

**2012**

**School Night for  
Scouting**

**Unit Leader  
Guidebook**

Crossroads of America Council

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## School Night for Scouting Overview

The goal of the Crossroads of America Council is to improve upon the School Night for Scouting campaign, helping our Scout units recruit and retain more youth members than ever before.

Lessons Learned from Last Year:

- We didn't have enough district level volunteers to help packs be successful.
- More school districts are moving their start date earlier in the summer, so kickoffs need to be held earlier in the summer to provide pack leaders plenty of time to prepare for their recruitment.
- Units that scheduled their dates early were usually more prepared than packs that delayed setting their dates.
- Many packs were not good at "closing the sale" at the Sign-Up meetings.
- We missed out on recruiting Boy Scouts that showed up at the Sign-Up meetings because no Boy Scout leaders were in attendance to answer their questions.
- We need to do a better job at reaching out to brand new leaders, before their application is turned in. Once basic contact information is received by the council, we can begin to provide resources, information, and training to assist them in their new role.
- Moving charter renewal to the fall affects pack joining fees, which need to be laid out and explained to new families.

To ensure success, volunteers and staff at all levels will work together to address the items listed above. We will also continue to:

- ✓ Communicate with School Superintendents and Principals explaining what we are doing and what we are asking them to help us with.
- ✓ Provide the necessary recruiting materials to each pack in the council.
- ✓ Build excitement by offering an incentive item to each new youth member that joins in July, August or September.
- ✓ Involve youth and parents in fun activities right away – the Cub Scout Fun Day is designed to be that fun activity, without requiring the Cub Scout pack leaders to do anything more than communicating the date to parents.

While our goal for School Night for Scouting is to give boys the opportunity to join our program, our ultimate goal is to have boys stay involved in Scouting so that they can receive the full benefits of our youth development program.

School Night for Scouting is just one part of the overall annual membership cycle. While we are preparing our unit leaders for the fall recruiting campaign, it is important for us to help the leaders understand the full membership cycle.

## New for 2012

Taking into consideration the lessons learned from last year, the following changes are being made to the 2012 School Night for Scouting campaign:

- **Localized June School Night Kickoffs** – Districts will now be holding their own School Night for Scouting Kickoff during the month of June. The intention is to provide a more convenient location for leaders to attend the event, while accommodating earlier school start dates.
- **New marketing materials** – The 2012 national recruitment campaign built on the premise that the only thing more exciting than being awarded a badge is the unforgettable, once-in-a-lifetime experience that went into earning it. Using iconic “patch” imagery, the spirited campaign stays focused on a true element of Scouting – achievement.
- **Grassroots Marketing Efforts** – We have added some new resources for your recruiting toolbox. A new piece this year is a customizable doorhanger. Use them to target neighborhoods and apartment communities so that every boy has the opportunity to join Scouting.
- **Emphasis on receiving new leader contact information** – In between your Sign-Up night and Parent Orientation you are encouraged to identify potential new leaders and contact them about volunteering for a position in the pack. To ensure they can begin to receive resources, information and training to assist with their new role, we will be requesting their contact information as soon as they are identified. The Parent Attendance Sheet serves as the primary method to collect contact information at the Sign-Up night and Parent Orientation. Please checkmark in the “Interested in Helping” column, so that individual may begin to receive information. Adult applications should be turned in promptly.
- **Fall Charter Renewal adjustments** – As we enter the second year of Fall Charter renewal, many packs have an idea of how this process now affects new Scouts joining and unit finances. We will explain again this year:
  - The importance of turning in applications on time so they can be registered before the charter renewal process begins in October.
  - How to explain to parents that the pack needs to collect a “pro-rated” registration fee for current month-December and for all of 2013.

## Packs Need to Be Prepared to Receive Boys

Packs with an excellent track record of recruiting and retaining members have one thing in common – they are prepared to receive boys into their program. What does this mean? A pack is prepared to receive boys when the leaders have:

- ✓ Created a program **calendar** for the next year.
- ✓ Created a **unit budget** and are good at explaining how much Scouting costs and how the parents can help pay for the program.
- ✓ Prepared a **well planned Sign-Up meeting** that sells the benefits of Scouting.
- ✓ Evaluated the leadership positions that need to be filled and have a **game plan for recruiting parents** to fill those vacancies.
- ✓ Developed a plan to contact each of the families after the Sign-Up meeting to remind them about the **Parent Orientation** meeting. When the new parents attend the orientation meeting, the pack program can be explained in more detail in terminology that is easily understood by the parents.
- ✓ **Scheduled den and pack meetings to start right away.** Boys that don't attend the first few meetings are contacted to make sure they knew when and where the meetings are held.
- ✓ Invited families to **participate in a fun outdoor activity.** The council Cub Scout Fun Day at the Indianapolis Motor Speedway or a local district event can meet this objective.
- ✓ Identified any problems that may make members leave and find solutions as quickly as possible.

## **Role of the District**

The District School Night for Scouting Chair, District Membership committee and professional staff are responsible for helping prepare the pack leaders in their area to receive boys. Specific responsibilities are:

### **District School Night for Scouting Chair**

- Recruit and train School Night for Scouting Trainers and Coaches.
- Assign Trainers and Coaches to work with specific packs (after prioritizing the needs of each pack).
- Assist in conducting the district's School Night Kickoff.
- Confirm Sign-Up and Parent Orientation dates with pack leaders.
- Communicate with Trainers and Coaches to ensure every pack is prepared to conduct a successful School Night for Scouting campaign.
- Coordinates the collection of new member applications.

### **School Night for Scouting Trainer**

- Trains the pack leaders in how to develop a program plan for the year, a budget and a pack newsletter.
- Is closely involved with the pack in planning the School Night Sign-Up & Parent Orientation meetings.
- Assists pack leaders with conducting the School Night meetings.

### **School Night for Scouting Coach or Commissioner**

- Contacts the pack leaders prior to School Night to ensure they are ready.
- Attends the pack School Night meeting to assist as needed and help collect applications.

### **Professional Staff**

- Communicates with School Superintendents and Principals.
- Works with the council support staff to print recruiting flyers.
- Arranges the school visit to distribute flyers and talk to the boys about Cub Scouting.
- Collects applications from the District School Night for Scouting Chair.

## Role of the Pack

The recruiting of Cub Scouts and leaders happens at the pack level. While the Crossroads of America Council and the district volunteers will support each pack in their recruiting efforts, each pack will be responsible for the following:

- Make a commitment to conduct the School Night for Scouting recruiting meetings within two to three weeks of the first day of school.
- Confirm the date selected with the District School Night for Scouting Chair or district professional by **June 30, 2012**. School calendars are usually available in April or early May and it will be easier to confirm a date with the principal before school ends for the summer (principals are very busy and difficult to reach right before school opens again after the summer break).
- Attend your district's School Night for Scouting Kickoff in June to receive resource material, training and yard signs.
- Distribute yard signs to current pack members asking them to display the signs in high visibility areas from July through September.
- Recruit enough current leaders to conduct a well-organized recruiting meeting that follows the council plan.
- Turn in the new member applications to the District School Night Chair or District Professional in a timely manner.
- Distribute incentive items to new Cub Scouts.
- Coordinate the registration and participation of families at the Cub Scout Fun Day.
- Encourage new leaders to complete training for their position as soon as possible.

## Timeline Summary

June	Attend your district's School Night for Scouting Kickoff (receive recruiting materials)
By June 30	School Night for Scouting date confirmed and turned in
June & July	Pack leadership prepares to recruit new Scouts
July or August	Attend your district's Program Kickoff
2-3 Days Before Sign-Up night	Professionals will visit schools and distribute flyers
August/September	Conduct School Night for Scouting Sign-Up meeting
Within 3 days	Turn-in applications and receive incentive items
One week Later	Conduct Parent Orientation meeting
One week Later	Den meetings start
October 6	New Scouts and families attend Cub Scout Fun Day

## Grassroots Marketing

- **Yard Signs** – Display the yard signs in high traffic areas in your neighborhood and near the school you recruit members from. Many parents who come to School Night recruiting meetings say they learned about it through the yard signs.
- **Posters** – You can put up posters anywhere – school, daycare centers, community centers, grocery stores, restaurants, bowling alley, etc.
- **Doorhangers** – Use to target neighborhoods and/or apartment communities. Customize with your pack’s information. Especially a helpful tool for packs with limited school access.
- **Church Bulletins** – Send announcements to area churches notifying them that your pack will be recruiting members. Ask the church to publish your announcement in the church bulletin the Sunday before your recruiting meeting.
- **School Open House** – This is a great time to have a booth set up to show off Cub Scouting and explain what your pack does. The open house should not replace your School Night for Scouting recruiting meeting, but should be used to encourage people to attend your recruiting meeting.
- **E-mail Invitations** – Ask the families in your pack to send an email invitation to all of their friends that have Cub Scout age boys. People like to join organizations where they know other people. An email message helps them understand that their friends are involved too. Here is a sample:

My son is a Cub Scout in pack \_\_\_\_ that meets at \_\_\_\_\_. Our Sign-Up night for new families is on \_\_\_\_\_ at \_\_\_\_\_.

