiate the review process.

The purpose of the Sponsor agreement is to clarify the relationship and expectations of both organizations.

The relationship shall be reviewed annually or more, and, if improvement opportunities exist, those opportunities will be suggested. Suggestions or improvement opportunities provided by the Sponsor organization are always welcome and expected.

Minimum expectations shall be achieved. If they are not, a re-evaluation may occur at any time.

Adventure Scouts USA encourages suggestions and welcomes the opportunity to improve.

There is no intention to create a legal relationship beyond the opportunity of the Team Sponsor to offer the programs of Adventure Scouts USA.

The Team Sponsor, as a part of its agreement to offer the programs of Adventure Scouts USA, shall either pay for or solicit contributions or grants for their team's Scouts and members who cannot afford participation. Participation is considered the cost of membership fee, uniform, supplies, and the cost to participate in activities.

It is expected that the Team Sponsor shall permit non-members of their organization to participate as a part of our inclusive philosophy that all are welcome.



Restricted recruitment made by a formal agreement may occur on a limited needs basis.

The Team Sponsor shall select an individual to represent the Sponsor Organization.

The selected representative shall have the right to cast a vote, when appropriate.

Any disagreements among or between the Team Sponsor, the Selected Team Sponsor Representative, Team Counselors, Counselors, Adult Volunteers, Scouts, or parents shall initially attempt to resolve them internally within the team.

In the event that an agreement cannot be reached, the matter shall be referred to the Adventure Scouts USA organization.

### 8.2 Team Sponsor Fees

Fees are non-refundable and are not pro-rated.

## 9 TEAMS

### 9.1 Process of Creating a Team

An application by a Team Sponsor shall be submitted, reviewed; and, if complete and approved, a Team shall be chartered by Adventure Scouts USA.

On behalf of the Team Sponsor, the selected representative shall form a committee of interested persons for the purpose of recruitment, interview, and submission of the names for approval of those who shall serve as Team Counselor and Counselors on behalf of the Team sponsored by the Team Sponsor.

Upon the receipt of the complete applications and fees, if any, of recommended Team Counselor and Counselors from the Team Sponsor, an evaluation of those individuals' backgrounds shall occur.

If acceptable to Adventure Scouts USA, the individuals shall be approved as Team Counselors or Counselors.

A Team shall be approved if:

- the Team Sponsor organization has identified approvable Leaders;
- the creation of the Team is consistent with the goals of the Team Sponsor organization and Adventure Scouts USA;
- there is the understanding that the Scout Programs of Adventure Scouts USA shall be offered according to the philosophies, practices and guidelines of Adventure Scouts USA.

If Adventure Scouts USA should reject the creation of a Team, depending upon the circumstances the Team Sponsor organization shall be encouraged to re-apply later.

Notification of approval of the creation of a Team shall be made by the national organization when appropriate.

### 9.2 Annual Registration of Teams

Approval shall be granted for an annual period.

The registration process shall be initiated and completed for membership each year.

Registering with the national organization via the completion of appropriate documentation and submission of fees shall initiate the registration process.

### 9.3 Changes in Registration of Teams

In the event that two Teams merge, they shall not in the new registration period have to submit two separate fees.

The Team that is the result of such a merger shall go through the process of registration and approval.

### 9.4 Team Fees

Fees due to the National Office or received by the National Office are non-refundable.

### 9.5 Team Management

Every Team is wholly owned and operated by its Sponsoring organization:

- holding property and equipment;
- offering the programs of Adventure Scouts USA;
- with the obligation to solicit for applicants to be Scouts;
- with the obligation to solicit for applicants to serve as Scouters;
- teams are Scout-organized and Scout- led, as per the philosophy of Adventure Scouts USA.

All of the above shall be subject to the policies and guidelines of Adventure Scouts USA.

### 9.6 Team Finances

There shall be an obligation to keep proper accounting records.

Proper financial planning and budgetary controls shall be implemented and used.

Any monies received shall be deposited in a bank account in the name of the Team.

Whenever bank accounts are opened, the national office shall be notified.

It is mandatory that there be at least two signatures on every check.

If a team sponsor supplies treasury (fiduciary) functions it is to be at no charge to the team.

Teams shall not make any expenditure or gift not entirely for use by the Team or Scout Program.

Any expenditures not directly related shall be the responsibility of the individual who made them.

There shall be no obligation, gift, contractual or otherwise, made with any entity or individual that exceeds one year, unless approved by the National Organization.

