



Be it known to all current and future members of our Pack, a set of guidelines is hereby established to ensure the participation of all members in the Pack functions. These guidelines are necessary to provide for the basic premise of the Cub Scout Program, which is that all members will have fun (adults as well as our Cub Scouts)!!!

This Pack operates under the guidelines of Boy Scouts of America (BSA) as incorporated on February 8, 1910, and chartered by Congress, which is to provide the ability of boys to do things for themselves and others, to train them in scoutcraft, and to teach them patriotism, courage, self-reliance, and kindred virtues, using the methods that were in common use by boy scouts on June 15, 1916. 36 U.S.C. § 30902

In Cub Scouting: Scouts, families, leaders, and chartered organizations work together to achieve the following objectives:

- Influence a Scout's character development and spiritual growth.
- Develop habits and attitudes of good citizenship.
- Encourage good sportsmanship and pride in growing strong in mind and body.
- Improve understanding within the family.
- Strengthen a Scout's ability to get along with others.
- Foster a sense of personal achievement by developing new interests and skills.
- Provide fun and exciting new things to do.
- Show a Scout how to be helpful and do their best.

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# PACK 365 POLICIES, PROCEDURES and GUIDELINES

## PACK LEADERSHIP

1. A committee will be appointed to conduct Pack business, record Pack activities, ensure leader training and coordinate other Pack Program activities. The committee will consist of a Pack Committee Chair, Cubmaster, Treasurer and all Den Leaders.
2. The Pack Committee Chair is responsible for:
  - a. Supervising Pack Committee operation by calling and presiding at PALS meetings, assigning duties to and training committee members, recruiting.
  - b. Seeing that new Dens are formed when needed.
  - c. Coordinating with the Cubmaster on Council-approved money earning projects.
  - d. Ensuring that every activity committee is fully staffed and properly planning its assigned activity.
  - e. Rechartering the Pack.
3. The Cubmaster is responsible for:
  - a. Ensuring Pack leadership is provided and properly trained.
  - b. Conducting Pack meetings.
  - c. Ensuring all Pack activities are conducted in accordance with National BSA guidelines & bylaws.
  - d. Ensuring the Pack is properly funded.
  - e. Conducting an annual Pack program planning conference.
4. Den Leadership and Den Meetings:
  - a. Each Den will have a designated Den Leader and Assistant Den Leader. They are responsible for attending training designated for their leadership position. The ultimate goal of any Den Leader is to ensure their Cub Scouts have FUN through proper program planning and activities. Den Leaders will follow the Pack and BSA guidelines for advancement.
  - b. Den Chiefs should be requested from any of the nearby BSA Troops to help with the Den leadership.
  - c. Dens will elect Denners and Assistant Denners to serve for a specified term as decided by all members of the Den.
  - d. Two-deep adult leadership is required to hold a Den meeting. No Den Leader may hold a meeting or outing without another adult in attendance. If there is only one Den Leader, that Den Leader must coordinate with the Den parents to ensure that proper supervision and assistance is provided at the meeting.
  - e. The Pack will recognize advancement awards of individual Scouts at designated Pack meetings. Belt loops and progression toward advancement beads will be handed out at the den meetings.
  - f. Siblings must be accompanied by an adult at den and pack meetings. Pack leadership is not responsible for siblings.

5. Youth & Adult Protection National BSA Policy and guidelines will be strictly adhered to all times. The Pack Committee will appoint a Youth Protection Officer, typically the pack trainer, who will have responsibility for training Pack Leaders on BSA Youth Protection Guidelines. This person will be responsible for insuring leaders are retrained every 2 years.

## PACK LEADERS' ROLES & RESPONSIBILITIES

### Committee Chair

Conducts monthly Pack Committee Meeting to plan the program. Ensures adequate support to run programs is given to Cubmaster and Den Leaders by Committee Members. Support each Committee Member in their roles and responsibilities. Helps recruit additional leaders as needed. Attends training as necessary.

