

Converting From a Family Troop to Boy Troops and Girl Troops

Decision-Making

There are several situations where it may be necessary or desired to convert a family troop into one or more boy-only or girl-only troops. Those include:

1. A pilot troop decides not to become a family troop
2. A family troop decides to separate into a boy troop and a girl troop
3. A family troop decides to become either a boy troop or a girl troop

This guide will help you determine how to make this switch. In any situation, the decision to convert the troop as noted should involve all stakeholders:

- **Chartered Organization — The chartered organization(s) MUST be a part of the discussion and MUST approve the decision to change the model.**
- **Adult Volunteers —** All Scouts BSA troops depend upon our adult volunteers to operate successfully. Adult volunteers, including the Scoutmaster(s), committee chair(s), and committee members, should broadly support a change.
- **Parents —** The parents of the Scouts also should broadly support a change.
- **Scouts —** Scouts BSA is youth-led, and the Scouts should also be a part of the decision-making process.

We all care deeply about Scouting and want the best for our children. We must remember to live the Scout Oath and Law in our discussions about changing troop models. All stakeholders should enter this discussion with the understanding that once a general agreement is reached (for or against), everyone will commit to that decision and work constructively to help implement it. If broad support cannot be achieved, the troop should not continue to pursue changing troop models. If a small number of Scouts and families are unable to commit to the group's collective decision, it is the responsibility of adult volunteers of the troop to help these Scouts find an alternative troop. Contact your district executive or unit commissioner to start this process.

Considerations

For the first two situations discussed above, the troop will become two separate troops at the conclusion of the separation. Consider the following:

- Are the chartering organizations in support of this decision? If a chartering organization does not approve, you must abide by their decision.
- Will the two troops operate under an existing chartering organization? If a different chartering organization is desired or required, a new troop charter may be needed before moving forward. Consult with your district executive and unit commissioner before proceeding.
- Who will fill the adult roles of each separate troop?
- Will the troops share a committee?
- How will the assets of the family troop be divided between the two new troops? Assets include:
 - Bank account and all funds
 - Camping equipment
 - Troop trailer
 - Court of honor materials, flags, etc.
 - All other troop materials and assets
- Troop Number — Will the existing troop number be reserved for one of the new troops, or will both new troops have new troop numbers?
- Meeting Time(s) and Meeting Locations — What dates and times will each new troop meet and at what location(s)?

For the third situation, a family troop becoming one single boy troop or one single girl troop, it is the responsibility of the troop adult volunteers to help all Scouts have opportunities to continue Scouting after this separation occurs. For example, if the family troop has eight boys and one girl and chooses to become solely a boy troop, the troop adult volunteers have a duty to help the one girl find a new troop before the family troop converts to a boy troop. Contact your district executive or unit commissioner for assistance.

Notifications and Implementation

Once a decision is finalized to separate a family troop into a boy troop and a girl troop, the implementation should be thoughtfully planned. This includes the following steps:

- Consult your district executive and unit commissioner before proceeding.
- Work with your council registrar to determine if new troop applications and charter agreements need be completed for either troop.
- Adult Volunteers — Scoutmaster, assistant Scoutmasters, and troop committee members moving to new troops or other troops must complete and sign adult applications and submit them to the council registrar.
- Safeguarding Youth Training must be current for all adult volunteers. We also strongly encourage all adult volunteers to have completed position-specific training.

- Your council registrar can move youth from the former family troop into another troop without an application. Online or paper youth applications for each Scout or other methods as preferred by your local council registrar may also be acceptable.
- Patrol Method Implementation — Each troop holds elections for senior patrol leader. The senior patrol leader chooses their patrol leaders' council and works collaboratively with the patrol leaders' council, Scouts, and adult volunteers in the troop to form patrols. Patrols elect their patrol leaders and assistant patrol leaders.
- All youth leadership should participate in a self-administered [Introduction to Leadership Skills for Troops](#) after elections, and adult volunteers should recommend appropriate youth to participate in the next available council-sponsored National Youth Leadership Training.
- Each Scout's advancement status in Scoutbook should be double-checked with the Scout, advancement chair, and the Scoutmaster to ensure that up-to-date records are transferred to the new troop. Advancement records in Scoutbook will automatically appear for each troop once the new unit and membership transfers are processed.
- Troop Activity Calendar — Each new troop should create and publish their troop activity calendar so that all Scouts, families, and adult volunteers can plan to participate.
- Scoutbook must be updated (patrol assignments, account balances, calendars, etc.) for each new troop once all Scouts are transferred into their respective troops.
- A troop flag, troop neckerchief, troop activity T-shirt, etc., should be designed, and, as funds are available, and ordered for the new troop(s).

The decision to change troop models requires honest and open communication and much careful thought for all parents involved. Remembering the Scout Oath and Law at all times during this process benefits everyone, but most importantly, it benefits our Scouts. It is our top priority to give our youth the immense benefits that Scouting offers in a safe and welcoming environment.