Under no circumstance shall there be the implication that any agreement of the team, even one lasting less than twelve months, has been made for the National Organization.

Detailed records shall be provided to any person upon a request, regardless of whether the person requesting records is a member.

When appropriate, private financial or personal information should not be disclosed. Appropriate persons shall be notified prior to not disclosing this private financial or personal information,

Upon request, detailed copies or the original records shall immediately be submitted to appropriate representatives of the Scout Programs of Adventure Scouts USA.

No more than \$100 shall be kept for the purpose of petty cash.

Permission is hereby granted for any on-demand examinations or audits of Team records, if requested by appropriate representatives of the Scout Programs of Adventure Scouts USA.

The Team committee shall approve, prior to expenditure, all transactions exceeding \$25.

Should the Team be dissolved for any reason, such as dissolution or the merger of two Teams, then the individual Teams shall each prepare their own final report of accounting.

Statements of account and all accounting records shall be preserved for at least seven years from the end of the financial year in which they are made, or for a longer period as may be required by any regulatory or revenue authority.

### 9.7 Team Fund Raising

Teams are expected to generate funds sufficient to offer a full program.

Fund-raising of any type shall be conducted according to the policies, principles and philosophy of Adventure Scouts USA.

Team fund raising materials shall clearly state that all funds raised directly benefit the team.

Funds raised shall not suggest or imply that they are for the use of the national organization. Methods of raising funds shall be approved prior to their implementation, and shall be evaluated with an eye for consistency of the reputation of Adventure Scouts USA.

Joint fund-raising efforts with other entities may be held, provided that the donor understands how much each entity shall receive. Teams shall make all reasonable efforts to ensure the legitimacy of other entities involved in such fundraising efforts.

Funds may not be raised by any means forbidden by applicable law, nor violate local community standards.

General appeals may not be made on behalf of Teams. Teams may not appoint, select, or hire professional

fund-raising or development persons without prior approval.

Teams are not permitted to contribute money to any entity other than with prior approval of the Scout Programs of Adventure Scouts USA. Teams may perform community services, which is a part of our philosophy.

### 9.8 Team Assets Upon Dissolution

Team assets shall include, for example: monies held in an account or as of yet un-deposited, all statements of account, checkbooks, financial instruments or equipment, and property of any kind having previously been donated to the Team or purchased by the Team.

A final inventory and report shall promptly be made of all assets and records. All assets, documents and records, including the final inventory and report, shall immediately be delivered without request, including all books of account to an appropriate representative of the Scout Programs of Adventure Scouts USA.

Notwithstanding the autonomy of the Team and/or a Team Sponsor organization, all assets upon closure for any reason other than merger shall automatically pass to Adventure Scouts USA, who shall use or dispose of those assets at its absolute discretion. All assets shall be immediately delivered without request to Adventure Scouts USA or its representatives.

If there is any reasonable prospect of the Team being revived, disposal of assets may be delayed, at the discretion of the national organization.

Nothing in this section shall apply to the section having to do with the merger of two Teams.

### 9.9 Team Assets Upon Merger

Team assets shall include, for example: monies held in an account or as of yet un-deposited, all statements of account, checkbooks, financial instruments or equipment, and property of any kind having previously been donated to the Team or purchased by the Team.

A final inventory and report shall promptly be made of all assets and records. All assets, documents and records, including the final inventory and report, shall immediately be delivered without request, including all books of account to an appropriate representative of the Scout Programs of Adventure Scouts USA.

Should two Teams merge (with the appropriate approvals), and then the individual Teams shall each prepare their own final report of accounting and assets.

The final reports together with all Team assets from each of the Teams, supported by all records including accounting, shall be delivered to the selected representative of the Team Sponsor of the new team.

## 10 Adventure Scouts USA Outpost Scouts

### 10.1 Outpost Scouts

Outpost Scouts or Outpost Scout units may function independently of regional, local, or Team programs or activities. However, joint activities are very highly encouraged.

Membership of an Outpost unit may be comprised of an individual Scout, or under unique circumstances, several individual Scouts.

Additional programming ideas are encouraged.

The ages of individuals within an Outpost unit are the responsibility of the local participating adult volunteer or Scouter, in consultation with the Scout Programs of Adventure Scouts USA. Flexibility is encouraged.

Care shall be undertaken to ensure the health, safety, and welfare of each member of the Outpost unit.