### Committee Member

Provides support to the Pack by taking care of one or more administrative functions in the Pack. Committee Member positions in the Pack include Treasurer, Secretary, Advancement Coordinator, Camping/Activities Coordinator, and Fundraising Coordinator. Other members may join the committee as members at large. Committee Members attend the monthly Pack Committee Meeting and attend training as necessary.

### Charter Organization Representative (C.O.R.)

This position is drawn from the membership of the Charter Organization. The Committee Chairman or one of the Committee Members may double in this position if necessary. This person acts as a link between Pack and the Charter Organization, which is responsible for the operation of the Pack and the selection of leaders.

### Cubmaster

Plans and Conducts monthly Pack Meeting. Aids Den Leaders by supporting monthly program for all leaders. Attends monthly Pack Committee Meeting. Attends training as necessary.

### Assistant Cubmaster

The Pack will have one or more Assistant Cubmasters that aid the Cubmaster in planning the program and may be assigned specific duties such as ceremonies, entertainment, etc. Attends training as necessary. Ideally rotates into Cubmaster role when Cubmaster transitions out.

## Den Leader

Meets 2-3 times per month with a den of no more than ten (10) Scouts. Den Leaders plan the activities and program for their den and guide the boys in their advancement efforts. Den meetings may be held on church property, the Den Leader's house or other agreed upon and suitable locations. Den Leaders are responsible for scheduling or reserving any necessary facilities or special guests that are needed for their den meetings. Attends monthly Pack Committee Meeting. Attends training as necessary. Den Leaders have one or more registered assistants or parent helpers to share responsibilities and provide the required two deep adult leadership at all den meetings.

## Lion Den Leader

The Lion Cub Den Leader is a trained leader that aides a Lion Cub Den with their program. Ensures that the Lion Cub Den has the required adult partner support for each Lion Cub Scout. Aides the Lion Cub Den in their cooperative effort to deliver the Lion Cub Program. Attends the monthly Pack Committee Meeting. Attends training as necessary. All Lion Cub parents are helpers.

## Webelos Den Leader

Same as Den Leader, but works to plan and deliver the Webelos program, including coordination with Boy Scout Troop activities as necessary.

## Assistant Den Leaders/Parent Helpers

Assists pack and/or dens with specific projects and activities as needed. The Pack will ask each parent to complete a Parent Information Survey for each family that identifies areas that each parent may have experience and/or interest in assisting. This survey will be filed with each Scout's records so that pack and den leaders may refer to them as needed and request assistance or expertise in a particular area.

## Pack Trainer

The Pack Trainer conducts orientation for new families and leaders. Coordinates to get new leaders trained and ensure existing leaders maintain current training certifications. Maintains the Pack's training records.

## Pack Secretary

The Pack Secretary ensures proper records are kept within the pack. Specifically, the secretary will keep informed of all Cub Scouting literature, materials, records, and forms to help leaders function effectively. Maintain up-to-date information on membership, leadership, attendance, and advancement on the Pack website. Keep notes on business conducted at Committee meetings. Record only key items such as things needing follow-up or items for the history of the Pack. Maintain Pack newsletter and notify Pack of meetings and other activities.

## Pack Treasurer

The Pack Treasurer Helps the Committee and Cubmaster establish a sound financial program for the Pack with a Pack budget plan. The Treasurer will maintain a bank account in the Pack's name and ensure all transactions are signed by any two (2) of the following: Cubmaster, Pack Committee Chair, Charter Organization Representative or Treasurer. The Treasurer will approve all budget expenditures, verify all payments against budget allowances, and pay bills by check. The Committee Chair should approve all bills before payment. Collect dues from Scouts and Den Leaders as appropriate. Give receipts for these collections and deposit monies into the bank account. Keep up-to-date financial records. Credit each Scout for dues paid. Coordinate with the Popcorn Kernal to ensure all funds collected for popcorn sales are properly accounted for and deposited into the Pack's bank account. Provide petty cash as needed for events. Keep records of all Pack expenditures. Report on the Pack's financial condition at the monthly Committee meetings and report to the Chartered Organization as required on the financial condition of the Pack. Participate in developing the Pack's annual budget.

