



Succession, Planning & Parent Engagement

Meridian District Roundtable
March 9, 2017

Cindy Lax
ASM & Committee Chair
Troop 888 - San Ramon

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Planning to Succeed

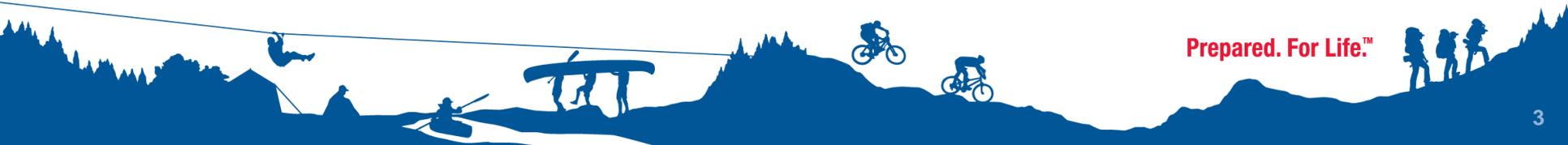
Create And Use Tools That Generate and Support Engagement

- Parent Information & Resource Survey
- Parent Feedback Form
- New Parent Welcome and Orientation
- Youth Protection Training instructions
- Adult Training Opportunities
- Operations Manual & Position Descriptions
- Year-In-A Glance Calendar
- Organization Chart - Adult & Scout Leaders
- Activities for Adults

<http://www.scouts.ca/ca/parent-engagement>

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Succession Planning



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What is Succession Planning?

“Proactively ensuring you have all the needed, capable adults on hand, and in the queue in case something changes, to keep your troop running smoothly.

Succession planning is a process of identifying and assessing and recruiting adult leaders and parents - ready to step-in or step-up, if you need to, into these positions.”

January 2017 Scoutcast: Guest, Kathleen Daggett. CC of Troop 32 in Santa Rosa, CA

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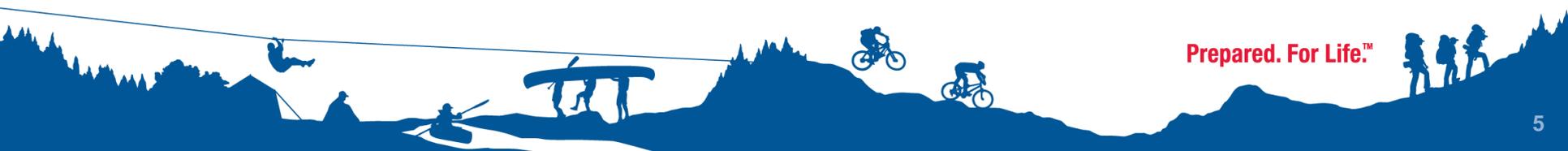
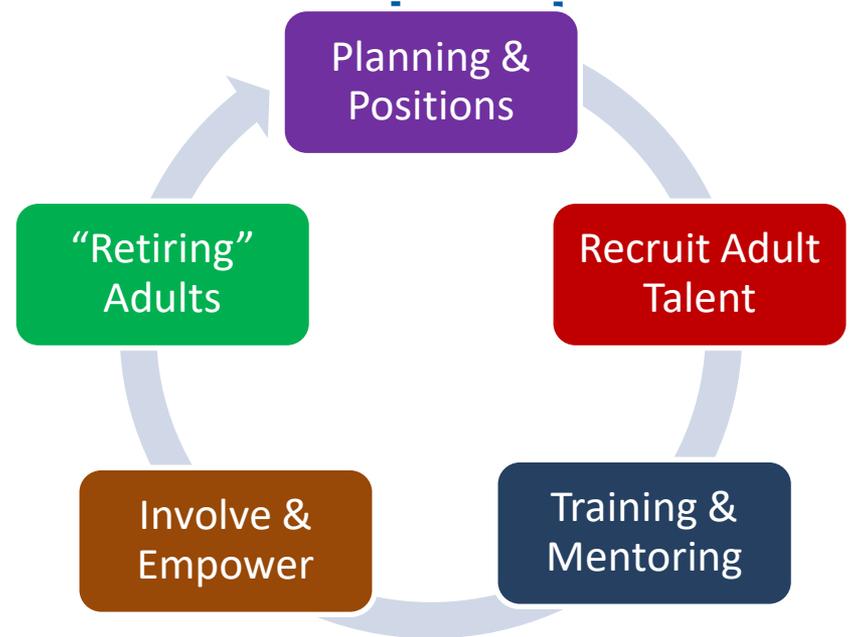


One Size Does Not Fit All

Succession planning is Unit/Pack/Troop specific.

Units are like people, each Pack/Troop has it's own personality and individual way of operating and functioning.

Succession planning is ongoing. It needs to be continuously worked and



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Where Does Succession Planning Start?

Succession planning doesn't start with people. It starts with the requirements of the positions.

What does a unit need?

- **Operating Manual**
- **Position descriptions**
 - Formal positions
 - Informal positions
(even position descriptions for Scout youth leaders)
- **Organization Chart (with photos)**
 - For both adult and youth leadership positions

Tip: Don't recreate the wheel! Beg, borrow, plagiarize, revise, copy and use any materials and resources that work for your unit

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Formal Positions

- **Cubmaster/Scoutmaster**
- **Committee Chair**
- **Treasurer**
- **Advancement**
- **Secretary**
- **Membership**
- **Rechartering**
- **Friends of Scouting**

Informal Positions

- **Activities and Outings**
- **Merit Badge/Adventure Pins**
- **Board of Review**
- **Hospitality (B&G / COH)**
- **Carpool**
- **Meeting location liason**
- **Neckerchief makers**
- **Woggle (scarf slide) makers**

“I not only use all the brain I have, but all I can borrow.” – Woodrow Wilson

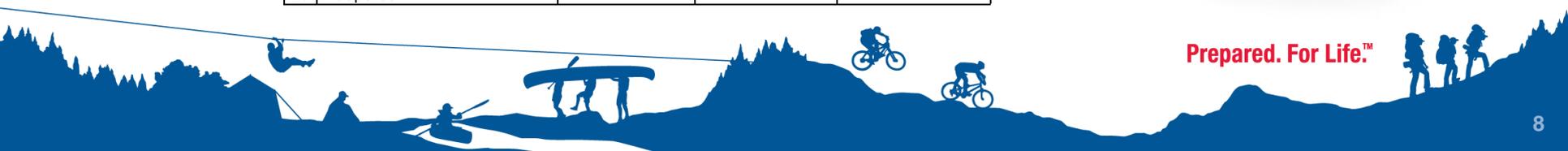
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Adult Positions Roster

Troop 888 Adult Committee Positions				
	Troop Positions (as of 1/25/17)	Primary	Secondary	Other/(Former)
1	Scoutmaster			
Committee Positions				
2	Committee Chair			
3	Treasurer			
4	Advancement			
5	Secretary			
6	Membership			
7	New Scout Parents			
8	Training			
9	Rechartering/JTE			
10	Quartermaster			
11	Outings/Tour & Activity Plans			
12	Webmaster			
13	Service Projects			
14	Troop Neckerchief Producer			
15	Charter Rep			
16	Board of Review			
17	Popcorn Fundraising Coord			
18	Scouting for Food			
19	Friends of Scouting			
20	Troop Photo			
21	Troop T-Shirts			
22	Hospitality			
23	Merit Badge			
24	Eagle Mentor			
Campout Coordinators				
23	Camporee			
24	Wolfeboro			
25	Advance Camp			
26	Trooporee			

Delegate to
co-chaired
positions



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Adult Positions – Operating Manual

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- Troop 888 Committee
- Parents
- Uniformed Adult Leaders
- Patrol Leader Council
- Patrols

Chartering Organization

The American Legion Post 246 sponsors Troop 888. The chartering organization is obligated by the BSA Charter agreement to approve new Troop adult leaders. The chartered organization appoints a Chartered Organization Representative to be the key liaison between the Troop and the Chartered Organization. The Chartered Organization has the ultimate responsibility to ensure that the Troop operates in full accordance with all BSA policies.