Cub Scouting is really fun and our whole family enjoys it. It would be great if you were a part of it too.

Scouting is not only fun, but it also teaches the boys great lessons about teamwork, leadership, and lifetime skills. I hope you will stop by and learn more about our Cub Scout pack.

## Council Marketing

The Crossroads of America Council is marketing Scouting through many different methods that are designed to support your grassroots marketing efforts.

- **New flyers and posters** – The 2012 national recruitment campaign built on the premise that the only thing more exciting than being awarded a badge is the unforgettable, once-in-a-lifetime experience that went into earning it. Using iconic “patch” imagery, the spirited campaign stays focused on a true element of Scouting – achievement.
- **Visibility at the State Fair** – The council will again be coordinating an activity area at the State Fair that is designed to showcase what Scouting has to offer youth.
- **Be A Scout Website** – Almost all of the recruiting materials will have information about national’s Be A Scout website – [www.BeAScout.org](http://www.BeAScout.org). This website is designed to explain what Scouting is about to youth and parents and to help them get in contact with the local leaders of the Scouting program for their age.
- **Billboards** - Throughout the year, billboards will be on display (when available) on highly traveled highways.
- **Radio and Television Ads** - The council has developed ads that will be broadcast on local stations around the council.

## Council and District Leadership

District	District SNFS Chair
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North Star	<b>Tom Sugar (Zionsville)</b> (317) 873-2436 sugarscouts@gmail.com
Old Trail	<b>Carlos Bustamante – District Executive</b> (765) 489-4552 cbustama@crossroadsbsa.org

District	District SNFS Chair
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## Incentive Programs

An incentive program has been developed to encourage packs to conduct their School Night for Scouting recruiting meeting before September 14<sup>th</sup>. Packs that follow this timeframe are eligible for the following recognition programs.

### Cub Scout Rockets for New Youth Members

Each new Cub Scout registered by September 14<sup>th</sup> will receive a Cub Scout bungee rocket.

- Each School Night Coach, Trainer or Commissioner will have a supply of rockets available at your recruiting meeting.
- The Coach, Trainer or Commissioner will give the pack ONE rocket for each application that is turned in for processing. The district volunteers, professionals and Scout Service Center staff will need to account for each rocket given out. ***So please don't ask them to hand out rockets without having turned in applications.***
- If the pack doesn't turn in the applications on the night of the recruiting meeting, rockets will not be able to be handed out. The pack will need to pick up the rockets from the district School Night for Scouting Chair, district professional or Scout Center.



### Discount Prices on Derby Kits for Packs

Packs that increase their registered youth membership 10% by November 1, 2012 (compared to December 31, 2011), will receive a one-time coupon for the purchase of their Pinewood Derby cars, or Space Derby kits for their entire Pack at a 10% discount in the Scout Shop.

#### Example:

- *Your pack had 26 boys registered on December 31, 2011.*
- *$26 \times 10\% = 2.6$  (we can't have .6 boys, so round it up to 3).*
- *$26 + 3 = 29$ . So if your pack has grown to 29 registered Cub Scouts by November 1, 2012, your pack will qualify.*

When achieved, the 10% discount coupon will be sent to the Cubmaster after November 15<sup>th</sup>.

## Volunteer Recruiting Ideas

Every Cub Scout pack needs volunteers to make the program happen. Below are some ideas and hints to help you recruit adult volunteers into your pack.

### Recruit volunteers before School Night for Scouting

The most successful packs review their leadership needs and recruit new leaders *before* School Night for Scouting even happens!

Consider this example: The den leader for your Wolf den moved out of town this summer. Which do you think would be the better option:

- Wait until School Night for Scouting and hope that a parent with a second grade son shows up and (despite having no knowledge about Scouting) volunteers to be a den leader. – **OR** –
- Call last years den leader and ask if he/she could suggest which one of the parents in the den would be a good den leader, then recruit that person to fill the vacancy before School Night.

### Recruit volunteers between the School Night for Scouting recruiting meeting and the Parent Orientation meeting

- Use the talent survey sheets to find out parents skills.
- After the School Night for Scouting meeting, identify parents that could be den leaders or fill other key roles.
- Talk to them before the Parent Orientation meeting and recruit them to be a leader.

### Why Do Adults Hesitate to Volunteer?

They don't know anything about Scouting.

Let them know it is easy to learn and you will help them. Explain that many printed resources are available and training will make it much easier for them.

They are too busy.

Aren't we all? Be realistic about time commitments, and find a job for them that will fit their schedule. If the adult can't commit to weekly meetings and being a den leader, could they they do a once a year job like organizing the pinewood derby? The key here is to have many different jobs available in the pack.

They don't know what is expected.

Give them a position description and explain what resources are available to help them meet the expectations.

## Training for New Volunteers

Every Cub Scout pack needs volunteers to make the program happen. To be effective, these leaders need to be trained. The information below explains what training volunteers need to take to be trained for their position. All of these training sessions are available online at <https://myscouting.scouting.org>. You will need to create a user account before completing any of the training sessions.

**Youth Protection Training** – Before any adult can be registered as a leader, they must complete Youth Protection Training. At all times, youth safety is the number one priority. At the same time, adults need to know the rules for keeping themselves safe, too. Comprehensive Youth Protection training teaches all the do's and don'ts of working with youth. This training is offered online or may be taken as part of a district or council training course. When the adult has completed the online course, they must make sure to print the certificate indicating that they have completed the course. A copy of this certificate must be turned in with the adult leader application.

- New leaders must complete Youth Protection Training before submitting their application for registration. The certificate of completion must be attached to the application.
- Youth Protection Training must be renewed every 2 years. If a volunteer's Youth Protection Training is not renewed at the time of recharter, the volunteer will not be reregistered.

**This is Scouting** – Picks up where Fast Start leaves off with six modules of training: *The Mission of Scouting, Programs for All ages, Scouting is Fun, Scouting in the Community, Keeping Our Youth Safe, and Scouting's Legacy*. This is also an online training course. Not required to be considered “trained”, but beneficial to new leaders.

**Position Specific Training** – Based on the leader's position. These courses are available online and also as classroom sessions in the district. Position specific training sessions are available for these leadership positions:

- Tiger Cub den leaders
- Wolf and Bear den leaders and assistants
- Webelos den leaders and assistants
- Cubmasters and assistants
- Pack committee members
- Pack Trainers
- Scoutmasters and assistants
- Varsity Coaches and assistants
- Venture Crew Advisors and assistants.



**Special Note** – In addition to position specific training, Boy Scout leaders and Varsity Scout leaders must also complete *Introduction to Outdoor Leader Skills* to be fully trained.

## Recruiting Materials Check List

The following items will be provided by the Crossroads of America Council **at your district's June School Night for Scouting Kickoff:**

- A School Night for Scouting Packet (for each unit)
  - Unit Leader Guidebook
  - Leadership Inventory Sheet
  - Sign-In sheet sample
  - Parent Talent Survey form sample
  - Applications (samples of youth and adult)
  - New Family Orientation Guide sample
  - Recruiting flyer sample
  - Door hanger sample
  - Boys' Life mini-magazine sample
  - Report envelope sample
- Yard Signs (to display in July, Aug & Sept in high traffic areas)
- Posters

In addition to these materials, the Trainer, Coach or Commissioner that has been assigned to the pack will also have a crate of materials ready to use during the recruiting meetings. Crates can be checked out from the district professionals. The crate will contain:

- Youth and adult leader application forms
- Door Signs
- Sign-In sheets
- Table Tents (for assigning parents to sit at tables by grade)
- Handbooks & Leader Books (for display only)
- Parent Talent Survey forms
- New Family Orientation Guides
- Boys' Life mini-magazines
- Activities flyers
- Training flyers
- Scout Shop Information Flyers
- Misc other supplies (pens, tape, name tags, etc.)

### Items each pack will need to provide:

- Pack Calendar
- Pack Newsletter (including contact information)
- Display materials (for example - pack flag, derby cars, photos, patch vest) - encouraged but not required

## School Night for Scouting Sign-Up Meeting Agenda

### 6:00 Set Up

Assigned to \_\_\_\_\_

- Set up tables and chairs as needed.
- Set up Cub Scout projects & exhibits.
- Make sure all materials and equipment are on hand.
  - ✓ Pre-opening game materials
  - ✓ Attendance sheets, den rosters and pens
  - ✓ Youth and adult registration applications
  - ✓ Boy's Life mini-magazines
  - ✓ New Family Orientation Guides
  - ✓ Pack Calendar & Contact Information
  - ✓ Parent Talent Survey Sheets
  - ✓ Ceremony and games equipment

**Note: You want to ask a Boy Scout troop leader to attend in case any older boys (5<sup>th</sup> grade or 11 years old) show up to join. See Sample Script for Boy Scout Sign-Up Night on page 22.**

### 6:15 Gathering Time

Assigned to \_\_\_\_\_

- The welcoming committee greets families as they arrive.
- Ask parents to print name and phone number on attendance sheet.
- Each parent should receive:
  - Youth Application form
  - Parent Talent Survey sheet
  - Pack Calendar with contact information
  - Boys' Life magazine for their son
  - New Family Orientation Guide
- Direct families to sit at tables by grade (use the table tents).
- Have a pre-opening "ice-breaking" game for early arrivals.
- Get the meeting started on time.

