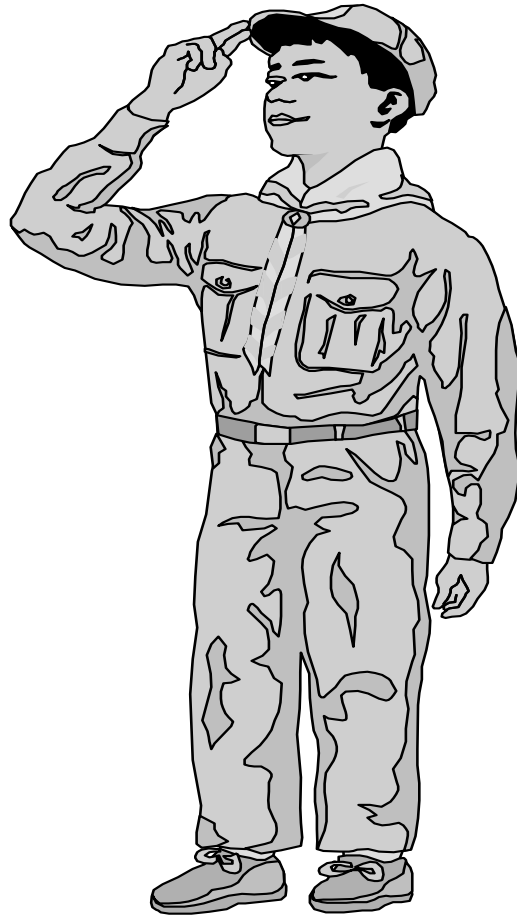


Cub Scout Pack 169

Handbook



Millgrove
Baptist Church
Unionville, N.C.

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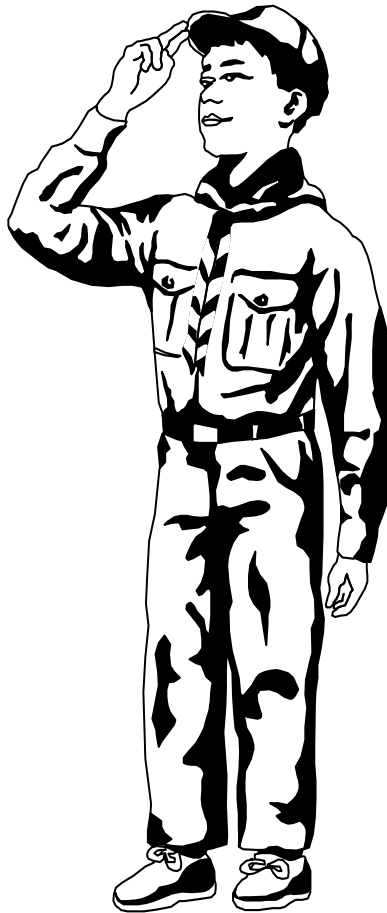
Welcome to Cub Scout Pack 169!

We are delighted that you have chosen to be involved with Cub Scouts. If you are not familiar with Cub Scouts, they are a part of Boy Scouts of America (BSA) and serve boys in 1st grade through 5th grade. There are five grade divisions:

1 st Grade	Tiger Cubs - Tiger Parents <u>required</u> to attend den meetings	
2 nd Grade	Wolf Cubs	} All Parents encouraged to attend den meetings
3 rd Grade	Bear Cubs	
4 th Grade	Webelos I	
5 th Grade	Webelos II	

Each division (called a "den") works towards each rank by earning selected achievements in their respective handbooks. When they have completed their achievements, they advance to the next rank at a special ceremony during our Bridging ceremony in May.

All the dens together are called the "Pack".



Important Phone Numbers

Millgrove Baptist Church	704.283.6415
Central NC Council P O Box 250 Albemarle, NC 28002-0250 Website address: cncbsa.org	704-982-0141
Carolina Scout Shop 2121 Westinghouse Blvd. Charlotte, NC 28273	704-583-2627

We will be providing a directory of each scout's name, parent's name, address, telephone number and email address if available.

It will be critical to have a current telephone number for the purpose of the "CALLING POST" messenger service for communication of various Pack events.