Troop 888 Committee

The Committee's responsibilities include the following:

- Renew the Troop Charter
- Select adult leadership
- Recruit and train merit badge counselors
- Monitor Troop income and expenses
- Provide inventory and maintenance of Troop equipment and supplies
- Provide Board of Review members
- Provide transportation to and from outings and events
- Arrange for camping trips and other special events
- Review the Troop's annual events calendar
- Assist the Scoutmaster on Scouting events as needed
- Maintain Scout advancement progress and activity records

Organization

Troop 888 was founded in 1916. BSA is organized into Councils. Troop 888 is in the Western Region, Mt. Diablo Council. The Council Office is located in Pleasant Hill, CA. The Troop Charter is derived from the national headquarters to the local Troop and that the members of the Troop receive awards. The Charter is renewed annually.

The Troop consists of the following major components:

- Provide communication to all parents through newsletter, telephone tree, web page and E-mail
- Coordinate Summer Camp registration
- Provide hospitality and refreshments for special events
- Promote membership through recruitment and registration

All Troop committee members must be registered with the Boy Scouts of America, and all must take the New Leader Essential, Position Specific Training and other required courses offered by the BSA.

The Troop Committee meets once a month on the first Monday of the month at 7:00 pm to discuss activities, advancement, budget, Courts of Honor, and similar topics. The meetings are held at Gale Ranch Middle School concurrent with the PLC meetings.

Parent meetings are held once a month, on the second Monday of the month at 7:00 pm at Gale Ranch Middle School concurrent with the Troop meetings. All parents are invited and encouraged to attend the monthly meeting.

The Troop Committee is composed of the following positions:

Troop Committee Chairperson

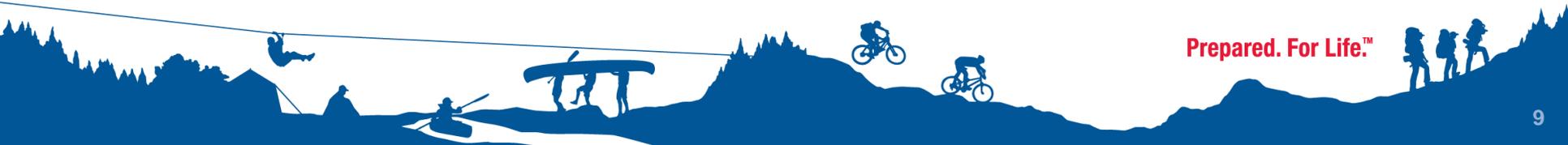
- o Responsible for the administration of the Troop
- o Recruits adult leaders to fill vacant committee positions and encourages them to complete their duties during the year
- o Serves as principal advisor to the Scoutmaster
- o Schedules and conducts Troop Committee meetings
- o Schedules and conducts Parent meetings
- o Coordinates with Scoutmaster and Chartered Organization Representative for Charter renewal.
- o Submits required permits to use the Gale Ranch multi-purpose room (MPR), music room and outside areas for all meetings and special events.
- o Responsible for ensuring the Troop Operating Manual and website are up-to-date

Secretary

- o Records minutes of Troop Committee and parent meetings and emails them to Committee Chair.
- o Maintains a permanent record of all Troop Committee proceedings.
- o Prepares monthly meeting agendas as agreed upon by the Committee Chair.

Treasurer

- o Maintains the Troop checking account and Scout account records.
- o Reimburses Scouts and parents for Troop-related expenses.





Scout Youth Position Descriptions

Troop 888 Leadership Responsibilities for Patrol Leader

Below are the minimum responsibilities to be completed in order to obtain leadership credit. Use this worksheet to document completion, and obtain ASM mentor and SM signatures.

Scout Name:	Term:	ASM/SM Signature & Date	
Description		Start Term	End Term
1.	Attend all PLC meetings and present any issues, outing proposals, and ideas from patrol to the PLC		
2.	At all scout meetings, outings and events, wear uniform correctly and set a good example.		
3.	Abide by the Troop 888 Scout Code of Conduct at all times.		
4.	Review Troop Operating Manual and meet the Troop's Active Service Standard.		
5.	Fill out Patrol Record Book (or keep separate log) and maintain it up to date. Keep attendance record for troop and patrol meetings. Bring the record book to monthly PLC meeting for inspection.		
6.	Plan patrol meetings that are constructive, productive and fun. Plan and lead patrol activities to engage scouts, provide for rank advancement and practice scouting skills.		
7.	Plan and lead at least two patrol outings (camping, service project, merit badge outing, hiking, etc) and have at least 80% participation from your patrol at the outing.		
8.	Validate and update contact information for the patrol members and give to Advancement Chair if/when changes are needed. Obtain the Code of Conduct form from each patrol member and give forms to SPL		
9.	Actively manage the communication for the patrol and lead the patrol to fulfill the troop meeting related assignment, such as flags, clean up, and activity planning. Send out an email to remind patrol about upcoming troop meeting agenda and patrol activity plan, at least 24-48 hrs prior to meeting		
10.	Motivate patrol members for their participation in troop/patrol activities and rank advancement and encourage the leadership development within the patrol		
11.	During at least one patrol meeting practice cooking, cleaning (proper dish washing) and food safety, not counting toward rank advancement. Introduce and practice box oven or Dutch oven cooking concepts.		
12.	At the end of your term, provide a written summary of what you did.		
13.	Help to mentor a patrol leader and a troop guide in a patrol assigned by SPL. Actively participate in patrol meetings/outings		
14.	Contact or meet with mentor at least 4 times during this term. Come up with one personal goal:		

Troop 888 Leadership Responsibilities for Quartermaster

Below are the minimum responsibilities to be completed in order to obtain leadership credit. Use this worksheet to document completion, and obtain ASM mentor and SM signatures.