## Fundraising Coordinator

The Fundraising Coordinator is responsible for working with vendors to obtain Sales sheets and marketing information and communicating key dates and other information about the fundraiser to the Pack. The Coordinator helps schedule in-town sales, manages the collection of order forms and funds collected from Scouts, places product orders with the vendor and coordinates delivery of the product with vendors. Manages the distribution and pick-up of product by Scouts. Selects and distributes prizes to Scouts for their sales.

## Camping/Activities Coordinator

The Camping/Activities Coordinator is responsible for promoting Council Camp opportunities and other Pack and Council activities and events to the Pack. The Coordinator supports Pack involvement in these events by marketing the event and distributing marketing materials (if available) and health forms (if required). Coordinates the sign-up of Scouts and their families for the event and works with Pack Treasurer to receive any funds paid by Scouts to attend a camp or event. Ensures pre-availability at the camp or event, and is responsible for registering Scouts for camp and events in a timely manner to ensure participation is guaranteed based on registration deadlines.

## Pinewood Derby Coordinator

The Pinewood Derby Coordinator is responsible for managing the Pack's annual Pinewood Derby, including the set-up and dismantling of the racetrack and race venue. Is knowledgeable about Pinewood Derby car build rules and race regulations as published by the BSA, Council and the Pack. Communicates rules the Pack. Manages the car/racer inspection and check-in processes on race day. Operates the derby software and officiates all races.

## Blue and Gold Coordinator

The Blue and Gold Coordinator is responsible for managing the Pack's annual Blue and Gold event, including the set-up and clean-up of the venue. Assist the Bear Den Leader to ensure the event runs smoothly.

## PARENTS AND FAMILIES

Families play a central role in Cub Scouting, a role that goes far beyond just getting them to and from the meetings and sewing on patches. At its heart, Cub Scouting is a family program, involving parents and often other siblings in most activities. The family is the place youth learn and practice the values of Cub Scouting such as cooperation, faith, honesty, and responsibility. Scouting works best when it works with parents to reinforce these values and to strengthen relationships among family members.

At the same time, families have much to offer the pack. They are the primary source of pack leaders, of course, but even those who never sign on as leaders can support the pack, den leaders, and Cubmasters in critical ways.

## PARENT RESPONSIBILITIES

Scouting makes no secret about how parents should be involved. On the Youth Application is a short parent agreement, where parents or guardians commit to participate in meetings and activities, help their Scouts grow as Cub Scouts, and assist pack leaders as needed.

Here are some examples of family involvement.

- Working with their Cub Scout on advancement projects and activities outside of den meetings as needed.
- Attending pack meetings with their Cub Scout and supporting recognition ceremonies.
- Becoming a leader.
- Providing ways for their Cub Scout to earn money needed for den dues.
- Helping at an occasional den meeting on a specific project or adventure.
- Providing refreshments and transportation.
- Attending a council-organized family campout with their Cub Scout.
- Attending a pack overnighter.
- Communication (telephoning, email, text).

## PALs MEETINGS (Parents And Leaders)

1. PALs meetings are held once a month (with the exception of July) at a time and place designated by the Committee Chair. All committee members, den leaders, and applicable program committee members should be in attendance. These planning sessions finalize preparations for the current month's Pack meeting, initiate plans for future Pack meetings, and ensure all advancement awards earned by the Cub Scouts will be available for presentation.
2. While PALs Meetings are open to all Pack adults, only Council registered adults are eligible to vote at a meeting. Registration is accomplished by completing an Adult Leadership application and paying the annual National Registration fee. All parents and guardians are eligible to become registered volunteer leaders, and are highly encouraged to do so.