The "CALLING POST" is a recording that dials your number to give you a message. If your answering machine answers your phone, it will record the message. If you answer the call, simply listen to the directions on the recording and you will hear Cubmaster Blackburns' message. Caller ID's will show CALLING POST on your telephone screen, it's not a telemarketer nor a survey, just a recorded message.

Please update any of the above information immediately to ensure you continue to receive any changes or reminders of pack events.



Training

Training is an important part in the smooth operation of a pack. It is also in the best interest of the boys to have qualified and capable leaders. This makes scouting more enjoyable for everyone and leads to better retention of both boys and leaders over the years.

Pack 169 will pay for leaders to attend training sponsored by the Central North Carolina Council. Contact the Cubmaster for a schedule of the training calendar.

Meetings

All Meetings will be held at our Scout Hut on Old Camden Road.

* The den meeting nights could change.

Den Meeting Schedule

All dens meet as scheduled by your Den leader. Den meetings typically stay the same day and time throughout the year, but are changed sometimes due to work, or event constraints or times. All meetings are to be held at the Cub Scout Hut on Old Camden Rd., unless it is a special event of some sort, or your Den leader has something special planned.

Scouts need to bring their books to each den meeting, and need to be in uniform.

Each den has a designated leader and assistant leader. The Cub Scout will complete achievements on his own time and at the den meetings with guidance from his parents and leaders.

Pack Meeting Schedule (All Scouts and Parents Attend)

All Pack Meetings are the 3rd Sunday each month, except for the month of December, and the summer months. Be sure to check the Pack calendar on our website at www.ncpack169.com and/or listen for calling post messages of any changes.

All Pack Meetings are at Scout Hut @ 2:00pm. Unless noted otherwise.

Scouts and their families are encouraged to come together and celebrate the boys' accomplishments, special recognition awards, belt loops, and advancements, badges etc. earned will be given out at this time. We will play games, sing songs, have skits and just have fun.

Parent Table

A table will be located in the gathering hall with information about Pack 169 events. **Parents- it is your responsibility to check the table at every meeting. Den Leaders will NOT be sending flyers home.**

A parent will also be stationed at the table with various sign-up sheets, a box to collect monies for certain activities as well as to try and answer any questions you may have on the information on display.

Attendance

Starting September 19, 2004, Cub Scout Pack 169 will be recognizing scouts for their attendance.

Good Attendance = Can **NOT** miss more than 3 meetings (den and pack meetings)

Perfect Attendance = **NO** days missed

A scout will receive this special recognition at the first pack meeting in September of the following year.

Pack Program

In the back of your folder are copies of all programs offered by the Central NC Council for the Scouting year at Camp Barnhardt. You will also find directions and a map to Camp Barnhardt.

We will participate in 3 of these as a pack: Bass Pro Shop Great Outdoor Games (camp), Gold Rush at Camp Barnhart (camp), and A Call of the Wild (camp). Any Cub may participate in any of the other events individually as long as he registers and pays his money by the due date. Your Den Leader may elect to attend some of these events as a den, also. We also camp as a Pack at some of these events!

We do have several other events planned for the Pack, such as: Scout Nights at various sporting events (baseball, Bowling etc.), Busch Races @ Lowe's Motor Speedway, etc, so be sure to check out the calendar of events for more details.

We will try to do **at least** one Community Service Projects each year as a Pack. So far, we are going to participate in Angel tree for the under privileged children at Unionville Elementary school. Each Den Leader will have a program for their den based on the achievements required for their den's rank. This may include crafts, field trips or special guests.

We hope that these activities plus our regular planned meetings will result in a program that is fun and educational for you and your scout.

Boys work their way through Cub Scouts doing activities that are fun and challenging. The activities are carefully chosen to be age-appropriate and emphasize learning by doing. They are designed to:

- Influence a boy's character development and spiritual growth.
- Encourage good sportsmanship and pride in growing in mind and body.
- Improve understanding within the family.
- Strengthen a boy's ability to get along with others.
- Show a boy how to be helpful and to always do his best.
- Provide fun and exciting new things to do.