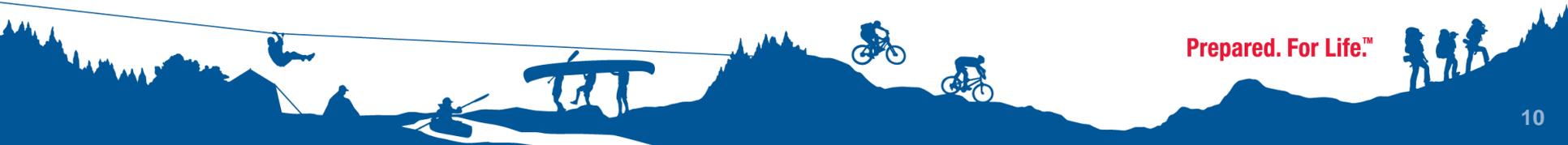
Scout Name:	Term:	ASM/SM Signature & Date	
Description		Start Term	End Term
1.	Attend all PLC meetings.		
2.	At all scout meetings, outings and events, wear uniform correctly and set a good example.		
3.	Abide by the Troop 888 Scout Code of Conduct at all times.		
4.	Review Troop Operating Manual and meet the Troop's Active Service Standard.		
5.	Perform other duties assigned by Senior Patrol Leader, Scoutmaster, Advancement Chair or ASM.		
6.	Work with Adult and Patrol Quartermaster(s) to maintain equipment and records <ul style="list-style-type: none"> o Store, provisions and replenish/repair Troop equipment not assigned to a specific patrol. o Conduct equipment check for outings as required o After outings ensure all equipment is properly cleaned o Take appropriate steps to ensure equipment assigned to patrols which become damaged is repaired/replaced 		
7.	Mentor Patrol Quartermasters and parents on the proper ways to maintain and store Troop equipment.		
8.	With the assistance of the Adult Quartermaster, purchase equipment for new patrols, such as patrol boxes, tents etc.		
10.	At the end of your term, provide a written summary of what you did		
11.	Contact or meet with mentor at least 4 times during this term. Come up with one personal goal		

At the beginning of the Scout's leadership term, the Scout and ASM or SM sign below to document agreement and understanding of responsibilities.

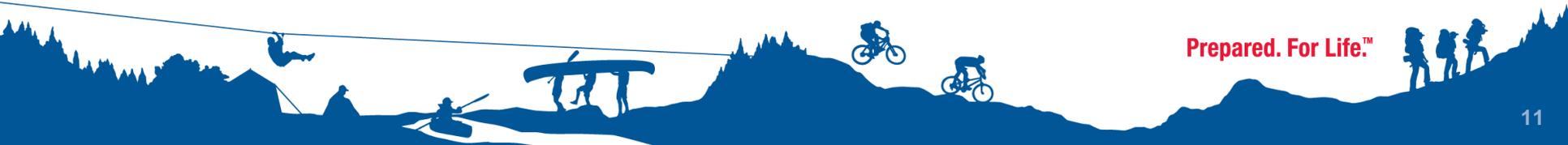
Scout Signature _____ Date _____ Scoutmaster or ASM Signature _____ Date _____
 At Beginning of Leadership Term At Beginning of Leadership Term

After completing the term, meet with the ASM Mentor to confirm you have met the requirements to receive the leadership credit. Then obtain SM signature.

ASM Mentor Signature _____ Date _____ Scoutmaster Signature _____ Date _____
 For Completion Of Responsibilities For Completion Of Responsibilities



Unit Planning & Calendar



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Unit Program Planning

Simplify the annual planning process Annual Calendar and Information Pages

- **Annual Planning Calendar**
 - High-level overview of primary events and activities
- **Information Pages/Fact Sheets for Outings & Activities**

Why create information pages?

- Gives purpose, background and description of events
- Facilitates mentoring & guiding adults leaders and parents on what to do, what to expect and what is needed.
- Provides documented unit legacy
 - Information pages should be updated and revised as needed



Unit Annual Calendar

Annual Calendar should be snapshot of major outings and events

- **Ideal is to plan at least 12 months, up to 18 months out**
- **Based on academic school year or standard year**
- **Update/review every 6 months (for Troops, every leadership term), or as necessary**

Communicate - make calendar accessible

- **Allows Scouts and families to plan & schedule in advance**
- **Can assign Scout and adult leaders in advance**
- **Update at least every 6 months / every leadership term, or as necessary.**

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What to include

Unit Specific Events and Activities

- **Annual Events**

- Summer camp, Unit campouts, B&G/COHs
- Unit activities & events (not specific den or patrol outings)
- Charter Organization Activities

- **Special Events**

- Unit anniversary events
- High adventure camps (Philmont, Seabase, Jamboree, etc)

Calendar may/should include:

- National and religious holidays
- School first and last days, school breaks, college testing dates (troops)
- Council events and training
- District meetings and events
- Community annual events

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Planning Meetings

Cub Scouts

1. Adult leaders meeting to review/confirm annual plans
2. Hold Parent meeting to review plans and get input/feedback

Boy Scouts

1. Key adult leaders meeting to review/confirm annual plans
2. Hold PLC meeting with adult leaders at the beginning of each leadership term to review upcoming and annual plans
 - Add events / activities approved by PLC

2016-2017 Calendar

SEPT 2016						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat
					1	2
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

OCT 2016						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

NOV 2016						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat
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20	21	22	23	24	25	26
27	28	29	30			

DEC 2016						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat
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18	19	20	21	22	23	24
25	26	27	28	29	30	31

JAN 2017						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

FEB 2017						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

MAR 2017						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

APR 2017						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

MAY 2017						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat
	1	2	3	4	5	6
7	8	9	10	11	12	13
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28	29	30	31			

JUNE 2017						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat
					1	2
4	5	6	7	8	9	10
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25	26	27	28	29	30	

JULY 2017						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat
						1
2	3	4	5	6	7	8
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16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

AUG 2017						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

Date _____ Date _____

Pack Meeting _____

New Boy Recruiting _____

October 2016

Pack Meeting _____

November 2016

Pack Meeting _____

December 2016

Pack Meeting _____

January 2017

Pack Meeting _____

February 2017

8 BSA Anniversary Day _____

Blue and Gold Banquet _____

March 2017

Pack Meeting _____

April 2017

Pack Meeting _____

May 2017

Pack Meeting _____

June 2017

Summertime Activity _____

July 2017

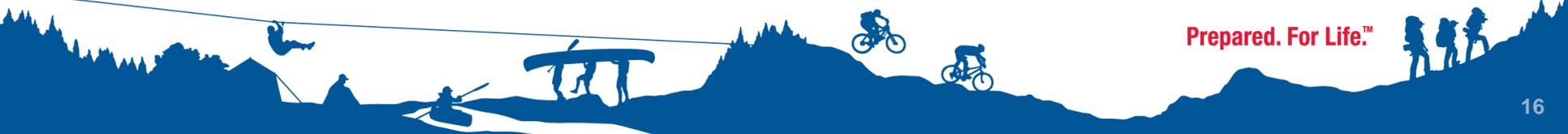
Summertime Activity _____

August 2017

Summertime Activity _____

For more information, contact _____ at _____
 Name Phone or email

<http://www.scouting.org/home/cubscouts/leaders/newslettertemplate.aspx>

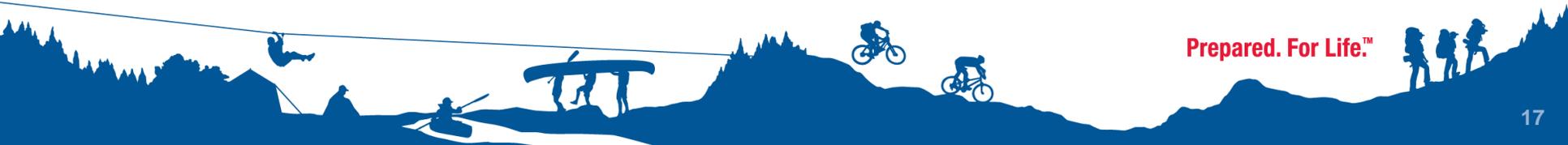


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January 2016

Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
			NEW YEARS HOLIDAY - Office Closed		QA WINTER BANQUET	QA WINTER BANQUET
3	4	TROOP MEETING @ 7PM	5	6	PLC @ 6:30PM	8
				QA LEC		Christmas Tree Pickup
10	11	TROOP MEETING @ 7PM	12	13	14	15
Christmas Tree Pickup		Committee Meeting		ADVANCEMENT COMMITTEE	Troop 305 Campout - Andies Prairie; Snowshoe Campout	
17	18	TROOP MEETING @ 7PM	19	20	21	22
Troop 305 Campout - Andies Prairie; Snowshoe Campout	Downtown Flags @ 6AM & 6PM					
	MARTIN LUTHER KING Office Closed			COUNCIL COMMISSIONER		
24	25	TROOP MEETING @ 7PM	26	27	28	29
31						