## PACK MEETINGS

1. Pack meetings will normally be held once a month at a time and place designated by the Pack Committee. Special events may be held on weekends at specified locations, Pack meetings are intended to be a display of Den accomplishments, a place of learning, and a place to have FUN!! As such, the Pack has established the following Behavior Policies which need to be learned and enforced:
  - a. Our meeting place is lent to us for the night and worthy of our respect. All children must remain in that portion of the building being used for the Pack Meeting and not be allowed to run in the hallways or enter any of the other rooms not designated for Pack use.
  - b. All Scouts and adults will be respectful of guest speakers and leaders addressing the Pack.
  - c. Observe the Cub Scout sign (right hand up with two fingers in a V-shape) when raised and become quiet. Leaders will ensure each Cub Scout and adult knows what to do when the Cub Scout sign is shown.
  - d. Scouts and family should attempt to arrive 10 minutes before the starting time so that meetings can begin promptly.
  - e. A parent or designated adult must accompany a scout to the pack meetings.
  - f. Dens will be assigned specific tasks for each Pack Meeting. Tasks will include but not be limited to; greeters/setup, opening/closing ceremonies (including flag detail), skits, songs, cleanup. However, all present are responsible for putting away their own chairs and cleaning their tables at the end of the meeting.



## YEARLY COSTS ASSOCIATED WITH SCOUTING

### 1. REGISTRATION FEE

- a. Required for all Scouts. It can be paid for out of *existing* Cub Bucks.
- b. Includes Boy's Life subscription and fees due to Occoneechee Council & BSA.

### 2. YEARLY DUES

- a. It is required of all Scouts and can be paid for out of *existing* Cub Bucks.
- b. Dues cover the costs of belt loops, badges, awards, graduation supplies (e.g. hat, neckerchief, neckerchief slide, book) that the Scouts earn during the year.
- c. For Scouts joining after November 30, the Dues portion are prorated downward (see Dues & Fee) but the Registration Fee is still required as the Council will charge the Pack full price for the new Scout regardless.
- d. Scouts that join after March 1 but before June 1 will be referred to the Cubmaster for dues amount determination.
- e. Scouts joining June 1 or later will be subject to the regular dues and registration fee for the upcoming year and are encouraged to participate in the fall popcorn sale to meet their Fair Share obligation to the pack.

### 3. SCOUT'S FAIR SHARE CONTRIBUTION

- a. The amount, which is determined annually during the Spring Planning and Budget Meeting and is further described in the Cub Bucks Policy and Fair Share Requirements document.
- b. The Fair Share covers the base level activities for the year such as Pinewood Derby, Christmas Party, Blue Gold Party, summer time activities, leader training, T-Shirts, and new member recruiting expenses to name a few.
- c. Fair share amounts are earned and generated by Scouts during the annual fundraiser during a 30 day period from late September through October. They are due and payable no later than the last day of the fundraiser and according the same schedule as Yearly Dues.

NOTE 1: Fair Share does not need to be an out-of-pocket expense. The Fair Share portion can be earned through participation in fundraising activities (Cub Bucks Policy section below).

NOTE 2: Dues for additional siblings are the same as the first scout in a family.

NOTE 3: Scouts that transfer from another active pack are subject to the regular dues as outlined above and any fair share amounts but are not required to pay the registration fee or the transfer fee if they paid it at the previous Pack. Verified at Council level.

## COLLECTION OF YEARLY COSTS

*Fees may be paid by cash, check or credit card. Any fees paid by credit card are subject to an additional 2.75% convenience charge.*

1. Yearly dues and registration fees, if applicable, are due and payable by the first den meeting in September. You have the option of paying your dues for the coming year any time after the 1st of the new calendar year, but please ensure that the payment is credited to the proper program year.
2. If paying the required dues presents a financial hardship for a family, two options are available. The first option is to meet with the Pack Treasurer to make arrangements for a payment plan. The second option is to meet with the Cubmaster or the Committee Chair to request a full or partial scholarship. Recipients must meet certain requirements as detailed in the scholarship guidance document to be eligible.
  - a. It is the desire of the Pack, District, Council and BSA that financial limitations should not prevent any interested child from participating in Scouting. Please let us know if the cost of Scouting presents a financial hardship for you in any way. We will be glad to work with you.
3. Please remember that your Scout will not be eligible to receive any awards, rank advancements, or participate in Pinewood Derby, etc. if your yearly dues and registration fees have not been paid or other payment arrangements (e.g. payment plan or scholarship) have been made.
  - a. For renewing Scouts and new Scouts that join from June 1 through August, payment or payment arrangements (e.g. payment plan or scholarship) are to be made by the first den meeting in September.
  - b. New Scouts that join following August must make payment or payment arrangements within 1 month of joining.