### 6:30 Start the Sign-Up Meeting

Assigned to \_\_\_\_\_

#### Welcome and Opening

- Teach the Cub Scout salute
- Lead the Pledge of Allegiance
- Teach the Cub Scout sign

#### Briefly explain the Cub Scout program

- Include Scouting's aims and the purpose of Cub Scouting.
- Review joining requirements (shown on the youth and adult applications)
- Explain how Cub Scouting is organized.
- Briefly explain the advancement program (this will be reviewed in more detail at the parent orientation meeting)
- Explain the fun activities Cub Scouts can participate in.

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**Have the boys go to another room for games and activities. Have at least two adults leading the new Cub Scouts.**

Discussion with parents while boys are out of the room

- Ask parents to fill out the talent survey sheet. Explain that the pack will be asking every parent to help in some way during the year. Some dens may need den leaders, but every parent will be asked to serve as a helper or on a sub-committee. The talent survey form will help the pack find the right job for each person.
- Have parents complete the *Youth Application*, going over it with them step by step.
- Review the family's financial commitment upon joining the pack. Discuss registration fees, den dues, and money-earning projects of the pack.
- Discuss *Boy's Life* magazine, its value, and cost.
- Emphasize the importance of the complete uniform.
- Answer any questions.
- Collect applications, registration fees & talent survey forms.
- Before the boys return for the closing – explain to the parents that the Boy Scouts of America has Youth Protection Policies in place that are designed to keep Scouting safe for the boys and adults. Ask each parent to become familiar with these policies by completing the Youth Protection Training online at <https://myscouting.scouting.org> before the Parent Orientation meeting.

**7:00 Closing**

**Assigned to** \_\_\_\_\_

Announce the dates for the following meetings & events:

- Parent Orientation Meeting
- Cub Scout Fun Day

Share an inspirational thought that emphasizes the importance of family involvement (suggestion – “The Yard Stick Story”)

Thank everyone for coming

**7:15 Clean Up**

**Assigned to** \_\_\_\_\_

***Immediately after the meeting:***

- Make sure that your pack treasurer is in attendance so they can write a check for the registration and Boy's Life fees that are due (especially important if you charge parents more than the national registration fees).
- If an individual is interested in being a leader, checkmark the “Interested in Helping” column on the Parent Attendance Sheet. This will ensure they will begin to receive essential resources.
- Turn in the new youth applications and fees to the district volunteer. Every application has multiple copies, so your pack will be able to keep a copy for your records.
- **Make sure that someone (Cubmaster, Pack Chair, etc.) calls the district professional that night to report how many youth were recruited.**

## Sample Script for the School Night for Scouting Sign-Up Meeting

### Start the Recruiting Meeting

Good evening, my name is \_\_\_\_\_. Welcome to the Sign-Up night for Pack \_\_\_\_\_.

We start every Cub Scout meeting with the pledge of allegiance. But before we do that, there are two things that I need to teach the boys.

Boys hold up your right hand. Spread out your pointer finger and middle finger like this (demonstrate). This is the Cub Scout sign. You can remember what it looks like by thinking of a wolf that has his ears up, listening in the woods. Whenever you see a leader do the Cub Scout sign, this means everyone needs to be quiet. Also, when you see the sign, you need to do it too, so everyone gets the message quickly.

Now let me teach you the Cub Scout salute. Let's start with the Cub Scout sign (demonstrate). Now put your two fingers together and move your hand up to your forehead like this (demonstrate). When we do the pledge of allegiance, everyone is taught to put their right hand over their heart to show respect to the flag. Scouts in uniform do the salute to show the same respect. Even though you don't have your Cub Scout uniform yet, tonight when we do the pledge of allegiance, you can do the Cub Scout salute for practice.

Ok, now we are ready for the Pledge of Allegiance. Have Cub Scouts or Boy Scouts lead the flag ceremony.

**Have any 11 year old boys and their families interested in Boy Scouts meet with troop representative(s) outside of room.**

### Explain the Cub Scout Program

How many of the parents have been involved in Cub Scouts before? For those of you that are not familiar with the Cub Scout program, let me explain.

Since its beginning, the Cub Scout program has been a fun and educational experience concerned with values. The values we teach are found in the Cub Scout Promise, the Law of the Pack and the character connections activities found in the Cub Scout handbooks.

Besides providing a positive place where boys can enjoy safe, wholesome activities, Cub Scouting focuses on building character, improving physical fitness, teaching practical skills, and developing a spirit of community service.

Cub Scouting is an age-based program. Boys that are in 1<sup>st</sup> grade, participate with other boys in 1<sup>st</sup> grade. The age groups in Cub Scouting are: 1<sup>st</sup> graders are Tiger Cubs, 2<sup>nd</sup> graders are Wolf Cub Scouts, 3<sup>rd</sup> graders are Bear Cub Scouts and 4<sup>th</sup> and 5<sup>th</sup> graders are Webelos.

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Two to three times a month, the different age groups meet. These are called “Den” meetings. Usually, two or three of the parents serve as the den leaders and plan and run the meetings using meeting plans available online. The purpose of the meetings is to help the boys learn how to work together in a group and do activities that will help them earn the awards appropriate for their age group. These meetings can be held any day of the week at any location. The days, time and location are determined by the leader’s schedule.

Each den of Cub Scouts has between 5-10 boys. Our pack has \_\_\_\_\_ dens. Once a month, all of the dens meet together. This is called a “pack” meeting. Our pack meetings are held on the 3<sup>rd</sup> Tuesday of each month at the Catholic Church. Insert your info here \_\_\_\_\_.

We are meeting here at the school tonight because everyone knows where the school is at. Also, we want to make sure that you understand that your family does not have to be catholic to be involved in our pack. After tonight, all of our pack meetings will be held at the church unless we notify you otherwise.

Each of the boys will need to purchase a handbook from the Scout Shop. The book contains the requirements for the awards they will be working on this year. Every boy earns the Bobcat badge first. The requirements for this badge help the boys learn the basics of Cub Scouting – the Cub Scout salute, sign, handshake, motto, promise, Law of the Pack and a few others. They should be able to earn the Bobcat badge in about one month. The boys will learn and practice these at their den meetings. When the leaders and parents feel that the boy has “done his best” to learn the requirements, they will sign his book. Then at the next pack meeting, the badge will be presented to the Cub Scout in a special ceremony.

For the remainder of the year, the boys will work towards their next badge, which will be Tiger, Wolf, Bear, Webelos or Arrow of Light, depending on the den they are in. These badges take longer to earn, so the boys will earn beads or compass points at their den meetings which signify steps towards their next rank. On occasion, the boys will need to do requirements at home with their parents. The den leaders will let the parents know what they need to do.

In addition to the learning activities the boys will do at their den meetings, they will also have the chance to do “fun” boy activities. The next big event our Cub Scouts will be participating in is called “Cub Scout Fun Day”. This is held at the Indianapolis Motor Speedway on Saturday, October 6<sup>th</sup>. The boys will get to play games, blast water rockets, shoot bb guns and bows and arrows and many other fun activities. During the rest of the year our pack will have some overnight campouts, a fishing derby, a pinewood derby race, go to the zoo, attend the monster truck jam and go to summer camp. The calendar you received tonight lists all of the events our pack has planned for this year. If you ever have any questions, we have also listed to contact people for our pack. Don’t hesitate to call us.

Boys, do all those activities sound like a lot of fun?

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You have been very good listeners tonight, so as a reward, some of our leaders and Boy Scouts are going to take you outside for some games. While you are outside, we are going to talk some more to your parents about signing you up to be a Cub Scout.

(Direct leaders to take boys outside for the games)

**Explain Parent Involvement**

Parents, we want to take some time to help you fill out the forms and answer questions you may have.

First, let's take some time to complete the talent survey form. We are asking you to fill this out so we can find the best volunteer job for you to help the pack with. The strength of the Cub Scout program is by having parent involvement. By having each parent do a little bit, none of us get overwhelmed by having to do too much. Also, we have found that boys have a great Cub Scout experience when their parents are involved with them. Also, boys grow up so fast and this is a great way for you to spend quality time with him before he becomes a teenager and doesn't want to be seen in public with his parents anymore.

Don't be afraid, we know that most of you don't know much about Cub Scouting. That's ok. We will be doing a parent orientation meeting next week to help you get started. At that meeting we will also share with you all of the materials that are available to help you be a volunteer in Scouting. The talent survey you are completing will help us find the right job for you in our pack.