Month	Outing	Outing Date	Special Events and Meetings	Merit Badge	Good Turns	PLC
August-14				= Eagle Required		3rd Troop each month 8/19
September-14	Dragon Boats - Lake Elizabeth	9/26-9/27		Cit in Community Golf	Coastal clean-up 9/20	8/19 - Parents 9/16 9/16 - ASMs
October-14			Court of Honor - Oct 1 STEM Encamp - 10/11	Per Management		10/21
	Camp Out	10/18-10/19	Blue Angels - 10/12	Game Design	Make a Difference 10/25	10/21 - Parents
November-14	Moaning Caverns	11/1 - 11/2	Troop Elections - Nov 5	E-Prep Engineering	SFF - 11/8 - new date SFF - 11/15 - new date	11/18 11/18 - ASMs
December-14	City Beach Overnight	12/20-12/21	PLC Event - 11/22 White Elephant - Dec 17	Sustainability Winter Camping	Surtec - 12/20 Adopt-A-Family - TBD	12/16 12/16 - Parents
January-15	Yosemite - Winter Campout	1/10-1/11	Bowling - TBD	Snow Sports Per. Fitness		1/20 ? Finals Week 1/20 - ASMs
	Snow Sports <u>Only</u> Weekend	1/24-1/25		Coin Collecting		
February-15	Pinnacles - Rim of the Bay	2/21-2/22	Court of Honor - Feb 4	Traffic Safety Cit in Nation		2/17 2/17 - Parents
March-15			Silliman Swim - 3/13	Camping		3/17 ?
	Lake Chabot - Skills and Geocache	3/21-3/22		Geocaching	St. Joseph Men's Club Dinner	3/17 - ASMs ?
April-15	Florida Sea Base - Hi Adventure - Filled! Grand Canyon - Hi Adventure - 12.5 yo	4/3 to 4/11 4/3 to 4/11		Cooking		4/21
	USS Hornet Sleep-over	4/18-4/19			Storage Locker GT	4/21 - Parents
May-15	Beach and Scuba Camp-out	5/16-5/17	Troop Elections - May 6 Court of Honor - May 27	Scuba		5/19? TBD - ASMs
June-15	St. Joseph Festival (???) Slick Rock Mt. Bike & Camp-out Summer Camp 1 - Royaneh	6/5-6/7 ?? 6/13-6/14 6/21-27			St. Joseph Festival (?)	6/16 6/16 - Parents
July-15	Summer Camp 2 - Hi Sierra	7/19-7/25			School Backpack for Needy	7/16-Planning 7/30-Planning
August-15	Epic Bike Trip - Hi Adventure - 14 yo	8/8-8/16				8/18
	5 Day Backpack & separate 3 day Backpack	8/8-8/14				8/18 - Parents
September-14	Dragon Boats - Tentative date	9/25-9/26				



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Boy Scout Troop 714 - Bent Tree Bible Fellowship 2015 - 2016 Calendar

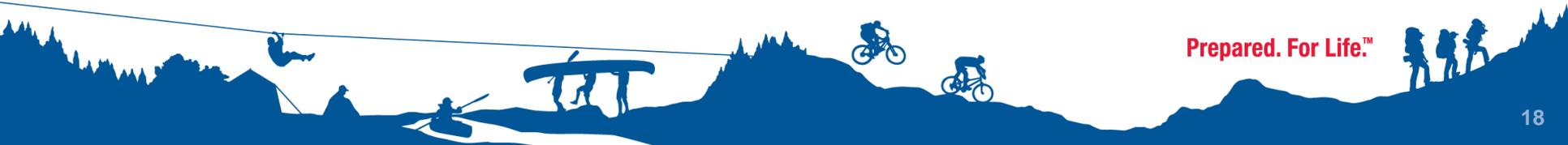
September 2015		March 2016	
7	No Troop Meeting - Labor Day	29	Troop Meeting, - New Scouts start, Camp Card Kick-off
13	Farm-O-Ree at Heritage Farmstead 1-5 pm	April 2016	
14	Troop Meeting - Campout Forms & Money Due, Popcorn Kick-Off	4-6	OA Ordeal - Camp Wisdom
21	Troop Meeting - Campout Planning, Greenery Kick-Off	7	No Troop Meeting - Spring Break
19	Golden Arrow District Day of Training (Adult Leader Training)	14	Troop Meeting - Campout Planning, New Scout Parent meeting
26-27	Troop Campout	19-20	Troop Campout
28	No Troop Meeting, CPR/AED training classes will be held	21	No Troop Meeting
October 2015		28	No Troop Meeting - Church Closed
5	Troop Meeting - Campout Forms & Money Due	May 2016	
9-11	OA Ordeal - Camp James Ray	2	Eagle Court of Honor - 2pm - Family Theatre
10	Troop Junior Leader Training, Troop Leadership Dev. - 9 am	4	Troop Meeting
12	Troop Meeting - Campout Planning, Popcorn Orders Due	11	Troop Meeting - Campout Forms & Money Due
17-18	Troop Campout	18	Troop Meeting - Campout Planning
19	No Troop Meeting, CPR/AED training classes will be held	23-24	Troop Campout
24-25	IOLS (Adult Leader Training), (maybe Oak Leaf)	25	No Troop Meeting - Camp Alexander Orientation meeting instead
26	Troop Meeting - Greenery Orders Due	30	Golden Arrow District Day of Training (Adult Leader Training)
November 2015		June 2016	
2	Troop Meeting	6	Troop Court of Honor
7	Popcorn Pick-up (11am - 1 pm, outside BTBF)	12-18	C10 Summer Camp - Camp TRJ - Athens, TX
9	Troop Meeting, January campout and Camp Alexander reservation forms due	13	Troop Meeting
14	Troop Activity - C10 Xperience - Texas Motor Speedway	16	Summer Camp Baggage Check-in (begin at 6:30 pm)
16	No Troop Meeting	20	No Troop Meeting
23	Troop Meeting - Webelos Visit	18-25	Summer Camp - Camp Alexander - Lake George, CO
30	Troop Meeting - Popcorn Money Due	27	No Troop Meeting
December 2015		July 2016	
4	Greenery Pick-up	2-14	Philmont - Cimarron, NM (1 crew)
4-6	OA Ordeal - Camp TRJ	4	No Troop Meeting - Holiday
5	Eagle Court of Honor - 2pm - BTBF - Treehouse	11	Troop Meeting
7	Troop Meeting - Webelos Visit, Greenery Money Due, Campout Forms Due	18	No Troop Meeting
12-13	Troop Campout	25	Troop Meeting
14	No Troop Meeting	21-29	Northern Tier - Ely, MN (3 crews)
21	No Troop Meeting	August 2016	
28	No Troop Meeting	1	No Troop Meeting
January 2016		6	Eagle Court of Honor - 2pm - Family Theatre
4	Troop Meeting	8	Troop Meeting
11	Troop Meeting - OA Elections	15	No Troop Meeting
16-18	Troop Campout - Corpus Christi	22	Troop Meeting
18	No Troop Meeting	29	Troop Court of Honor
25	Troop Meeting	September 2016	
30	Troop Junior Leader Training, Troop Leadership Dev. - 9 am	October 2016	
February 2016		November 2016	
1	Troop Court of Honor	December 2016	
8	Troop Meeting - Campout Forms & Money Due	January 2017	
13	Scouting For Food	February 2017	
15	Troop Meeting - Campout Planning	March 2017	
20-21	Troop Campout	April 2017	
22	No Troop Meeting	May 2017	