## FAIR SHARE

The Fair Share program has been established to help defray the total cost of Cub Scouts to the parents while also helping to reinforce responsibility and teamwork concepts to the Scouts. The Fair Share program is based on fundraising activities to help cover the annual operating cost of Pack 365. After the Pack Committee establishes the budget for the upcoming Pack year, the Committee estimates the amount of dues that will be collected. Any portion of the budget remaining is paid for by fundraising activities which for Pack 365 is the annual popcorn sale. Think of Fair Share as each Scout contributing to all the year's fun programs. To reach our fundraising/sales goal each year our pack determines a per Scout "Fair Share" goal. A Scout's "Fair Share" is what the pack projects will be spent per Scout for leader training, den supplies and various activities throughout the year. Any sales a Scout achieves beyond the "Fair Share" goal will be credited to the Scouts personal Cub Bucks account that they can use to help pay for various additional activities such as group camping, meals, scout day camp, visits to the USS Yorktown, Zoo Snooze, Sleeping with the Fishes or other special activities such as our God and Me program (see below for "Cub Bucks").

In order to fulfill your Scout's Fair Share, you and your Scout are provided the opportunity to participate in fundraising activities. The main fundraising activity is selling BSA endorsed Trails End popcorn. Trails End and our BSA council each keep a little more than 1/3 of each dollar of sales and the pack keep approximately 30% as its "profit" from popcorn sales. We realize that there are a lot of adjustments for new Scout families in their first year. Therefore, we reduce the Fair Share commitment for new Scouts (Scouts with no previous Scouting experience) by 50%. With any Scout who does not sell enough popcorn to earn their Fair Share amount, the family is responsible for paying the shortfall between the popcorn Fair Share earned and the target Fair Share amount required. By selling popcorn with the Pack at organized sales events and as an individual, with some effort, this should be a very easy and attainable goal.

**What if I would rather just write a check instead of sell popcorn or participate in fundraising efforts?** Our pack does provide parents the option of an "OPT OUT." This is for parents who may not have the time or simply prefer to write a check to cover their Scout's Fair Share. If you chose to "OPT OUT", the "OPT OUT" amount is the Fair Share amount designated for that Scout. Remember, that the Fair Share amounts are in addition to the Dues and Registration fees required. However, if you "OPT OUT", your Scout will not be eligible for Popcorn Prizes or Top Seller prizes that come through the popcorn sale or for "Cub Bucks," which are explained below. "OPT OUT" payments are due by November 1 each year.

## CUB BUCKS

**Are there any incentives if my Scout exceeds the required fundraising goal?** If your Scout exceeds their Fair Share goal, our pack offers a great incentive called "Cub Bucks". Once your Scout's "Fair Share" is covered, Cub Bucks are 50% of any "profit" amount above the mandated minimums of popcorn sales.

Cub Bucks will be tracked in an account after all fundraisers and your Scout can use these funds on any pack Scouting event, including camping. Unused Cub Bucks during the Scout program year (September – May) may be rolled over year to year and accumulated to pay dues in subsequent years, camping fees, God and Me or other pack programs. Cub Bucks may not be used for purchases at the Scout shop for personal camping or Scouting gear or equipment. Cub Bucks DO NOT transfer to other Packs or Troops and any funds remaining in a Scout's account at the time of transfer to another pack or if the Scout discontinues Scouting all together, are turned over to the pack general fund. Cub Bucks may not be transferred from one Scout to another Scout. We encourage the families to use the Cub Bucks for participation in the variety of Cub Scout activities as opportunities for growth and learning.