Uniforms

Pack 169 requires that the Cubs wear a uniform. That consists of at least a Cub Scout shirt with the council patch, pack numbers and world brotherhood crest, and belt with scout buckle. All patches and numbers shall be sewn on in the proper order and position according to Scout specifications. Each boy must also have a neckerchief and neckerchief slide and hat that correspond to the boy's rank.

Webelos can wear the Cub Scout blue uniform or the tan Boy Scout shirt with blue shoulder loops. Webelos neckerchief, slide and Webelos hat should be worn with both. If just coming into scouting, you can purchase the tan Boy Scout uniform.

It is requested that all boys have their uniforms by the Pack Meeting in September.

After that date, all boys will be required to be in full uniform for every meeting, trip or special outing we take. For financial assistance in purchasing uniforms, please see a Pack Committee Member or the Cubmaster. Uniform scholarships are available and are confidential.

We also encourage that all Cubs purchase a Pack 169 Class B, navy or gold t-shirt for \$7. These are to be worn on casual days (**to be decided by Leaders/Cubmaster**) and to all outside activities and trips unless otherwise stated. Also available in adult sizes, cost varies.

No patches other than the rank patches may be sewn on the Cub Scout uniform, **except** you may wear a temporary patch sewn on the right pocket for a brief period of time until you earn another special recognition, which would then replace it. There is a patch vest available at the Scout Shop to display patches other than rank patches or you may sew them onto a jacket.

The uniform not only lets the world know your boy is a Cub Scout but it also stands for a set of values and lessons that will help your Scout throughout his whole life. Please encourage your son to take pride in his uniform and to wear it.

Donation of Uniforms

If you decide to leave scouting or out-grow your current uniform and wish to donate your uniform, please see a pack committee member to do so. We will gladly accept your donation to be able to offer to another boy or leader that may be in need.

Advancements

All boys in a den should graduate to the next level with all required achievements earned by the end of the school year. During the summer months the boys can be working on their rank requirements and electives.

Den Leaders should plan meetings with adequate time necessary to help boy's complete achievements. **Den Leaders are responsible for keeping up-to-date and accurate records for advancement records, attendance.**

Den Advancement Reports are due to the Cubmaster and the Advancement Committee **no later than the Wednesday same week of the pack meeting each month.** This is necessary for the Cubmaster to evaluate the advancement needs of each den and get any problems solved or questions answered and allow the Advancement Committee time to purchase advancements before the pack meeting. Anyone who misses this deadline will be expected to go purchase advancements needed on his or her own time or they will be given at the next month's pack meeting. (This also includes parents!)

Achievement beads earned while working on your rank will be given out in your den meeting.

Anything earned in the week before the pack meeting will be awarded at the next pack meeting.

Belt Loops

In addition to the activities that contribute to advancement in rank, the scouts can earn belt loops and pins in the **optional** Academic and Athletic Program. The purpose of these awards is to encourage Scouts to try new activities and learn new skills. As in all activities in Cub Scouting, this is not meant to be a highly competitive program; instead the scouts are encouraged to **"do their best"**.

The Pack will purchase the belt loop that we offer as a Pack activity. If you choose to earn a belt loop on our own, once the requirements are met, let your Den Leader or Asst. Cubmaster know so it can be reported, then purchased and rewarded at the next months pack meeting. Those belt loops earned outside of a pack-sponsored event, are to be paid for by the parent. A bill will be generated for the cost of the belt loop and payment is expected upon receipt, or you may pay in advance. Belt loops are usually \$1.25 each, plus tax.

Patches and Awards

The boys need recognition for their involvement in special events and patches are a fun way to do this. These patches can be worn on a vest or jacket and this gives the boys something to show for what they have accomplished.

For example, these patches may be awarded by the Pack:

Blue and Gold	Day Camp	Scout Sunday	Camping Events
Popcorn Sales	Special Events	Pinewood Derby	Summer Participation

In order to keep the boys focused on doing these activities because that is what good Cub Scouts do, we will **NOT** inform the boys that they will get a patch. We will surprise them with it at the next pack meeting. Please do not buy any awards. The Pack will order all the awards/patches to be given at the pack meetings as they are earned.