Last Revised: August 28, 2015

Troop Meetings & Troop Courts of Honor Begin At 7:00 PM

For The Most Current Calendar, Refer To The Troop Website
<http://www.btbfmedia.org/troop714>

e-mail The Webmaster With Changes
Troop714-owner@yahoo.com



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January 2016

Sun	Mon	Tue	Wed	Thu	Fri	Sat	Notes:
					1	2	Jan 18: M L King Day
3	4	5	6	7	8	9	
10	11	12	13	14	15	16	
17	18	19	20	21	22	23	
24	25	26	27	28	29	30	
31							

February 2016

Sun	Mon	Tue	Wed	Thu	Fri	Sat	Notes:
	1	2	3	4	5	6	Feb 15: Presidents' Day
7	8	9	10	11	12	13	
14	15	16	17	18	19	20	
21	22	23	24	25	26	27	
28	29						

March 2016

Sun	Mon	Tue	Wed	Thu	Fri	Sat	Notes:
		1	2	3	4	5	Mar 25: Good Friday
6	7	8	9	10	11	12	
13	14	15	16	17	18	19	
20	21	22	23	24	25	26	
27	28	29	30	31			

www.calendarlabs.com

2009-2010 Mars Cub Scout Pack 413 Planning Calendar

Pack Meetings (3rd Monday) – 7:8:30 @ Mars Elementary Cafeteria Committee/Leader Meetings (1st Monday) – 7:8:30 @ Mars UP Church

SEPTEMBER '09		OCTOBER '09		NOVEMBER '09		DECEMBER '09																					
M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S
31	1	2	3	4	5	6	1	2	3	4	5	6	1	2	3	4	5	6	1	2	3	4	5	6			
7	8	9	10	11	12	13	7	8	9	10	11	12	13	7	8	9	10	11	12	13	14	15	16	17	18	19	20
14	15	16	17	18	19	20	14	15	16	17	18	19	20	14	15	16	17	18	19	20	21	22	23	24	25	26	27
21	22	23	24	25	26	27	21	22	23	24	25	26	27	21	22	23	24	25	26	27	28	29	30	31			
28	29	30					28	29	30	31				28	29	30	31										

JANUARY '10		FEBRUARY '10		MARCH '10		APRIL '10																					
M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S
				1	2	3	1	2	3	4	5	6	7	1	2	3	4	5	6	7	1	2	3	4	5	6	7
4	5	6	7	8	9	10	8	9	10	11	12	13	14	4	5	6	7	8	9	10	5	6	7	8	9	10	11
11	12	13	14	15	16	17	15	16	17	18	19	20	21	11	12	13	14	15	16	17	12	13	14	15	16	17	18
18	19	20	21	22	23	24	18	19	20	21	22	23	24	18	19	20	21	22	23	24	19	20	21	22	23	24	25
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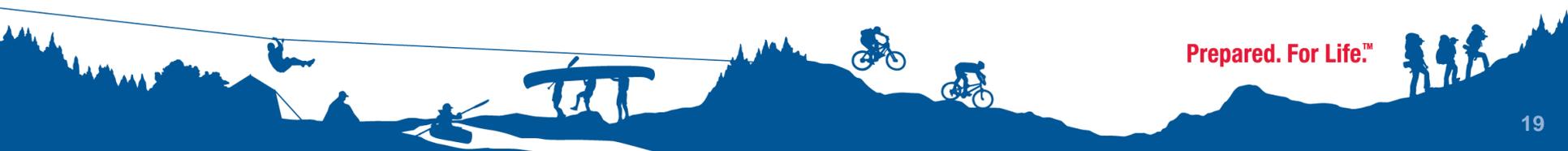
MAY '10		JUNE '10		JULY '10		AUGUST '10																					
M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S
					1	2	1	2	3	4	5	6	1	2	3	4	5	6	1	2	3	4	5	6	7		
3	4	5	6	7	8	9	7	8	9	10	11	12	13	3	4	5	6	7	8	9	2	3	4	5	6	7	8
10	11	12	13	14	15	16	14	15	16	17	18	19	20	10	11	12	13	14	15	16	9	10	11	12	13	14	15
17	18	19	20	21	22	23	21	22	23	24	25	26	27	17	18	19	20	21	22	23	16	17	18	19	20	21	22
24	25	26	27	28	29	30	24	25	26	27	28	29	30	24	25	26	27	28	29	30	23	24	25	26	27	28	29
31							31							31							30	31					

Notes:
1 st Day School – Mars Area PC Orientation 1 st grade, 6-8 ME Orientation 2 nd – 4 th - 6:30-8:30 No School-Labor Day 9 Sign-up Night – 6:30-8:15 – ME 10 Cam/Leader Mtg - 7:8:30 MUP 14 Young Eagles Flight – Zelle Airport 21 Pack Meeting – ME - Popcorn Kick-off / Welcome Council Training – Camp Agawam 8-12
2 Committee/Leader Meeting-MUP Jennings Environmental Center - Scout Day 7 Scout University – BCC 8 Honor Veterans – MUP Church Service – 10:45 11 No School – Veterans Day 14 Popcorn Pick-up – 10-1 16 Pack Meeting-ME - Giving Thanks Theme - Cards for Vets, MHY Angel Tree 26-30 No School – Thanksgiving
1 No School – Holiday 4 Committee/Leader Meeting 9 Charter Renewal Due 15 Overighter – Carnegie Science Center 18 No School – In Service 21 Snow Tubing-Wildwood Highlands 22 No School – In Service 25 Pack Meeting-ME - Rocket Derby
1 Committee/Leader Meeting-MUP Council Cub Scout Winter Event - Butler Airport 10-2 13 Council Training – BALOO 15 Pack Meeting-ME 20 Movie Night-MUP 7-9 27 Pinewood Derby-MAC 10-2 31 No School – In Service
30-1 Council Training Webelos Outdoor, SM/ASM, etc. 1 Fishing Derby – Crawford Pond 3 Committee/Leader Mtg-MUP 14 No School 14-16 Spring Family Camp-Agawam 23 Pack Meeting – Adams Park - Rocket Launch - Kite Contest 31 No School – Memorial Day
3 rd -4 th Mars 4 th of July Parade - Cub Scout Float & Parade 12 Committee/Leaders Mtg - MUP 13-16 Cub Scout Day Camp - All Cub Scouts - Barn – 4pm Tues-Fri