If a Webelos II Scout earns their Arrow of Light award and registers with Troop 365, the Scout is eligible to have their remaining Cub Bucks balance assigned directly to Troop 365. Any monies

will be distributed by check to the troop's finance chair, and not directly to the Scout, parents, or other designee. Scouts at no time can "cash out" their Cub Bucks for money.

The pack may elect to hold other fundraising events throughout the year after the annual popcorn sale. The amounts raised (profits) will be shared between the Scouts and pack at a predetermined level based on participation. As these opportunities arise, this information will be shared with all parents.

Scouts that do not meet the Fair Share popcorn goal must pay the pack the difference between their goal amount and the amount earned during the sale by November 15 each year. Scouts that join the pack after the annual popcorn sale has occurred must pay the full Fair Share amount based on their status of new or existing, or make payment arrangements within 30 days of joining. For new Scouts (transfers or joining), Fair Share amounts may be prorated based on the joining date according to a pack schedule. Finally, **No Scout will be turned away based on financial need.** We do expect everyone to participate and make a good effort. But if there are extenuating circumstances, please consult our Cubmaster, our Committee Chair or other registered leader if assistance is needed. Requests are held in complete confidence.

Dues and Fair Share amounts are prorated based on when a new scout or transfer joins the pack according to a schedule (please see the Pack Treasurer for the breakdown).

## PACK EXPENSE REIMBURSEMENT POLICY

### REIMBURSEMENT OF EXPENSES

Only registered leaders with Pack 365 may submit receipts for reimbursement of expenses incurred during the performance of duties required by their position. Actual receipts must be submitted to the treasurer for payment. Only those amounts consistent with the amounts outlined in that year's pack budget may be reimbursed. Receipts presented more than six months after the expense was incurred will not be reimbursed. Thank you for donating to the Pack.

### TRAINING

The pack will reimburse registered leaders as outlined in the annual pack budget, subject to available funds, the following items:

1. Training fees associated with the completion of leader training specific to their position in the Pack. Subject to Committee approval since most training is free online.
2. The pack will pay one-half of the required fees for specialized scout training such as Wood Badge for up to two registered leaders during a Pack Scouting year.
  - a. Travel costs (gas, meals and incidentals) to and from these events or other course costs for Wood Badge attendees are not reimbursed by the pack.
3. The pack does not pay for leader or scout physicals if required for specific events.

## UNIFORMS

The Pack will reimburse the cost of one uniform shirt plus the required patches, unit numbers, etc., for registered den leaders, the Committee Chair and the Cubmaster, with submission of a receipt.

## ADVANCEMENTS

To provide a record of advancements/awards for the Cub Scouts and Leaders of Pack 365.

1. It is the responsibility of the Advancements committee to keep a record of and to submit each Cub Scout's advancements/awards required by the guidelines provided in the BSA Guide to Advancement 2017, Page 14. [www.scouting.org/filestore/pdf/33088.pdf](http://www.scouting.org/filestore/pdf/33088.pdf)
2. It is the responsibility of the Advancement committee to keep a record of and submit training records for each Leader.
3. It is the responsibility of the Advancement committee to adhere to any policies/guidelines submitted and approved by the Pack Committee.

## SCHOLARSHIP GUIDELINES

Partial scholarships are available through the pack to assist with dues, uniforms and camp fees. Special trips, resident camps and day camps are not eligible for scholarship by the pack. Scholarships are open both to newly applying families and to existing registered members and can be applied for any time during the year.

The intent of the scholarship program is

1. To enable scouting participation for those who would like to join Cub Scouts but are financially unable to do so.
2. To help retain Cub Scouts who are already members of Pack 365 whose family financial circumstances have changed require assistance to remain and participate fully in Cub Scouts.

Funding for the scholarship program is provided by private donations and by the allocation of funds raised or donated through Pack 365 fundraising programs. Pack scholarships are available regardless of the amount, if any, of "Cub Bucks" that a Scout may earn or have earned during pack fundraising activities. However, "Cub Bucks" must be expended before any scholarship funds can be awarded. Scholarships will be limited to the availability of pack funds.