**Explain the Costs of Scouting**

Now let's fill out the application form for your son. Make sure to fill in as much information as you can. At the top of the application, it asks for the pack number. Our pack number is \_\_\_\_\_

You will also need to know this when you go to the Scout Shop to get a uniform for your son. Also, don't forget to sign the application on the bottom right hand side.

The cost to join our pack is \$\_\_\_\_\_. This includes his registration fee, a subscription to Boys' Life magazine and \_\_\_\_\_.

The Boys' Life magazine your son received tonight is a special miniature version of the monthly magazine. The actual magazine is full sized and will be mailed to your house each month. The articles will be fun for your son to read – or for you to read to him – and will be about things he can do in Scouting.

At the parent meeting next week, we will explain how our fund raiser – the Trail's End popcorn sale – helps our pack and your family pay for all of the other activities and expenses that will come up during the year.

We want to let you know that no families will be turned away if they can't afford it. There is registration and uniform assistance available as well as Camperships to help boys go to summer camp. If your family needs assistance, just talk to one of our leaders later tonight.

**School Night for Scouting 2012**  
**Crossroads of America Council**

In the *New Family Orientation Guide* that you received tonight, the address for the area Scout Shop is listed. We encourage you to visit the Scout Shop before our next meeting to pick up a Cub Scout uniform for your son. The Scout Shop staff will help you get the right items for the uniform. Just remember that your son is a member of Pack xxx.

We will collect the application, talent survey and fees at the end of the meeting tonight. If you are paying by check, please make it payable to Pack xxx.

There is one thing we need you to do before the Parent Orientation meeting. We are very careful to make sure your son has a fun and safe Scouting experience. We have policies in place that make sure the boys are always in a safe environment. To help every parent understand what these policies are, we ask that you complete an online training course called Youth Protection Training. The course takes about 40 minutes to complete. The website address is [www.myscouting.org](http://www.myscouting.org). You will need to create a profile before taking the training. It will ask you for a member id number. Just leave it blank for now. After you complete the training, make sure that you print out the certificate with your name on it and bring to the next meeting. If you have any problems completing the training or printing the certificate, just call one of our leaders.

(Have the boys rejoin the meeting)

Welcome back boys! We are almost done with our meeting. Your parents have filled out the form to join Cub Scouts – you still want to be a Cub Scout don't you?

I have a surprise for you – when your parent turns in your application tonight, you will qualify for a free gift at the next meeting. What will you get? You will get one of these cool bungee rockets! (Demonstrate how the rocket works)

Before we have our closing ceremony, remember to turn in the application and talent survey. Our next meeting will be the Parent Orientation meeting, \_\_\_\_\_ at the \_\_\_\_\_. At that meeting, we will have the sign up forms for the Cub Scout Fun Day on October 6<sup>th</sup>.

## **Closing**

Share an inspirational thought that emphasizes the importance of family involvement (suggestion – “The Yard Stick Story”)

Closing prayer – explain that at den meetings, the boys may do a closing prayer at the end of the meeting. They will form a living circle by crossing their arms and holding hands or by putting in their right hand with their thumb extended and grab the thumb of the person next to them. Then everyone will repeat the prayer.

Tonight, since we have a large group, I will ask everyone to give the Cub Scout Sign and then repeat after me: “May the great master – of all Scouts – be with us – until we meet again – goodnight Scouts.”

Thank you for joining us tonight and we will see you next week!

## Sample Script for Boy Scout Sign-Up Meeting To Be Held in Conjunction with Cub Scout Sign-Up Meeting

### I. Pre-Opening – 30 minutes before the opening ..... School Night Coordinator

- A. Have the Troop set up displays (picture boards, tents, awards, pioneering projects, etc. outside, in the hallway, and/or in the breakout room for the 11 year old boys). Have the Pack set up displays (picture boards, pinewood derby track, crafts, etc. Pack displays should be set up in the cafeteria or main meeting room for the school night. Put directional signs on entrance doors with directions to the meeting room.
- B. Be prepared with pre-opening activities to keep boys and parents involved.
  1. Meeting can be killed quickly with uncontrolled running, shouting and horseplay.
  2. Use the following suggestions to keep the group under control.
    - a. Have parents and boys stay seated together at their grade appropriate table
    - b. Have games
    - c. Show of Boy Scout displays
- C. Have table tents and den/patrol flags to tell people where to sit (by grade). Make sure to have plenty of pens at each table. Direct every boy over 11 years of age to the "Boy Scout" table.
- D. Utilize current adult leadership to keep boys and parents in assigned room and out of the halls and other areas.
- E. Have parents fill out the attendance roster as they arrive (this is different than the den roster they fill out later).
- F. Distribute application, *Parent Orientation Guide*, *Boys' Life* mini-magazine, and any other pack information as people sign in. For boys over 11 years of age, give them an application, *Boys' Life* mini-magazine, and other troop information as people sign in.
- G. Have parents fill out the application, den/patrol roster sheet after they are seated at the correct table. This will be used by the Den Leader/Scoutmaster to find out who is in their den/troop and to make sure they are contacted about the first den/troop meeting.

### II. Opening..... School Night Coordinator

Good evening and welcome everyone. I am \_\_\_\_\_, and I have been a Scout leader for \_\_\_\_\_. I am looking forward to spending some time with you this evening and sharing with you how you can get involved with your son in a great family program.

Our goal this evening is to accomplish the three things outlined on the first page of the Parent's Guide:

- Inform you about the Cub Scouting or Boy Scouting program
- Sign up boys for Cub Scouting/Boy Scouting - now how many boys here want to be a Cub Scout/Boy Scout? Show me your hand.
- Organize our dens/patrols.

I would like to start off our evening with an opening ceremony by Scouts of Pack/Troop \_\_\_\_\_.  
(Scouts to conduct a brief opening ceremony and/or posting of colors, Pledge of Allegiance, etc.)  
(After the Pledge of Allegiance, 11 year olds are dismissed to another room for their portion of the meeting. Scoutmaster/Assistant Scoutmaster runs the 11 year-old breakout. The school Night team continues on with the Cub Scout School Night.

### Boy Scout Breakout

Have the Senior Patrol Leader show contents of his backpack and explain what they need to bring camping, and how to pack it. Focus on items that the boy most likely already has so he/his parents don't have to go out and purchase new camping materials immediately. Hand out the "Your first campout" materials list and tell time/date/location of their first campout. Have them bring these materials to the first troop meeting to make sure they are properly prepared. Explain that the troop meets weekly (time/date/location) to review/learn skills needed on campouts and to plan outings.

While the Senior Patrol Leader is doing this with the "Scouts", the Scoutmaster can talk to the parents about the troop. Talk about troop meeting times, campouts, and troop committee times. Hand out annual program plan to parents and briefly review. Explain how parents can be involved in the Boy Scout program such as troop committee and Assistant Scoutmaster positions. Ask parents to complete applications and collect registration fees which should be turned in with the Cub Scout School Night applications to the School Night Coordinator or District Scout Executive. Registration materials will be available with the School Night crates.

### Boy Scout Recruiting Your First Outdoor Campout

- \_\_\_\_\_ **Backpack** (and/or large sports equipment bag, and/or duffel bag. Line it with a lawn bag first, to keep contents dry.)
- \_\_\_\_\_ **Sleeping Bag** (or blankets)
- \_\_\_\_\_ **Closed-cell foam camp sleeping pad**
- \_\_\_\_\_ **Raincoat or Poncho**
- \_\_\_\_\_ **Warm Jacket**
- \_\_\_\_\_ **Extra pair of pants**
- \_\_\_\_\_ **Sweater and/or Sweatshirt**
- \_\_\_\_\_ **Long sleeve shirt**
- \_\_\_\_\_ **Short sleeve shirt**
- \_\_\_\_\_ **Underwear**
- \_\_\_\_\_ **Hat**
- \_\_\_\_\_ **Mess-kit (bowl, cup, fork, spoon, plate)**
- \_\_\_\_\_ **2 one-quart water bottles**
- \_\_\_\_\_ **Flashlight and extra batteries**
- \_\_\_\_\_ **Small first aid kit**
- \_\_\_\_\_ **Pen and pocket notepad/ Boy Scout Handbook**
- \_\_\_\_\_ **Personal Toiletries** (Toothbrush, toothpaste, small hand soap, comb, towel, toilet paper, etc.)

## **Between School Night for Scouting Meeting and Parent Orientation Meeting**

After the “Recruiting” meeting, you should make some time to do the following:

- Review the Parent Talent Survey forms. Identify people that can fill any vacancies you have for den leaders or committee members.
- Talk to other leaders that were at the meeting. Find out if they were able to talk to any of the parents and ask if they have any recommendations for people that could fill vacant positions.
- When you have identified people to fill specific positions. Make a plan to contact them before the Parent Orientation Meeting to ask them to consider accepting a leadership position.

## Parent Orientation Meeting Agenda

**6:00 Set Up** **Assigned to** \_\_\_\_\_

Set up tables and chairs as needed.

Make sure all materials and equipment are on hand.