Notes:
3 Mars Applefest 10-4 – Sell Popcorn (Times to be assigned by Den) Committee/Leader Mtg-MUP 7 Jennings Scout Day Sign-up 10 Show-n-Sell of Lowes (Times to be assigned by Den) 12 No School 16-18 Fall Family Camp- Camp Agawam 19 Pack Meeting-ME - Halloween Party 20 Popcorn Orders Due! 23 Allegheny Observatory Tour 8-10pm Halloween 31
7 Committee/Leader Mtg-MUP Caroling – Sunrise Center Pack Meeting-ME - Christmas Party - Gift Exchange 23-2 No School – Holiday's
1 Committee/Leader Mtg-MUP Scout Sunday – MUP 10:30 No School – Presidents Day Pack Meeting – ME - Summer Camp Commitments
1-2 No School – Good Friday Easter 4 Committee/Leader Mtg-MUP Blue & Gold Banquet 16 Glacier Ridge District Pinewood Derby 30-2 Webelos/Troop Campout Council Training Webelos Outdoor, SM/ASM, etc.
1-8 Last Day of School 23 3 rd Annual Golf Outing - Mars/Bethel Par 3
1-5 Webelos Specialty Overnight Camp - Webelos I & II - 1 pm Sun to 9 am Thu 9 Annual Planning Conference MUP Cub Scout Overnight Camp 13-16 All Cub Scouts - 1 pm Fri to 9 am Mon Pack Pool Party – Tentative 30 Committee/Leader Mtg - MUP

ME – Mars Elementary Cafeteria, MUP – Mars UP Church, MAC – Mars Alliance Church, PC – Mars Primary Center

Sept 29th, 2009



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TROOP 571 THE IRON SCOUTS DETAIL CALENDAR



Full calendar can be found at www.troop571.org/Pages/Calendar.aspx, Signup to attend an outing at: <http://www.troop571.org/Pages/SignUpforOutings.aspx>

Program Areas: Troop Meetings	Outings	Outreach + Training	Hikes	Other Dates
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See end for abbreviation key

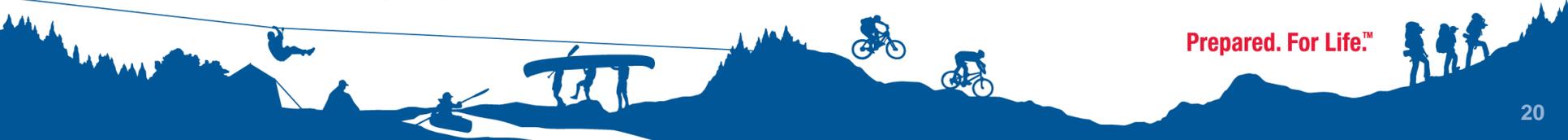
September 2016

5: No Troop Meeting – Labor Day	10-11: Fort Ebey (SIC:TBD, AOA: Mr Warnock)	24: Liam McKorkle Eagle Project		
12: Troop Meeting: <ul style="list-style-type: none"> • Advancement 				
19: Troop Meeting <ul style="list-style-type: none"> ➢ PLC 6pm 				
26: Troop Meeting <ul style="list-style-type: none"> • Merit Badge Monday 1 of 4 				

October 2016

3: Troop Meeting <ul style="list-style-type: none"> - PLC 6pm - TCOM: 6:30 (MQP Library) <ul style="list-style-type: none"> • Patrol games 	15: Program Training Conference – North Seattle College	8: Matt Jelen Eagle Project	TBD
10: Troop Meeting <ul style="list-style-type: none"> - Advancement 	22: Merit Badge Jamboree <ul style="list-style-type: none"> • AOA: TBD, SIC: TBD 	15: Myles Morledge Eagle Project	
17: Troop Meeting <ul style="list-style-type: none"> • Pumpkin Carving Contest 	29 - 30 Spectacular <ul style="list-style-type: none"> • AOA: TBD, SIC: John Dulski 	24 : Adian Vladez Eagle Project	
24 Troop Meeting <ul style="list-style-type: none"> - MBM • 			
31: NO Troop Meeting <ul style="list-style-type: none"> • Halloween 			

<http://www.troop571.org/Pages/Calendar.aspx>



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Troop 888 - 2017 Planning Calendar as of Feb 1, 2016

Date last revised

Calendar starts with annual events and key dates.

Add troop events to calendar as they occur.

Use as reference for next year's planning

January						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	T	10	11	12	13	14
15	16	17	18	19	20	21
22	B	24	25	26	27	28
29	T/A	31				

February						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	T	7	8	9	10	11
12	B/A	14	15	16	17	18
19	20	21	22	23	24	25
26	T/A	28				

March						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	P	7	8	9	10	11
12	T/A	14	15	16	17	18
19	B	21	22	23	24	25
26	C	28	29	30	31	

April						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	T/A	11	12	13	14	15
16	B	18	19	20	21	22
23	T	25	26	27	28	29
30						

Holidays	
Jan 1	New Year's Day
Jan 2	New Year's Day (observed)
Jan 16	Martin Luther King Day
Feb 20	Presidents' Day
Apr 11-18	Passover

Troop Dates	
T	Troop Meeting
P	PLC
A	Parent Meeting
B	Board of Review/Patrol Meetings
C	Court of Honor

School Dates	
□	Holiday - No School
□	No School
□	K-8 Min Day/Conferences
▲	1st/Last Day Schl/Min Day

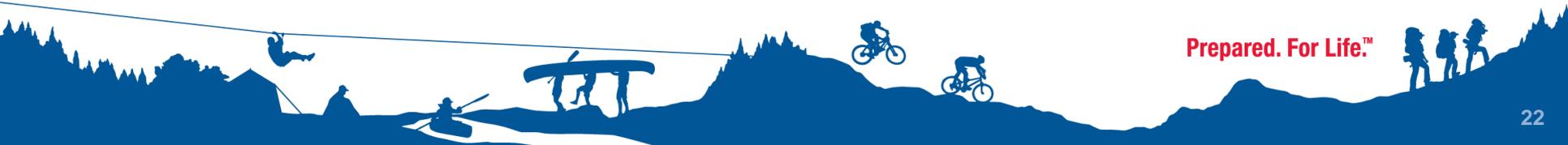
Date	Day	Description
2-6	-	No School - Winter Break
6	Fri	Scout Day at Warriors Game
7	Sat	Veteran Hospital Holiday Un-decorating (TBD)
21	Sat	SAT Testing
28	Sat	Crab Feed - AM Setup, PM Dinner, Vet Memorial Bldg, Danville
28	Sat	LEAD (Leader Education and Discovery), Diablo Valley College

Date	Day	Description
6	Mon	Pack 996 Blue & Gold/Webelos Bridging
8	Wed	Pack 995 AOL/Webelos Bridging
11	Sat	ACT Testing
17	Fri	Pack 1776 Blue & Gold/Webelos Bridging
20	Mon	NO TROOP MEETING - Presidents' Day
27	Mon	Troop Meeting - New Website Orientation & New Parent Meeting
Ideas		Snow Sport Day / Snow Camping (TBD)

Date	Day	Description
4	Sat	New Hike Scout - Las Trampas
5	Mon	PLC & Court of Honor Cut-Off Date
11	Sat	SAT Testing
13	Mon	Troop Meeting: Order of the Arrow Elections
18-19	-	New Scout Campout - Coyote Hills Regional Park, Fremont
27	Mon	Court Of Honor

Date	Day	Description
3-7	-	No School - Spring Break
8	Sat	ACT Testing
28-30		District Camporee - Rancho Los Mochos, Livermore
Ideas		Orienteering course

Holidays & Calendar Legend



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Troop 132 Cape Cod Bike Trip June 1-3, 2012



What

Two nights tent camping, biking on the Cape Cod Rail Trail with a stop at a beach and an ice cream shop.

Where

Nickerson State Park on 6A in Brewster, MA. We have many sites in Area 3, loop 79-104.