Behavior and Manners

Boys in the Pack are expected to conduct themselves in an orderly manner during all meetings, trips and special events. The rules we have set forth are the same as they follow at home and school. These rules are not meant to be restrictive; rather, they are meant to ensure that each person receives the respect and consideration they are due.

It will be the responsibility of each leader and the parents to set forth the rules of behavior and make sure they are followed. When necessary, parents will be contacted for advice on methods of positive behavior correction.

Please review these rules with your son prior to the 1st den meeting.

The basic rules are as follows:

1. We ask that the Scouts address all adult leaders and volunteers by Mr., Mrs. or Ms. and their last name, showing a level of respect they deserve just like in school.
2. Scout Sign: When you see it you should sit down and be quiet, so you are ready to listen and follow instructions.
3. Be respectful.
Ex: be quiet when someone else is talking, do not interrupt and raise your hand when you have a question or answer.
4. Keep your hands and feet to yourself. No pushing or shoving.
5. Be aware of other people's property. If it's not yours and you don't have permission to be handling it, than leave it alone.
6. No foul language or verbal abuse will be tolerated.
7. No running in the HUT!
8. After we have had fun and made our mess – please clean up!
9. Please and Thank You go a long way towards making Cub Scouts fun for everyone.

Inappropriate Behavior

The goal of the adult leaders is to have a safe, fun Pack program for the Scouts. The adult leaders have the right to intervene in any situation that they deem unsafe. If a Scout is unwilling to abide by the requirements of the adult leaders in charge, the leaders may require a parent to come get the Scout.

Pack Budget

The Pack Budget is constructed to cover the following items:

- Leader Training
- Supplies
- Advancements and Special Recognition's
- Special Events such as Blue and Gold, Pinewood Derby, etc.

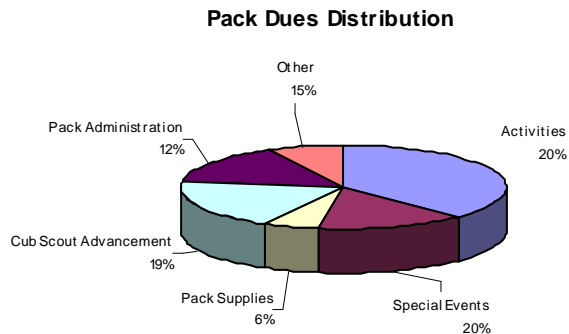
- All Leader and committee member registration fees

Detailed records and receipts will be kept of all expenses, fundraising, donations, etc. Budget information will be made available to anyone at anytime. Pack Award Ceremonies/events will not be appropriate times to give a run-down of the budget activity.

Our budget is based highly on our fundraisers. Each Scout will have a goal to reach to help our pack run as smoothly and efficiently as possible.

Pack Dues

Pack 169 annual dues are based on our proposed budget. This year, we have projected the cost for each scout to be \$120. We require that each scout remit the initial non-refundable deposit of \$50 at the fall registration. The \$70 balance can be earned through your percentage of the popcorn sale (\$150) and Barbecue tickets (\$50), you can write a check, or a combination of the two. Information on the popcorn sale will be given at the October Pack Meeting. The balance will be due no later than February the following year.



No awards and/or advancements will be given to your Cub Scout unless your dues are current.

Please note that Pack 169 will not deny any boy the chance to participate in Cub Scouting due to finances. If you are in need of scholarship funding for this fee, please see a Pack Committee member, the Cubmaster, or Assistant Cubmaster for further details.

Health Form

We would like to keep a comprehensive health form on file with the pack. Please complete the health form and return to your den leader. This information is taken on trips and will be used in case of emergencies, so complete it as thoroughly as possible. It is very important that the Cubmaster and your child's den leader know of any specific health or behavior challenges your child might have, so we can better serve you and your son.

Emergency Plan

Emergencies can arise at any time, any place. It is always a good idea to have a plan of action to follow in case of an emergency.