Participation needs to be meaningful for each member. Flexibility shall be extended. Care shall be undertaken to maintain the philosophy of Adventure Scouts USA and thus each member shall be treated with respect.

A Team Sponsor is not necessary for the creation of an Outpost unit; however, the identification and recruitment of one is encouraged.

Members shall wear the uniform appropriate to the Adventure Scouts USA Scout Program of which they are a member.

## 11 NATIONAL PROGRAM COUNCIL

### 11.1 National Program Council Membership

Scouts of the Program shall be full representatives in addition to adult members.

### 11.2 National Program Council Member Selection Method

Scouts, members, parents, and other interested persons may all be full representatives.

### 11.3 Program Council Member Length of Service

Members shall serve for one year, and may be re-appointed or re-elected.

### 11.4 Meetings of Program Council

The program councils shall conduct a general meeting at least once annually to:

- review the program;
- consider suggestions and improvement opportunities to the program;
- approve reports of the program made by committees, including accounting, if appropriate;
- select or elect Leaders, if appropriate, for sub committees of this council;
- nominate or approve persons, if appropriate, for subcommittees of this council.

All meetings of the council shall be open to the public and all members, and shall be appropriately publicized to encourage attendance.

### 11.5 Reports of Meetings

Reports of meetings shall be made and forwarded to the national organization.

## 12 DISTRICTS

### 12.1 Districts

Districts may be created for the purpose of providing, on a local-area basis:

- organized training;
- activities;
- economies of scale;
- efficiency;
- camaraderie;
- organization;
- networking.

Application for creation of a district shall be initiated, completed, submitted, and signed by the prospective District Commissioner and District Chairperson.

Districts shall be approved if:

- creation is appropriate;
- there is an acceptance that the District shall not supersede the authority of the national organization;
- there is an acceptance that the District shall comply with the standards and philosophy of Adventure Scouts USA;
- the initiators shall initiate training and programs on behalf of the District;
- the initiators shall recruit leadership for the district; and
- the initiators shall provide the necessary organization.

Districts shall be chartered for one year, after which they shall re-apply. Districts may be placed under close supervision, suspended, or revoked as circumstances warrant.

Every district is an autonomous organization:

- holding property and equipment;
- organizing the programs of Adventure Scouts USA;
- with the obligation to organize a procedure for the solicitation of Scouts;
- with the obligation to organize the method to solicit for applicants to serve as Scouters;
- organize volunteers.

All of the above shall be subject to the policies and guidelines of Adventure Scouts USA.

## 12.2 Management of the District

Districts shall be led by a District Commissioner, and managed by a District Executive Committee.

They shall be accountable to the national organization.

The District Commissioner shall seek support and assistance from those within the district, from other District Commissioners, and from the national organization, and from other persons and entities as appropriate.

The District Council shall support the Adventure Scouts USA Scout Program in the District, and shall be accountable to the District Executive Committee.

Membership on the District Council shall be open to all Scouters and Scouts who reside within the area of the District.

The District Council shall hold meetings open and appropriately promoted to the public. The District Council shall hold at least one annual meeting.

The District Executive Committee shall support the District Commissioner. The District Executive Committee shall consist of persons nominated by Team Sponsors. Terms of office shall be for one year. Anyone shall have the right to attend meetings. All meetings shall be held open and appropriately promoted to the public. Only portions of the meetings that regard personnel or legal issues shall be closed.

The District Executive Committee shall be responsible for:

- Promoting the programs of Adventure Scouts USA in the district and elsewhere when appropriate;
- Performing administrative responsibilities as appropriate;
- Electing or appointing persons as appropriate;
- Supervising the administration of Teams;
- Administering appropriate training and;
- Providing for the health, safety and welfare of all members.

## 12.3 District Finances

There is an obligation to keep proper accounting records.

Proper financial planning and budgetary controls shall be implemented and used.

Any monies received shall be deposited in a bank account in the name of the District.

It is mandatory that there be at least two signatures on every check.

A District shall not make any expenditure or gift not entirely for use by the District or Scout Program.

Any expenditures not directly related shall be the responsibility of the individual who made them.

There shall be no obligation, contractual or otherwise, made with any entity or individual that exceeds one year, unless approved in advance by the National Organization.

Under no circumstance shall there be the implication that any agreement of the District, even one lasting less than twelve months, has been made for the National Organization. Detailed records shall be available to any person immediately upon a request, regardless of whether the person making the request is a member.