Directions from Concord: take Rt. 2 east to 95 south to 3 south to the Sagamore Bridge, then Rt. 6 to exit 12 in Orleans, turn left off the ramp onto Rt. 6A West towards Brewster. Continue for about 2 miles. Park Entrance is on left.

Who

The trip is open to all scouts and their families including crossover scouts.

When

We will depart the Scout House Friday at 4 PM (arrive by 3:45). Scouts will be dropped at their homes on Sunday by 4 PM.

Transportation

Adult leaders and volunteers drive to and from Nickerson State Park, Brewster, MA. We need adult volunteers with vehicles with bike racks. What could be better than spending a June weekend camping on the beach on Cape Cod?

\$\$\$

The cost of the trip is \$10 per person; please pay the Honcho prior to the trip. Bring spending money for ice cream and souvenirs.

RSVP

Scouts RSVP to honcho by May 22.

Supplies and Equipment:

- Clothing: comfortable, functional clothes for cycling, raingear, swim gear.
- Tents, sleeping bags, etc., to camp out
- Road Bike or Hybrid Bike in good working order. These will be inspected at the May 22nd Scout meeting so Scouts need to bring their bikes and helmets to the meeting.
- Helmets are mandatory for bikers. No helmet, no go.
- Light day pack, Camelback or water bottle with plenty of water for the bike trip and hike.

Food

- Scouts will cook Friday/Saturday dinners and Saturday/Sunday breakfasts by patrols. Bring non-perishable bag lunch for Saturday and Sunday as well as snacks for the trail.
- Bring WATER!!!! Water will also be available at the campsite.

Biking

On Saturday, there will be two options for bikers:

1. A 25 mile round trip to the Marconi Station, at the Cape Cod National Seashore. This trip will be primarily along the Cape Cod bike trail.
2. A 50 mile round trip ride will start at the beginning of the bike trail in Dennis MA and complete the entire trail, with a jaunt to the Marconi Station. **NOTE: the 50-miler is only open to scouts who can demonstrate that they have completed the 3 required Merit Badge training rides, which range from 10 to 25 miles. If you are interested in this ride, you must check with Mr. Vrablik for approval.**

Requirements

All Scouts must have:

- Current medical form on file with the troop
- Signed permission slip
- Scouts who have not passed the BSA swim test be limited to a "Non-Swimmer" depth.

Trip Description

This trip will be a great opportunity to practice your camping and cooking skills and work on the cycling merit badge.

We'll leave the Scout House promptly at 4 PM on Friday June 1st so please arrive by 3:45. We'll drive to Nickerson State Park in Brewster, MA where we have many campsites reserved. We'll set up our campsites, have dinner and settle in for the evening. On Saturday, we'll cook breakfast by patrol, and then embark on our bike trip. Lunch will be en route so pack a non-perishable lunch for Saturday. If the weather is warm enough, we'll plan enough time for a swim. Then we'll bike back to the campsite, with a stop for ice cream. Back at the campsite, we will cook dinner by patrol. On Sunday we'll cook breakfast by patrol, and will take another *optional* bike ride. Lunch will be en route so pack a non-perishable lunch for Sunday before returning to break camp.

We will conduct a bike safety check during the May 22nd Troop Meeting. All scouts and adults who bring bikes are required to have their bikes inspected prior to the trip.

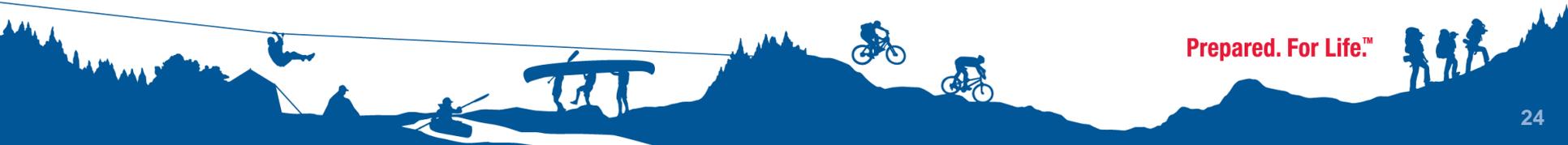
Honchos

Rob Vrablik (Rob.Vrablik@comcast.net), Bob Zuffante (rzuffante@comcast.net)

<http://www.troop132.com/Home/fact-sheets-for-past-outings>

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Adult Leaders & Volunteers



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Effective Leaders Don't Grow On Trees

Know what you've got to do to create great leadership.

- It's similar to growing and developing Scouts.
- Get adults actively involved in working with the Scouts. Adults learn by hands-on experience too.
- Look outside the families for prospective adults and resources – grandparents, charter organization, retired Scouters, even business owners.
- TIP: ALWAYS remember to thank adults who volunteer to help.

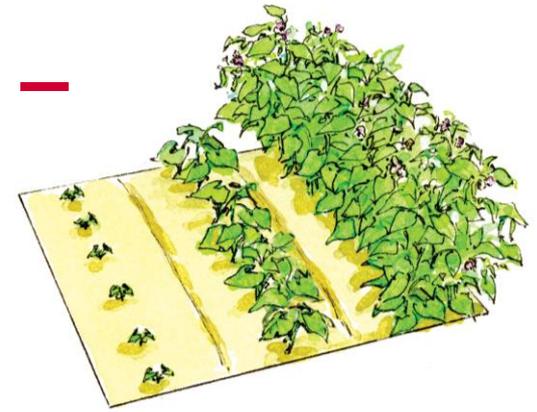


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Plant Seeds & Saplings – Grow Your Adults



- **Basic Training and more**
 - All adults are volunteers. Where possible, units should pay for, or pay a portion of, fees for required training that is completed – YPT, Basic Leader Training
 - Encourage ongoing training and involvement - LEAD, Woodbadge, CPR/AED, First Aid, High Adventure Training, staffing at District and Council events
- **Find best materials & resources – take time to review it with them**
- **Guide, provide feedback and advice – Use EDGE method**
- **Start with small jobs to help the den/patrol**
 - Other adults doing small jobs allow Den Leader/ASMs to focus more on the Scouts.

TIP: Just like Scouts, adults make mistakes. Let them, but be ready to step in for something that is detrimental to leadership or the troop.





Maintain the Forest – Develop Your Leaders



- **Adult Mentors**
 - Experienced adults mentor and co-lead committee positions with newer adults
 - Have ASMs mentor Scout Youth Leaders
- **Division of Labor – Delegate responsibilities!**
 - One adult excels at coaching and motivating, but is not the best at planning and organizing. Partner the adult with other adults to divide and conquer.
- **Praise a job well done - Let them know they're appreciated.**
 - Thank adult volunteers in front of the Scouts AND the other parents.

TIP: If a leader feels they have done poorly, be there to lift him/her up and encourage him. Share a personal example. Everyone encounters down days, but *one doesn't have to stay there.*

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Know Some Trees Will Fall – Plan for Leaders to “Retire”



- **Reasons for “Retirement”**

- Scouts bridge over (Cub Scouts) or age-out (Boy Scouts)
- Parents who need a break (burnout)
- Families who move away or face an unexpected change in their personal life
- Parents who can take on increased responsibility (commitment)

- **Key Leaders Need to Mentor Successors For Their Roles**

- The small core of adults who work on succession planning should also be working on their own.
- Each adult needs to think about when they’re going to rotate out. What’s the next thing they’re going to do help transition their role because you want that to happen before it’s too late.