Listed below is a suggested plan:

- Secure the area with help of other leaders or passers-by.
- Give emergency first aid and have someone call 911. Request ambulance and local authorities as needed (police, fire, power company etc.)

- As soon as emergency crews arrive and you turn responsibility over to them, call the NC Central Council Office at 704-982-0141 or Union District Executive, Richard Naylor @ 704-291-9186
- Call the Cubmaster
- Call the parent, guardian or next-of-kin of injured party.
 - Tell them the situation in a calm voice.
 - Tell them of the extent of injuries.
 - In case of accidental death, let the Scout Executive communicate this information.**
 - Tell them where the injured party was taken for treatment.
- Call Pack Committee Chairperson and ask them to call other parents of Cubs on the trip.
- **DO NOT talk to reporters, TV crews, radio crews, etc.** If asked for information, tell the following:
 - “I’m not authorized to make any comment. You will have to call the Central NC Council. Thank you.” Repeat as often and politely as you have to. If they become really bothersome, ask a policeman to remove them from the scene. **DO NOT** give them the Councils phone number.

Entertainment/Electronics

Pack 169 does not allow the use of “entertainment” electronics (walkman, TV’s, tape players, CD’s, electronic games, headphones, etc) at scout meetings, scout sponsored functions, or scout outings, including camping trips, (unless specifically instructed to do so). This goes for the leaders as well.

Electronic devices such as two-way radios, cellular phones, and radios used to check weather reports or other devices that are used to insure the safety of the scouts, parents or leaders are allowed.

Camping Guidelines

Pack 169 will conduct several family camping trips each year. The scout is encouraged to attend all overnight campouts with his family. In the case of special family circumstances, other arrangements can be made only with authorization from the Cubmaster and the Pack Committee Members. The Boy Scouts of America has established the guidelines for its member’s participation in camping activities.

A Cub Scout may participate in overnight camping when supervised by his mother, father or another guardian. If a parent cannot attend, the boy’s family must make arrangements for another adult relative to be a substitute for a parent at the campout. It is essential that each Scout be under the supervision of an adult. Cub Scouts are limited to boy-parent excursions or program-managed family camping designed for the entire family.

When staying in tents, no youth will stay in the tent of an adult other than his or her parent or guardian. There are exceptions for Webelos Scouts at approved outings.

Drug, Alcohol and Tobacco Use and Abuse

The Boy Scouts of America prohibits the use of alcoholic beverages and controlled substances at encampments or activities on property owned and/or operated by the Boy Scouts of America, or at any activity involving participation of youth members.

Adult leaders should support the attitude that young adults are better off without any tobacco products and may not allow the use of tobacco products at any BSA activity involving your participants. All Scouting functions, meetings and activities should be conducted on a smoke-free basis, with smoking areas located away from all youth participants.

Guns and Firearms

The Boy Scouts of America adheres to its long-standing policy of teaching its youth and adult members the safe, responsible, intelligent handling, care, and use of firearms, air-guns, and BB guns in planned, carefully managed and supervised programs.

Gun-shooting sports are NOT an approved part of the Cub Scout program except at council-approved Cub Scout camps. At camp, Cub Scouts may have an opportunity to take part in a BB gun (rifle) safety and marksmanship program under the direction of a trained and certified BB-gun range officer.

Cub Scouts are not permitted to use any other type of handgun or firearm. Except for law enforcement officers required to carry firearms within their jurisdiction, firearms shall NOT be brought on camping, hiking, backpacking or other Scouting activities.



Internet Guidelines

Pack 169 has a working website: www.ncpack169.com

The basic guidelines are as follows:

- No last names for the boys or adults are used on the site.
- Pictures are identified by the event only and no names (first or last) are associated with photos.
- The pack will have a e-mail account for all mail sent and received, this account is only used by adults.
- If for any reason you do not wish to have your child's picture on the website, please notify a Den Leader, Pack Committee Member, Cubmaster or Asst. Cubmaster.

These are national policies enforced by the adult leaders of Pack 169 and violation of these policies by the boy or his parent will result in the removal of the scout from the pack. Repeated violation by members of a Pack can cause the revocation of the Pack charter by the Boy Scouts of America.