- ✓ Den rosters from recruiting meeting
- ✓ Blank youth and adult registration applications (for any new families)
- ✓ Boy's Life mini-magazines
- ✓ New Family Orientation Guides
- ✓ Parent Talent Survey Sheets
- ✓ Pack Calendar & Contact Information
- ✓ Ceremony and games equipment

**6:30 Start the Meeting** **Assigned to** \_\_\_\_\_

Opening

- Lead the Pledge of Allegiance

Pack Programs

- Discuss the pack's plans for the future, mentioning some of the more exciting activities.
- Discuss the Cub Scout Fun Day and distribute registration forms.

Have the boys go to another room for games and activities.

**6:45 Parent Involvement** **Assigned to** \_\_\_\_\_

Have families sit together (by age group)

Discuss parent involvement

- Explain that the Cub Scouting program is an all volunteer organization. Our pack is successful because each parent volunteers in some way during the year to help the pack. Some people run the den or pack meetings. Some people take a "behind the scenes" role on the pack committee and help with planning, paperwork or other administrative type duties. And some people are not available to help every month, so they volunteer for short term projects such as the Pinewood Derby, Blue & Gold Banquet, outdoor events, field trips, etc.
- Introduce any people that were recruited since the first "recruiting" meeting.
- Don't ask for volunteers in this group setting yet (most people don't volunteer when asked this way).

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- Have the pack trainer or an experienced leader talk about helping new leaders get started – Youth Protection, Fast Start training, This is Scouting, Leader Specific, Roundtables, and monthly pack leaders’ meetings.
- Show how the Cub Scout den meeting plans and resource books are available online.
- Discuss adult registration fees and uniforms.

**7:00 Finish Recruiting** **Assigned to** \_\_\_\_\_

For dens that already have a den leader:

- The den leader discusses den-meeting dates, times and locations.
- Recruits parents to assist with den meetings or serve on the pack committee.

For dens that don’t have a den leader:

- Another pack leader will need to guide the discussion.
- Talk with individual parents to secure den leadership.
- Discuss possible meeting dates, times and locations.

Adult Leader Registration

- Review the purpose of registration and answer any questions.
- Collect all applications and fees.

Bring the boys back into the main meeting

- Explain Cub Scout Fun Day

Make reminder announcements

- Next Pack meeting
- Upcoming training courses
- Popcorn sale dates

**7:25 Closing Ceremony** **Assigned to** \_\_\_\_\_

**7:30 Fellowship** **Assigned to** \_\_\_\_\_

Have snacks and refreshments available

**7:45 Clean Up** **Assigned to** \_\_\_\_\_

**Immediately after the meeting:**

- Turn in the new adult leader applications to the Pack Chair (for approval).
- Give any registration fees collected to the pack treasurer.
- **Make sure that someone (Cubmaster, Pack Chair, etc.) calls the district professional that night to report how many new leaders were recruited.**

## Sample Script for the Parent Orientation Meeting

### Start the Meeting

Thank you for attending the Parent Orientation meeting for Pack xxx. To start our meeting tonight, please stand and join me in the pledge of allegiance. Hand salute, I pledge...

We are going to start the meeting by reviewing the pack calendar.

(Explain the different types of meetings and events that the pack has scheduled, start with information about the Cub Scout Fun Day on October 6<sup>th</sup>)

Boys, would you like to receive your rockets now? Ok, follow the leaders outside and they will give you the rocket and let you play with them for a while. They also have some more games for you to play.

Parents, before we continue, please make sure you are sitting together with the other parents in your son's den (or age group).

### Parent Involvement

Our pack is successful because each parent volunteers in some way during the year to help the pack. Some people run the den or pack meetings. Some people take a "behind the scenes" role on the pack committee and help with planning, paperwork or other administrative type duties. And some people are not available to help every month, so they volunteer for short term projects such as the Pinewood Derby, Blue & Gold Banquet, outdoor events, field trips, etc.

We are pleased to announce that some parents have already volunteered. (Introduce any people that were recruited since the last meeting).

Before we finish assigning parents to volunteer positions, I would like to introduce our pack trainer, \_\_\_\_\_ to tell you about the training and resource materials that are available to help you be a volunteer.

(Pack Trainer) Thank you. How many of you were able to complete the online training for Youth Protection this past week? Great. I hope that you found the online training to be easy to use.

As you probably saw online, there are many other training courses available. Let me tell you a little bit about some of the ones you will want to complete next.

- **This is Scouting Training** – explains the basic concepts of Scouting and how Cub Scouts, Boy Scouts and other programs fit together to help boys develop into adults. I encourage every parent to complete this training as soon as possible.

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- **Fast Start Training** – is designed to help den and pack leaders prepare for their first meetings. It explains the basic structure of the meetings and offers helpful hints to make the first meeting run smoothly.
- **Leader Specific Training** – this course can be taken online or in a classroom setting. It explains in more detail the advancement program, conducting meetings, and what printed materials are available.
- **Roundtable meetings** – Our district conducts a monthly Roundtable meeting at \_\_\_\_\_ on the \_\_\_\_\_ of each month from \_\_\_\_ to \_\_\_\_ pm. These meetings are “help sessions” for anyone interested in learning tips from other experienced leaders. They occasionally have special sessions for people that are in charge of pack events such as the pinewood derby, Scouting for Food, day camp, etc. Our pack makes sure that at least one volunteer attends every month so we don’t miss out on any important information that is shared.
- **Pack leaders meeting** – our pack conducts a monthly planning meeting. We encourage parents to attend these meetings as often as they can. We want and need your input and ideas.
- **Cub Scout Lesson Plans** – These are plans for each of the den meetings. If you are a den leader, these meeting plans explain exactly what materials you need and will give you directions on how to run the meeting. All of these meeting plans are available online through national’s website - <http://www.scouting.org/scoutsource/CubScouts/Leaders/DenLeaderResources/DenandPackMeetingResourceGuide.aspx>.

As a sidenote – our district, the \_\_\_\_\_ District, is a geographic area of the Crossroads of America Council. The district includes all of the packs in \_\_\_\_\_. The district helps our pack by running the monthly Roundtable meetings, organizing large events that our pack participates in, conducts the classroom training sessions, and in other ways helps our pack with any questions we have.

(Master of Ceremonies)

Before we break into small group discussions by den, let me tell you that there will be no cost for you to register as an adult leader with the Boy Scouts of America. Our pack has built those fees into our budget and will pay the registration fees for you. (If your pack doesn’t pay the fees, explain how much they are).

Unless you volunteer to be a den leader, you are not required to wear a uniform. We do ask our den leaders to wear a uniform so they can set the example for the Cub Scouts.

One of our adult leaders will now join your table to help finish filling vacant leadership positions. They have job description cards to explain all of the duties for each position. I will now turn over the meeting to our group discussion leaders.

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**Finish Recruiting**

For dens that already have a den leader:

- The den leader discusses den-meeting dates, times and locations.
- Recruits parents to assist with den meetings or serve on the pack committee.

For dens that don't have a den leader:

- Another pack leader will need to guide the discussion.
- Talk with individual parents to secure den leadership.
- Discuss possible meeting dates, times and locations.

**Adult Leader Registration** - Collect all applications and fees.

**Bring the boys back into the main meeting**

**Make reminder announcements** (or conduct a popcorn kickoff or conduct a regular pack meeting, including ceremonies for boys that earned awards during the summer).

- Next Pack meeting
- Upcoming training courses
- Popcorn sale dates

**Closing Ceremony**

## Follow-up Recruiting

After the pack conducts recruiting in August and September, it's time to stop recruiting and move on to program, right?

Before you say "yes" to that question, consider these questions first:

- Do you think every boy that is interested in joining Cub Scouts attended your meeting?
- Did you get calls after your recruiting meeting from parents saying they couldn't attend, but are interested in joining?
- Are there any families that moved into your neighborhood after the recruiting meeting?
- Are there boys interested in joining, but are too busy playing sports this fall?

The bottom line is – **there are always boys interested in joining Cub Scouts if we give them the opportunity to do so.** We encourage all packs to conduct some type of "follow-up" recruiting in **October:**

- Do a special pack meeting in October at the local Fire Department. Invite boys that missed your August/September recruiting to attend.
- Send flyers home with the boys that are finishing fall sports. Invite them to join. They probably think it is "too late" to join Cub Scouts – because once fall sports start, you can't join the sports team.

## Steps for Fall Charter Renewal

Even though this is the second year of doing fall charter renewal, here are the suggested steps to follow to make this process as easy as possible:

### July, August & September

- Conduct fall recruiting - collect all new youth applications.
- Conduct Parent Orientation meeting - collect all new adult applications & conduct Youth Protection Training.
- Turn in all new youth and adult applications no later than September 30th.
- All units should begin collecting fees from youth and adults that will be renewing their membership.
- Charter Renewal packets will be distributed to all units via email to select leaders by the end of September.

### October

- Units should finish collecting fees from youth and adults that will be renewing their membership.
- Begin the online process (available on October 1<sup>st</sup>).
- When the data is downloaded all new members will already be entered - the only thing to do will be to delete those members that are not renewing.