Applications to request a scholarship ask for a description of the need, how much financial assistance is requested and if assistance has been requested from other sources. The completed application is returned to the Committee Chair. The application is the only document required. Please request an application from the Committee Chair or any of your questions.

The application will be reviewed and awards determined by a review board made up of the Pack's Committee Chair, Treasurer and Membership Chair. The process is confidential and no other Committee members, adult leaders or Pack families will be made aware of the scholarship.

The review board may also recommend other sources of assistance (such as Occoneechee Council's campership program) and assist the family in pursuing those opportunities.

As with all our members, the Pack expects a significant level of commitment through attendance, job execution, active participation in fundraisers, and the generous donation of time and skills. The Pack reserves the right to withdraw scholarship funds at any time if this essential component of Pack membership is in question.

The Pack's Committee is excited to offer this opportunity. Every Pack member is a vital and precious part of our family, so please do not hesitate to take advantage of the scholarship if the need is there.

### POLICIES SPECIFIC to PACK 365

1. Leaders must submit all advancements/awards **one week** prior to the Pack Meeting to the Advancements committee.
2. No advancements will be awarded to a Cub Scout until all dues and/or payments due to Pack 365 are paid in full.
  - a. **\*\*Exception:** If the Cub Scout has previously made a payment or scholarship arrangement with the Pack 365 Treasurer and the first installment has been paid.
3. If a Cub Scout loses/misplaces any of his recognitions i.e.: advancements, achievements, belt loops/pin, etc. it is the responsibility of the parent to replace these items. If needed, the Advancements committee will provide documentation to the parent so these items can be replaced.
4. **No** advancements/awards will be awarded to a Scout until they earns the Bobcat Rank.

### CUB SCOUTS TRANSFERRING TO PACK 365

1. Advancement records (i.e. Rank Advancements, Arrow Points, WEBELOS Activity Pins, Belt loops/Pins, etc.) must be submitted to the Advancements Committee in writing, so we will have complete and updated records for the Cub Scout.
2. No achievements will be awarded to the transferring Cub Scout until these records have been submitted.
3. Any achievements earned by the Cub Scout prior to registering and/or transferring to Pack 365 will need to be submitted to and awarded by their former pack. Pack 365 assumes no responsibility (financial or otherwise) for awarding of ranks or other awards earned at a previous pack

### LEADERS TRANSFERRING TO PACK 365

It is the responsibility of each Leader to provide his/her training records to the Advancement Committee. Within 30 days of completion of training records need to be provided to the Advancement Committee.

## HEALTH FORMS

Health forms are needed to participate in certain activities such as Pack camping or Cub Scout Resident Camp. A current health form should be on file with the Activity/Outings Committee prior to attending the event. It should be updated annually . The Scout or parent should notify the Activity/Outings Committee of any health information that would materially change the Scout's health record. Forms can be download from the BSA Website:

[https://filestore.scouting.org/filestore/healthsafety/pdf/680-001\\_abc.pdf](https://filestore.scouting.org/filestore/healthsafety/pdf/680-001_abc.pdf)

## TRAINING

Training is an important part of the Cub Scout program. Youth Protection is required for all adults registering as a leader. Please print the certificate and supply it with the adult registration form.

Once in a leadership position, Position-Specific training is required to be completed and reported to the Advancements Chair within 45 days.

Parents are urged to support Pack activities by taking available training classes. Training for all positions are offered online at <https://my.scouting.org/> Registration is free and the courses are free. Wood Badge is an advanced leadership course that is available through the Council and it has a cost associated with it that the Pack is willing to split the cost for two participants annually.

## CAMPING FEES

Pack 365 may from time to time elect to attend fall or spring camporees, other district or council events or conduct outings as a pack only.

Many of these events will have attendance fees, over which pack 365 has no control, or camping fees, of which pack 365 has no control. The cost of these fees, as well as costs for meals that may be served by the pack during these outings will be provided as soon as feasible to all pack families so that a timely decision may be made whether to attend a particular outing. Cub Bucks may be used to offset any or all of these fees. Any balances remaining must be paid no later than the preceding den meeting for any event.