Use of Knives by Cub Scouts

To earn the right to carry a pocketknife at Cub Scout functions, **the scouts must be in third grade and have earned the *Whittling Chip* by completing the *Shavings and Chips Achievement 19* in the *Bear Cub Scout Book*.** Please do NOT give the boys knives until they meet these requirements.

In return for the privilege of carrying a pocketknife at Cub Scout functions, the Cub must understand the rules for safe use of a pocketknife and handle his pocketknife with care. Failure to follow the guidelines will result in suspension of carrying privilege.

BSA guidelines provide that the knife must be a folding knife with a blade shorter than the palm of the boy's hand.

Background Information Checks

The Charter Organization and Pack Leaders reserve the right to do background checks on anyone wishing to volunteer and lead the scouts in Pack activities. We continually strive to provide a safe and nurturing environment for your child and would hope that everyone agrees with the benefits and reasons for doing such checks. **The safety and well being of your child will always come first.**

Parents/Volunteers

Family involvement is the foundation of the Cub Scout Program. The success of a pack and of a boy **strongly depends** on the involvement of parents and adult partners. For this reason, Pack 169 **will require** at least one parent to register to volunteer when your son(s) registers.

Please be sure to sign up to help on a committee or be a den leader or assistant leader.

In addition, if you are interested in being a leader, assistant leader or pack committee member, you must also complete a Volunteer Registration form and return it to the Membership and Registration Chairman or the Cubmaster.

Pack Committee

The pack committee is the collective term for the different volunteer groups needed to help run the pack. They are composed of parents or other interested adults.

The main goal of the pack committee is to take over the planning and coordination of special events so the leaders can focus on the boys. We have five pack sub-committees, ranging in size from 2-4 people.

Planning begins at least one month in advance of the scheduled activity. This will allow everyone to have ample time to meet and discuss plans.

Volunteers may serve on more than one committee. The following is a list of the committees:

Committee	# Of Members	Duties
Pack Committee (Pack Comm. Chair, Secretary, Treasurer, Advancement, Outings, Communications, Charter Rep., and Member and Reg.)	4-8	Oversees the operation of the Pack, approves leaders and is the link between Faith UMC and Pack 151.
Pack Meeting Coordinator and Sub-committee	2-4	Reserve meeting hall, help the coordinator plan and decorate for all Pack Meetings, greets parents and guests as they arrive. Organize the rotation of dens for snacks, and set-up/clean-up also.
Advancements Sub-committee	4-6	Coordinate with Advancement Rep. on collecting achievement reports from Den Leaders to purchase and organize awards, earned by scouts to receive @ den and pack meetings.
Fundraiser Coordinator and Sub-committee	4-6	File necessary paperwork, secure items for sale, arrange for pick-up, track sales and income, schedule sales teams, goal set and planning, obtain and track prize program, etc and turn in deposits to Treasurer.

Special Events Coordinator and Sub-committee (Pinewood Derby/Races, Blue and Gold Banquet, Graduation -Advancement Day, etc.)	4-6	Reserve a location for special event, plan and coordinate program with Cubmaster, organize set-up/clean-up, organize den food sign-ups with Leaders.
Outings Sub-committee (Pack trips such as: camping, Annual "Big" Trip, Scout Night @ sporting events and Camp Barnhardt events)	2-4	Coordinate with Outings Rep. on all aspects of outings including sign-ups and collection of monies for registration.
Historian/Scrapbooker and Sub-committee	2-4	Photos wanted! We need pictures of den and pack activities to display on bulletin boards, traveling display, Pack meeting display and to "scrapbook" our history.
Den Leaders and Assistant Den Leaders	For: Tiger, Wolf, Bear and Webelos	Use planning to plan and organize den meetings, delegate den-meeting responsibilities among parents and keep track of awards earned.
Communications Sub-committee	2-4	Publish newsletter, make event signs, manage newspaper ads and articles, and make flyers. Website management a plus.

Thank you for joining Cub Scout Pack 169. We appreciate your support!