### November

- Finish the online process, collect signatures needed & get check from unit treasurer.
- Turn in the paperwork to the commissioner staff.

## Resource Pages – Listing

### Application Information

- Common Defects in Adult Leader Applications
- Common Defects in Youth Applications

### Unit Information Pieces

- Uniform Information Sample
- Unit Calendar Sample

### Games and Songs

- The Screaming Game
- The Grand Ole Duke of York
- The Shoe Game

### Adult Leader Recruitment

- “The Yardstick Story”
- Leader Recruitment Script
- Take a Moment to Consider

### Request and Commitment Forms

- Flyer Request Form
- Pack Commitment to Participate in School Night for Scouting

## Common Defects on Adult Leader Applications

There are two pages of the application that need to be completed and turned in to the council, along with a Youth Protection Training certificate, in order to be processed.

One of those pages (identified below as the "CBC" page) contains information about the criminal background check progress and asks for the name of the applicant and their signature, authorizing the council to complete a background check.

### "CBC" Page

**Disclosure/Authorization Form**  
**NOTICE TO APPLICANT REGARDING BACKGROUND CHECK**

In order to safeguard the youth in our care, the Boy Scouts of America will procure consumer reports on you in connection with your application to serve as a volunteer, and the Boy Scouts of America may procure additional consumer reports at any time during your service as a volunteer in order to evaluate your continued suitability for volunteer service. The Boy Scouts of America has contracted with ChoicePoint, a consumer reporting agency, to provide the consumer reports. ChoicePoint may be contacted by mail at ChoicePoint, 1000 Alkermans Drive, Alpharetta, GA 30005 or by telephone at 800-845-6004.

The consumer reports may contain information bearing on your character, general reputation, personal characteristics, and mode of living. The types of information that may be obtained include but are not limited to Social Security number verification, sex offender registry checks, criminal records checks, smelter records searches, and court records checks. The information contained in these consumer reports may be obtained by ChoicePoint from public record sources. The consumer reports will not include credit record checks or motor vehicle record checks.

The nature and scope of the consumer reports are described above. Nonetheless, you are entitled to request a complete and accurate disclosure of the nature and scope of such reports by submitting a written request to ChoicePoint at the address listed above. Additional notices for applicants in California, New York, Minnesota, and Oklahoma are provided.

**ADDITIONAL NOTICES TO CALIFORNIA, MINNESOTA, OKLAHOMA, AND NEW YORK APPLICANTS**

**California**  
Under California law, the consumer reports described above that the Boy Scouts of America will procure on you are defined as investigative consumer reports. These reports will be procured in connection with your application to serve as a volunteer, and additional reports may be procured at any time during your service as a volunteer in order to evaluate your continued suitability for volunteer service. The reports may include information on your character, general reputation, personal characteristics, and mode of living. Under section 1796.22 of the California Civil Code, you may inspect the file maintained on you by ChoicePoint, during normal business hours and with proper identification. You may also obtain a copy of this file, upon submitting proper identification and paying the costs of duplication, by appearing at ChoicePoint's offices in person, during normal business hours and on reasonable notice, or by certified mail upon making a written request. You may also receive a summary of the information contained in this file by telephone. ChoicePoint will provide trained personnel to explain any information furnished to you and will provide a written explanation of any coded information. This written explanation will be provided whenever a file is provided to you for visual inspection. If you appear in person, you may be accompanied by one other person of your choosing, who must furnish reasonable identification.

**For Applicants in California, Minnesota, and Oklahoma Only**  
You have the right to request a free copy of any report procured on you. If you wish to receive a free copy of any report procured on you, check the box below.  
 I request a free copy of any report procured on me.

**New York**  
As explained above, a consumer report will be requested in connection with your application, and additional consumer reports may be requested during the course of your service with the Boy Scouts of America. You have the right, upon request, to be informed whether or not a consumer report was requested and, if a consumer report was requested, of the name and address of the consumer reporting agency that furnished the consumer report.

**APPLICANT'S ACKNOWLEDGMENT AND AUTHORIZATION**  
I have carefully read this notice and authorization form and I hereby authorize the Boy Scouts of America and ChoicePoint to procure a consumer report, which as described above will include information relating to my criminal history as received from reporting agencies. I understand that this information will be used to determine my eligibility for a volunteer position with the Boy Scouts of America. I also understand that as long as I remain a volunteer, additional consumer reports may be procured at any time. I understand that if the Boy Scouts of America chooses not to accept my application or to revoke my membership based on information contained in a consumer report, I will receive a summary of my rights under the Fair Credit Reporting Act and contact information for the reporting agency, ChoicePoint.

**My signature below indicates that I have read, understand, and accept the accompanying disclosures and acknowledgments.**

First name (no initials or nicknames) Please print: \_\_\_\_\_ Middle name: \_\_\_\_\_ Last name: \_\_\_\_\_ Suffix: \_\_\_\_\_  
Signature of applicant: \_\_\_\_\_ Date: \_\_\_\_\_

A copy of a current Youth Protection Training certificate must be

### Youth Protection Training

This certifies that  
**Darin Steindl**  
has completed the Youth Protection Training course.



Unit Number

Date

These highlighted areas are often missed, but are required.

The other page that needs to be completed looks like the form shown to the right.

The applicant's signature is required in the two highlighted areas.

Signature of unit committee chair is required.

Signature of charter org representative is required.

**ADULT APPLICATION** 504-5014 This form is read by machine. Please print the numbers and letters as shown: [1][2][3][4][5][6][7][8][9][0][A][B][C][D][E][F][G][H]

The information obtained in this form is for the internal use of the BSA only.

UNIT SCOUTERS (fill in the circle)  
Pack  Troop  Team  Crew  Ship  Unit  OR  District name: \_\_\_\_\_

EXPIRE DATE: / / TERM: MONTHS  New leader  Former leader

TRANSFER FROM: COUNCIL NO. TYPE OF UNIT UNIT NO.

Please print one letter in each space—press hard; you are making three copies.  
First name (no initials or nicknames) Middle name Last name Suffix  
Country Mailing address City State Zip code  
Home phone Business phone Fax Call phone  
Date of birth (mm/dd/yyyy) Ethnic background: Back/Mexican American  Native American  Alaska Native  Asian  Caucasian/White  Hispanic/Latino  Pacific Islander  Other  Driver's license no. State  
Gender: M  F  Social Security No. (required) Occupation Employer  
Country Business address City State Zip code  
Position Code: Scouting position (description) Are you an Eagle Scout? Date earned (mm/dd/yyyy)  
E-mail address (please print) Work (please print) Home (please print) Boys' Life Subscription  Yes  No

I understand that:  
1. The information that I have provided may be verified, if necessary, by contacting persons or organizations named in this application, or by contacting any person or organization that may have information concerning me, or by conducting a criminal background check, having release and agree to have my name from liability any person or organization that provides information. I also agree to have my name from liability any person or organization named in this application. I have read the attached information and agree to register with the Boy Scouts of America, I agree to comply with the Chapter and District rules, and the rules and regulations of the Boy Scouts of America and the Boy Scouts of America. I affirm that the information I have given on this form is true and correct. I have completed Youth Protection Training and will follow the Youth Protection guidelines.

APPROVALS FOR UNIT SCOUTERS  
We are aware of anything contrary to the information stated in this application. This application has been reviewed according to BSA procedures and this applicant meets the leadership qualifications of the Boy Scouts of America.  
Signature of unit committee chairman Date  
Signature of charter organization head representative Date  
Signature of Scout executive or designee Date

APPROVAL FOR COUNCIL AND DISTRICT SCOUTERS  
We are aware of anything contrary to the information stated in this application. This application has been reviewed according to BSA procedures and this applicant meets the leadership qualifications of the Boy Scouts of America.  
Signature of Scout executive or designee Date



## Pack Uniform Information Sample

Welcome to Pack 123,

Your son is now part of a Cub Scout den. He and other Scouts will be involved in many projects and outings together. His uniform will help him feel part of the organization and help instill a positive attitude. He will also earn awards, and his uniform will be a place to display his advancements.

Listed below are the items that he will need. These items can be purchased at the Crossroads of America Scout Shops, located in Indianapolis, Anderson, Hagerstown, Muncie and Terre Haute.