When appropriate, private financial or personal information should not be disclosed. Appropriate persons shall be notified prior to not disclosing this private financial or personal information,

Upon request, detailed copies or the original records shall immediately be provided to appropriate representatives of the Scout Programs of Adventure Scouts USA.

No more than \$100 shall be kept for the purpose of petty cash.

Permission is hereby granted for and on demand examination or audit of District records if requested by appropriate representatives of the Scout Programs of Adventure Scouts USA.

The District Executive Committee shall approve prior to expenditure all transactions exceeding \$25.

Should the District be dissolved for any reason, such as dissolution or the merger of two Districts, then the individual Districts shall each prepare their own final report of accounting.

Statements of account and all accounting records shall be preserved for at least seven years from the end of the financial year in which they are made, or for a longer period as may be required by any regulatory or revenue authority.

## 12.4 District Fund Raising

Districts are expected to generate funds sufficient to offer a full program.

Fund-raising of any type shall be conducted according to the policies, principles and philosophy of Adventure Scouts USA.

District fund raising materials shall clearly state that all funds raised directly benefit the district.

Funds raised shall not suggest or imply that they are for the use of the national organization. Methods of raising funds shall be approved prior to their implementation, and shall be evaluated with an eye for consistency of the reputation of Adventure Scouts USA.

Joint fund-raising efforts with other entities may be held, provided that the donor understands how much each entity shall receive. Districts shall make all reasonable efforts to ensure the legitimacy of other entities involved in such fundraising efforts.

Funds may not be raised by any means forbidden by applicable law, nor violate local community standards.

General appeals may not be made on behalf of districts. Districts may not appoint, select, or hire professional fund-raising or development persons without prior approval from the national organization.

Districts are not permitted to contribute money to any entity other than with prior approval of the national organization. Districts may perform community services, which is a part of our philosophy.

### 12.5 Districts Assets Upon Dissolution

District assets shall include, for example: monies held in an account or as of yet un-deposited, all statements of account, checkbooks, financial instruments or equipment, and property of any kind having previously been donated to the District or purchased by the District.

A final inventory and report shall promptly be made of all assets and records. All assets, documents and records, including the final inventory and report, shall immediately be delivered without request, including all books of account to an appropriate representative of the Scout Programs of Adventure Scouts USA.

Notwithstanding the autonomy of the District, all assets upon closure for any reason other than merger shall automatically pass to Adventure Scouts USA, who shall use or dispose of those assets at its absolute discretion.

All assets and records shall be immediately delivered to Adventure Scouts USA or its representatives.

If there is any reasonable prospect of the Team being revived, disposal of assets may be delayed, at the discretion of the national organization.

Nothing in this section shall apply to the section having to do with the merger of two Districts.

### 12.6 District Assets Upon Merger

District assets shall include, for example: monies held in an account or as of yet un-deposited, all statements of account, checkbooks, financial instruments or equipment, and property of any kind having previously been donated to the District or purchased by the District.

A final inventory and report shall promptly be made of all assets and records. All assets, documents and records, including the final inventory and report, shall immediately be delivered without request, including all books of account to an appropriate representative of the Scout Programs of Adventure Scouts USA.

Should (with the appropriate approvals) two Districts merge, then the individual Districts shall each prepare their own final report of accounting.

The final reports, together with all Districts assets from both Districts supported by all accounting records, shall be delivered to the appropriate person in the new merged District.

## 13 ADVENTURE SCOUTS USA

### 13.1 Records

Adventure Scouts USA may at its own discretion, create and retain records of all kinds indefinitely without notice.

### 13.2 Operation and Governance

Adventure Scouts USA shall establish and publish regulations respecting the operation and governance of Scout Programs.

We proudly conduct our operations in the open, in compliance with generally accepted accounting practices, and EEOC and all federal, state, local, regulations, statutes, laws, and our own code of conduct.

### **13.3 Compliance with Standards and Philosophies of Adventure Scouts USA**

Teams, districts, councils, and committees of any kind shall not supersede the authority of the national organization.

Each accepts that they shall comply as appropriate with the standards and philosophy of Adventure Scouts USA.

### **13.4 Reliance on the Judgment of Others**

The Scout Movement principally occurs at the team or crew level, consequently, we rely on the judgment of our members at every level of our Scout Programs since our policies and guidelines cannot set out in detail every eventuality.

### **13.5 The Spirit of our Policies**

Every activity and element of the Scout Programs of Adventure Scouts USA shall be guided by the spirit of inclusion and not merely by the strict application of policies and practices.