Most camps, camporees, cuborees or other outings are planned several months in advance and campsites must be reserved and meals must be purchased. Due to this requirement, we unfortunately cannot refund any camping fees once the Outings Chair has submitted payment to the camp, District, or Council office.

Planned meals for the pack will be provided no more than one week prior to the scheduled outing. If you or any member of your family has any meal restrictions, please provide them as

soon as possible to the Outings Chair so that suitable arrangements can be made. We will endeavor to meet your needs with regard to meal substitution.

In general, the pack typically prepares the following meals on a weekend campout:

Friday Night – Families are on their own

Saturday – Breakfast, Lunch and Dinner are provided by the Pack

Sunday – Breakfast is provided by the Pack

Depending on the number of meals actually provided, the cost per person is typically around \$10 for the weekend with a family food cost cap of \$40.00 (this does not include any program fees, t-shirt costs, or camping site fees which are in additional to the food total).

The pack will endeavor to provide simple, but filling and nutritious meals for active scouts. During Pack meal production, all families or assigned dens are expected to contribute – either directly in meal preparation, cooking or cleaning duties. Of course, keeping the Scouts occupied during this time and getting hands washed, etc. is an important and not to be overlooked responsibility.



## BOY SCOUTS OF AMERICA SCOUTER CODE OF CONDUCT

On my honor I promise to do my best to comply with this Boy Scouts of America Scouter Code of Conduct while serving in my capacity as an adult leader:

1. I have or will complete my registration with the Boy Scouts of America, answering all questions truthfully and honestly.
2. I will do my best to live up to the Scout Oath and Scout Law, obey all laws, and hold others in Scouting accountable to those standards. I will exercise sound judgment and demonstrate good leadership and use the Scouting program for its intended purpose consistent with the mission of the Boy Scouts of America.
3. I will make the protection of youth a personal priority. I will complete and remain current with youth protection training requirements. I will be familiar with and follow:
  - a. BSA youth protection policies and guidelines, including mandatory reporting:  
<http://www.scouting.org/YouthProtection.aspx>
  - b. The Guide to Safe Scouting:  
<http://www.scouting.org/scoutsource/HealthandSafety/GSS.aspx>
  - c. The Sweet Sixteen of BSA Safety:  
<http://www.scouting.org/scoutsource/HealthandSafety/Resources/sweet16.aspx>
4. When transporting Scouts I will obey all laws, comply with youth protection guidelines, and follow safe driving practices.
5. I will respect and abide by the Rules and Regulations of the Boy Scouts of America, BSA policies, and BSA-provided training, including but not limited to, those relating to:
  - a. Unauthorized fundraising activities
  - b. Advocacy on social and political issues, including prohibited use of the BSA uniform and brand
  - c. Bullying, hazing, harassment, and unlawful discrimination of any kind
6. I will not discuss or engage in any form of sexual conduct while engaged in Scouting activities. I will refer Scouts with questions regarding these topics to talk to their parents or spiritual advisor.
7. I confirm that I have fully disclosed and will disclose in the future any of the following:
  - a. Any criminal suspicion, charges or convictions of a crime or offense involving abuse, violence, sexual misconduct, or any misconduct involving minors or juveniles.
  - b. Any investigation or court order involving domestic violence, child abuse, or similar matter.
  - c. Any criminal charges or convictions for offenses involving controlled substances, driving while intoxicated, firearms or dangerous weapons.
8. I will not possess, distribute, transport, consume, or use any of the following items prohibited by law or in violation of any Scouting rules, regulations and policies:
  - a. Alcoholic beverages or controlled substances, including marijuana.
  - b. Concealed or unconcealed firearms, fireworks, or explosives.
  - c. Pornography or materials containing words or images inconsistent with Scouting values.
9. If I am taking prescription medications with the potential of impairing my functioning or judgment, I will not engage in activities which would put Scouts at risk, including driving or operating equipment.
10. I will take steps to prevent or report any violation of this code of conduct by others in connection with Scouting activities.