<b>Golden-Burke Scout Center</b> 7125 Fall Creek Rd N Indianapolis, IN 46256 (317) 813-7125	<b>Anderson Scout Center</b> 1420 East 10 <sup>th</sup> Street Anderson, IN 46012 (765) 644-6687	<b>Hagerstown Scout Center</b> 199 South Plum Street Hagerstown, IN 47346 (765) 489-4552	<b>Muncie Scout Center</b> 3400 East Jackson Street Muncie, IN 47303 (765) 288-0223	<b>Terra Haute Scout Center</b> 501 South 25 <sup>th</sup> Street Terre Haute, IN 47803 (812) 232-9496
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**Approx. Cost**

**Cub Scout uniform** - blue shirt for NEW Scouts in grades 1<sup>st</sup> thru 3<sup>rd</sup>.

\_\_\_\_\_

**Boy Scout uniform** - khaki shirt for NEW Scouts in grades 4<sup>th</sup> & 5<sup>th</sup>.

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**Patches**

- Crossroads of America Council shoulder patch
- World Crest emblem
- Pack numbers "1-2-3"
- Cub Scout belt
- Blue should loops for 4<sup>th</sup> & 5<sup>th</sup> grade uniforms

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**Other Accessories**

	<b>1<sup>st</sup> Grade Tigers</b>	<b>2<sup>nd</sup> Grade Wolves</b>	<b>3<sup>rd</sup> Grade Bears</b>	<b>4<sup>th</sup> Grade Webelos 1</b>	<b>5<sup>th</sup> Grade Webelos 2</b>	
Neckerchief	Orange	Yellow	Blue	Plaid	Plaid	_____
Neckerchief Slide	Tiger slide	Wolf slide	Bear slide	Webelos	Webelos	_____
Cub Scout Book	Tiger book	Wolf book	Bear book	Webelos	Webelos	_____
Den Number	<b>Den #</b>	<b>Den #</b>	<b>Den #</b>	<b>Den #</b>	<b>Den #</b>	_____
Cub Scout Hat	Tiger	Wolf	Bear	Webelos	Webelos	_____

**Optional Items**

- Red Vest (the red vest is a great place to display patches and awards that normally do not appear on the Cub Scout uniform.

Uniforms would be worn at meetings, unless we share other information ahead of time. Thanks.

**School Night for Scouting 2012  
Crossroads of America Council**

**Pack Calendar Sample (August – May)**

<u>DAY</u>	<u>DATE</u>	<u>TIME</u>	<u>LOCATION</u>	<u>TYPE OF MEETING</u>
Friday	August 22 <sup>nd</sup>	6:30pm	SCHOOL	Ice Cream Social (recruit)
Monday	August 25 <sup>th</sup>	6:30pm	SCHOOL	New Scout Sign-up
Monday	September 8 <sup>th</sup>	6:30pm	SCHOOL	<b>Pack Meeting #1</b> Popcorn Sales Kick-off
Saturday	September 13 <sup>th</sup>	8:30am	CAMP	Webelos Woods Campout
Saturday	September 20 <sup>th</sup>	9:00am	TBA	Cub Scout Launch
Saturday	September 27 <sup>th</sup>	n/a	n/a	Popcorn Sale BEGINS
Monday	October 6 <sup>th</sup>	6:30pm	SCHOOL	<b>Pack Meeting #2</b>
Saturday	October 18 <sup>th</sup>	1:00pm	CAMP	Fall Campout
Saturday	October 25 <sup>th</sup>	1:00pm	Middle School	Halloween Parade
Monday	November 3 <sup>rd</sup>	6:30pm	SCHOOL	<b>Pack Meeting #3</b> Popcorn Sale ENDS
Monday	December 8 <sup>th</sup>	6:30pm	Health Care Center	<b>Pack Meeting #4</b> Christmas Carols
Saturday	January 10 <sup>th</sup>	9:15am	SCHOOL	<b>Pack Meeting #5</b> Pinewood Derby
Sunday	February 8 <sup>th</sup>	6:00pm	TBA	<b>Pack Meeting #6</b> Blue & Gold Banquet – Webelos Crossover
Monday	March 9 <sup>th</sup>	6:30pm	SCHOOL	<b>Pack Meeting #7</b> TBA
Monday	April 20 <sup>th</sup>	6:30pm	SCHOOL	<b>Pack Meeting #8</b> Bridging Ceremony
Saturday	May 2 <sup>nd</sup>	3:00pm	TBA	<b>Pack Mtg. (Campout) #9</b>
Saturday	May 16 <sup>th</sup>	1:00pm	SCHOOL	Spring Campout
Monday	May 18 <sup>th</sup>	6:30pm	SCHOOL	<b>Pack Meeting #10</b> Family Picnic

SAMPLE

**Leadership information:**

Position	Name	Phone number	Email address
Cubmaster	Joe Smith	555-1212	<a href="mailto:jsmith@scouting.com">jsmith@scouting.com</a>
Tiger Leader	Judy Nelson	555-1234	<a href="mailto:jnelson@yahoo.com">jnelson@yahoo.com</a>
Wolf Leader	Buddy Guy	555-2542	<a href="mailto:bguy@aol.com">bguy@aol.com</a>
Bear Leader	Sam Jones	555-7842	<a href="mailto:sjones@comcast.net">sjones@comcast.net</a>
Webelos Leader	Jim Gordon	555-8436	<a href="mailto:jgordon@gocolts.com">jgordon@gocolts.com</a>

## The Screaming Game

### No supplies needed

**Objective** - This game is to demonstrate how the Cub Scout sign is used to get people's attention and listen. It is important to do this practice early to develop the habit.

Read the story of Akela:

### Story of Akela and the Cub Scout Sign

The origin of the sign comes from Rudyard Kipling's, "The Jungle Book". The symbol represents ears of Akela, the leader of the wolf pack. When Akela was leading her wolves through the jungle and needed to get the attention of her cubs, she would put her ears up. (SHOW THE SIGN). The reasons that she was doing this was to pass along important information, or she needed them to be quiet because she was hunting prey, or she was trying to evade the great hunter. In any case she needed her Cubs to be quiet and listen. The Cubs would also put their ears up, (SHOW THE SIGN), she then knew that she had their attention.

This is how we gain attention at every meeting. This includes the den meetings, pack meetings, and outings. Remember this is not only followed by the Scouts, but also the parents.

After the story, have the Scouts scream at the top of their lungs. After about 10 seconds put your sign up and see how fast they can become quiet and put their sign up. Coach a little when either doesn't occur immediately. Do the exercise again for 10 seconds. On the third time let them go for at least 30 seconds if not longer. Encourage them to be loud throughout the final time. Then put your sign up.

Congratulate everyone on this game. Re-emphasize the reason for the sign and the expectation in following it.

## The Grand Ole Duke of York

### Supply needed - Chair

**Objective** - This game is to demonstrate family participation and that when the family all participates everyone will have fun.

There are three speeds to the game; normal, Cub Scout speed and adult leader speed. The chair should be center stage in front of everyone.

First, demonstrate the game as everyone watches. Start by sitting in the chair and recite and follow along with the words...

The Grand ole Duke of York, he had 10,000 men  
He marched them up the hill (STAND UP)  
And he marched them down again (SIT DOWN)

And when you're up, you're up (STAND UP)  
And when you're down, you're down (SIT DOWN)  
But only when you're half way up (LEAN A LITTLE BIT OFF THE CHAIR)

You are neither up (STAND UP)  
Or down (SIT DOWN)

(Pause for a few seconds and stare down the audience, then say)

The first time we do this we'll go through it slowly so get ready.

(Pause a few seconds, then say)

Remember, this is family program, everyone participates.

(The next time, announce that we are going to do the CUB SCOUT SPEED, and do it very fast. Do not worry about getting the words correct, just do it fast. The third time is the ADULT LEADER SPEED, Start them off. This time, stay seated in the chair and guide them with hand gestures, as everyone else does the action. This would be at regular speed.)

## The Shoe Game

**Supplies Needed** – Space, an aisle at least 10 feet wide and 30 to 40 feet long. Either in front of the audience, a center aisle or somewhere everyone can see. A roll of tape to mark a starting line is recommended. Have the pack provide a Tiger Cub Book for a recognition item.

**Objective** -This game is to show an example of “DO YOU BEST”, recognize a scout (ADVANCEMENT), and the importance of the family to be involved with the program. This will take a few minutes to run. While the game is occurring, parent questions can be answered.

At one end of the aisle, place a tape line for ALL the new Scouts to be able to stand behind.

Ask for all of the NEW SCOUTS to come over and stand behind the line. When all have done this, ask them to follow you and lead them to the other end of the aisle. Have them circle around, and then ask them to take off their shoes and leave them on the floor where they are standing. Then ask them to follow you back to the starting line and have them stand behind the line, facing down the aisle.

Announce these rules to the parents and boys:

**The Scouts are to go down to the other end and find their shoes, put them on and tie them. After that, the Scout should go to their parent(s). The parents should check: that they are their shoes; that they are tied or closed; and that the left shoe is on the left foot and right is on the right. After they have checked them over and if they are correct the parents should stand up and remain standing.**

To the boys explain:

**During this game, there will be no running, shoving, pulling, pushing, or biting. They can only walk.**

Ask the boys if they see their shoes. Then go down and mix them up in one big pile. Do a few false starts.

Tell them to go. Be sure to get out of the way. While the Scouts are working on their shoes, ask for questions from the parents.

Be patient with this game. There will be a boy who can not do it very fast, usually a first grader. That is okay. Wait it out. He will finally get it done and the parents may even help. After the last one, have everyone sit down.

Ask who was the first, who was second, and third?

Then ask, **“Who came in last?”** Stare at the last Scout and ask him and his parents to come up.

When they get up front have the boy stand in front of his parents.

Stoop down and get eye to eye with the Scout. Ask for his name. When he gives it, introduce him to the audience and ask the audience **“HI.”**

Review the results of the game and then ask, **“If they played it again, does he think he can do better?”**  
Then ask **“Did you DO YOU BEST?”**

Then say, **because he did his best we will present to his parents, to present to him, his first Cub Scout Book.** Ask for a round of applause and ask the family to sit down.

## Leader Recruitment Tool – “The Yardstick Story”

### Supply needed – Yardstick

**Objective** – To emphasize the amount of time in a boy’s life where parents are the number one influencer and how a portion of that time correlates to the “Cub Scout years”.

### (Stand holding the yardstick about chest high).

Look at this yardstick as your son’s life. Each inch is about 2 years. The 36 inch yardstick becomes 72 years, about the average person’s lifespan. Here he is today (**point to the 3 or 3 ½ inch mark**). Here is where he started school at 5 (**point to the 2 ½ inch mark**). At this point (the 5 inch mark) he will be starting middle school or junior high. And here (**9 inch mark**) he is graduating from high school. And four years later he may be graduating from college and starting his own career and family.

All of that lies ahead in the future. Here today (**again point to the 3 or 3 ½ inch mark**), these are critical years in your son’s development. These are the years (**spread your thumb and forefinger about 2 inches or 4 years**) when many of his decision-making skills, ethics and moral values will be developed. Besides having fun, these are key elements in the Tiger Cub and Cub Scout program. Studies continue to show that young people who are close to caring adults and involved in this type of youth program are less likely to get into trouble with drugs and crime, and more likely to continue successfully in school.

These 4 years are the years of the Cub Scout – Tiger Cub through Webelos Scout. In Cub Scouting we need every family to get involved this much (**hold up your hand with the 2 inch spread between thumb and forefinger**). “This much” is different for everybody. Your “this much” might be as a committee member, or a den leader for your son. It might be helping to plan an outing, writing a newsletter, working on the Pinewood Derby, or Blue and Gold Banquet. If everyone does “this much”, in your son’s Scouting career, both you and he will have a great experience.

We need you to sign up tonight right along with your son. Then, these 4 years (**again pointing to the Cub Scout years – 3 inch to 5 inch**) will provide wonderful memories and a great foundation for the rest of his life (**as you sweep your hand to the 36 inch end of the yardstick**).

## Den Organization and Leader Recruitment Script

**Get the adults excited about the fun and exciting opportunities of being a leader and set their mind at ease concerning the time involvement and difficulty.**

Everyone has the opportunity to be leaders in your son's Cub Scout pack. Now you may be thinking I can't volunteer because I don't have time, I'm not interested and / or I don't know how.

Well first of all, we know you are interested or you wouldn't be here. Out of 168 hours in a week, you can find a few hours to spend with your son and his friends. We find the time for the important things.

Scouting has been around since 1910, so we can train you and give you the resources needed to be a great Cub Scout leader. What are the various ways you can be a leader?

You can be a den leader – this is a great opportunity to get to know your son and as important for your son to get to know you. We have many program plans which lay out each den and pack meeting with activities and advancements. These are great tools for your Den; following each step of the program helps keep the boys excited about Scouting. We know that if the boys are having fun and advancing, earning belt loops, ranks, etc. they will stay in the program. And if they stay in the program then we are able to deliver our promise to you of instilling values and building character in our young men. As a den leader, you decide when and where to meet and plan each meeting.

Assistant den leader is also a fun job. Your chief responsibility is to work with the den leader to make sure the meeting is fun and informative.

Parent committee members – The parents' committee is the administrative body of the pack. This group plans the program year, plans pack meetings, activities such as Pinewood Derby and Blue & Gold banquet, etc. Parents meet once a month to plan.

So why should you be involved?

Think about your son – Now is the time he needs you. You are the most influential person in his life right now. In a few short years, his peers will take that role. Right now he wants to be like you and he models himself after you.

(See "Take a Moment to Consider" for motivational ideas)

(Appoint a sharp parent in each group to be the discussion leader)

I'm going to leave you to determine the best person to serve as den leader, assistant den leader and members of the parent committee. For your son's sake, this decision must come from you. When you have reached your decision, let me know and we will register the leaders and boys.

(Tiger Cub Den Organizer breaks off Tiger Cubs)

Leave the parents. Don't stand around and answer questions. If they have questions, answer briefly then leave. This is critical. In the event a den cannot make a decision, try this, "I realize you are having a difficult time; perhaps you all work or have other children. For your son's sake, please try to solve this. Perhaps you will work as assistants, but if we do not have leaders, we can't have a den.

## Take A Moment to Consider

1. Consider this, you own a new car. A person you vaguely know wants to take your car for one hour a week. Now, do you hand them the keys, wave Good-Bye, and say “See you in an hour!” Of course not! Is your son any less important to you than a car? Your child is your most prized treasure.
2. Scouting offers quality time for you and your son together. Your involvement in Scouting ensures this. Your involvement will ensure that your son has a great time and learns many new and wonderful skills. Who knows, maybe you can learn something new too.
3. Surveys indicate that boys of 8 or 9 years of age rank as the important influence in their lives:
  - #1 Parents
  - #2 Teachers
  - #3 Church LeadersWhen those same boys reach 14 and 15 years of age they indicate the primary influences in their lives are:
  - #1 Friends
  - #2 TelevisionWhile parents, teachers and church have fallen to 6<sup>th</sup>, 7<sup>th</sup> and 8<sup>th</sup> most influential factors in their lives.
4. We’re not asking you to make a lifetime commitment – but just for the rest of this school year to commit to helping your son and his friends with a weekly activity.

## Flyer and Door hanger Request Form

District (circle one):            Del-Mi                    Northeast                    Iron Horse  
   Hou-Koda                   Pathfinder                    Old Trail  
   North Star                   T-Sun-Ga-Ni                Wabash Valley  
   Sugar Creek                Pioneer  
   Sakima                      Golden Eagle

Pack # \_\_\_\_\_

Does your pack need assistance with your School Night?            YES                    NO

**School Night for Scouting Information** (this will be printed on the flyer):

Pack Contact Name: \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

### Sign-Up Meeting:

Day of the Week: \_\_\_\_\_

Date: \_\_\_\_\_

Time: \_\_\_\_\_

Location (be specific): \_\_\_\_\_

### Parent Orientation Meeting:

Date: \_\_\_\_\_

Time: \_\_\_\_\_

Location: \_\_\_\_\_

Mail or fax to your district professional.

**Please allow 3-4 business days for production.**

<b>Golden-Burke Scout Center</b>	7125 Fall Creek Road N. Indianapolis IN 46256	Fax (317) 813-7126
<b>Anderson Scout Center</b>	1420 E. 10 <sup>th</sup> St. Anderson IN 46012	Fax (765) 644-8473
<b>Hagerstown Scout Center</b>	199 S. Plum St. Hagerstown IN 47346	Fax (765) 489-5944
<b>Muncie Scout Center</b>	3400 E. Jackson St. Muncie IN 47303	Fax (765) 284-7534
<b>Terre Haute Scout Center</b>	501 S. 25 <sup>th</sup> St. Terre Haute IN 47803	Fax (812) 232-9497

### Office Use Only:

DE Approval \_\_\_\_\_  
Date Needed \_\_\_\_\_

School(s) Needed	# Flyers
_____	_____
_____	_____
_____	_____

# Boy Scout Flyers Needed? \_\_\_\_\_  
(for 5<sup>th</sup> grade boys)

# of Door hangers Needed? \_\_\_\_\_

Special Instructions  
(Circle & write instructions on the back)



## Pack Commitment Form

Pack Number: \_\_\_\_\_ District Name: \_\_\_\_\_

Unit Contact: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Daytime Phone: \_\_\_\_\_ Evening Phone: \_\_\_\_\_

Email Address: \_\_\_\_\_

### Tentative School Night for Scouting Information:

The pack's **Sign-Up meeting** will be held:

Date \_\_\_\_\_ Time \_\_\_\_\_

Location \_\_\_\_\_

(Packs are encouraged to conduct the Sign-Up meeting at the school)

The pack's **Parent Orientation meeting** will be held:

Date \_\_\_\_\_ Time \_\_\_\_\_

Location \_\_\_\_\_

Note: Please notify your district professional as soon as the tentative information above has been confirmed. Based on this information, the district professionals will contact the school to arrange a visit to talk to the boys and distribute informational flyers.

**Please return to the appropriate Scout Service Center by mail or fax.**

<b>Golden-Burke Scout Center</b>	7125 Fall Creek Road N. Indianapolis IN 46256	Fax (317) 813-7126
<b>Anderson Scout Center</b>	1420 E. 10 <sup>th</sup> St. Anderson IN 46012	Fax (765) 644-8473
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**Please Return By June 30, 2012**