- **Know When to Say When**

- Set a date when you will step down. Stick to the date!
- Make sure your committee knows it and inform the parents.
- Parents need to understand someone needs to step-up, or the unit and their Scouts pay the price

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Cub Scouts

Adult Leaders & Committee Positions

Build From Within

- **Parents required to be involved, but may be reluctant to lead. Be straight forward and direct. Adult participation is expected.**
 - At first Den meeting with parents. Ask if anyone will be den leader. Explain the need for a designated leader. May simply state: “One is you is now the Den Leader. Please let the Cubmaster know who it is before you leave.”
 - Great to have assistant Den Leaders, but only one Den Leader.
- **Promote existing Den Leaders up to Pack leadership roles**
- **Large Packs, may create a den pyramid. More, smaller dens for younger Scouts that merge into larger dens as they advance. Develops multiple adults and allows for new Scouts to join.**

Lion/Tiger Dens: 3-4 Scouts
Wolf/Bear Dens: 6-8 Scouts
Webelos Dens: 10-12 Scouts

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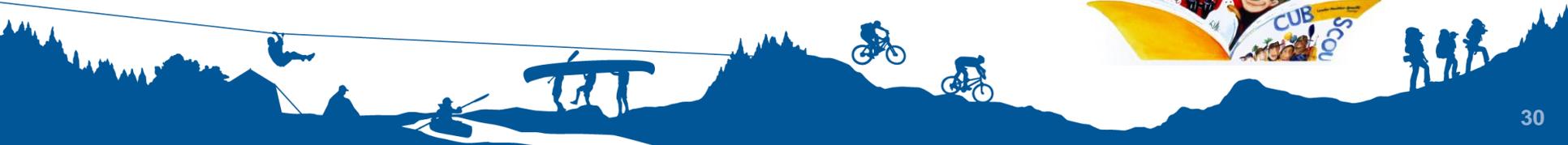




Cub Scout – Tips for Involvement

- **Webelos family responsible for monthly Pack activity.**
Bear family responsible for monthly Pack gathering activity.
 - May have one or two families sharing the responsibility.
 - Needs to be assigned in advance and follow-up reminders
 - (Be prepared! Assign a Pack leader to have a few back-up activities ready to go in case the assigned family doesn't attend)
- **For families with parents not in a leadership role, each family plans & organizes an activity/outing for the Den/Pack.**
 - If following an annual program – provide information on what has been done in the past (don't recreate the wheel) and/or materials and resources for new ideas.

Tip: Assigning activities works at the Den level too.





Boy Scouts ASMs and Committee positions

Group announcement

- Parent meetings and email announcements
- Adult participation is needed and expected for benefit of the Scouts.
- How does the adult benefit? What skills needed? How much time?
- Ensure there is guidance and mentoring

Direct Approach

- Speak directly to the adult(s) who has the right personality/skills/passion for the position. Try to make the correct “fit”
- Tell the adult you need them, communicate what they need to do and any required skills or training
 - Not all positions require leader training.
- Where there are co-chaired positions. Have new adult meet with current adult in the position

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Boy Scouts – Tips for Involvement

Parents may be even more reluctant to get involved.

- Feel they lack knowledge or necessary Scout skills
- Think they must be a trained ASM.
- Disadvantage as parents are not required to participate alongside their Scout

Focus meetings specifically for new and inactive parents:

- **New parent orientation**
- **Smaller parent meetings during patrol meeting(s)**
 - Parents attend when Scouts learn about camping gear and initial activity planning
 - Take parents aside and speak to them.

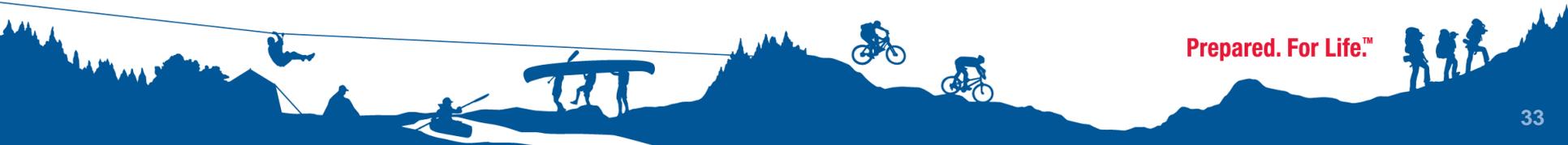
Adults learn the Scouting method through experience

- **Plan adult only social events and introduce Scout skills**
- **Form an adult patrol – adults participate as their own patrol**

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Engagement



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Parent Engagement

Engagement: *emotional involvement or commitment*

Give parents a better understanding of the value of Scouting – what better way than to give parents a Scouting experience of their own?

- **Parents involved in their Scout's program tend to have a better understanding of how we deliver on our mission, have a greater likelihood of volunteering, and tend to keep their children in Scouting year after year.**
- **The easiest way to make this happen – you need to ask them.**

<http://www.scouts.ca/ca/parent-engagement>

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Sample Parent Session

New Parent Orientation

- Brief BSA History – Mission and Values
- A Lesson On Unit Culture

Make it about the Parent and their Scout

- Emphasize being involved with your Scout during short formative years
- Adults get to have their own Scouting journey – make it personal
- Benefits their Scout, their Scout's den/patrol & the Pack/Troop
- Communicate what you need them to do (don't ask)
- Basic requirements for leader training

Follow up with information and make it available

- Parents cannot process / remember all information
- Follow-up email with links/attachments to all the information

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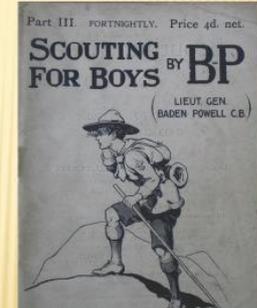
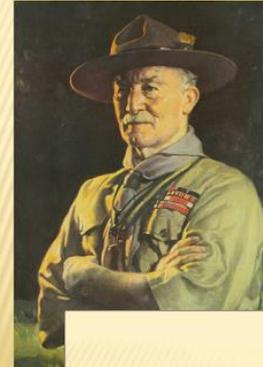




Sample Parent Session

- History of Lord Baden-Powell
- Boy Scout Mission & Vision
- Unit Culture & Structure
- Patrol Method
- Visual Timeline Demonstration
- Show/Tell where help is needed
- Encourage training to get a better understanding of Boy Scouts- allows parents to better help their Scout and unit.

Lord Robert Stephenson Smyth Baden-Powell (BP)



Parent Involvement

What's in it for me?

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One Size Does Not Fit All

- **Management style of each unit will vary in how to approach getting parents involved.**
- **Be as transparent as possible and communicate what the troop needs at every opportunity.**
- **Primary leaders need to have their radar on to identify future core leaders and be visible and available to everyone.**
 - Engage families with multiple siblings
 - Look for parents who participate on a consistent basis
- **Maintain ongoing efforts to keep “nurturing” adults for succession.**





Planning to Succeed

- **Key is just getting proactive and doing it.**
- **Maintain An Annual Calendar**
This is the basis for planning and engagement
- **Go out and start doing succession planning.**

“It’s ongoing. Look at what you’ve got, look at what you need, who needs a break, who needs training, who needs to come on board, how do we get them there, how do we get them set up for success to do it, how do we make sure all these adults are helping your Scouts put on the best program you can.”

- **The adults you engage will be the ones to take over when you’re done. You want to leave a great legacy.**



Special Thanks to:

Tom Azzopardi Scoutmaster, Troop 84, San Ramon

Ray Chan Scoutmaster, Troop 805, Danville

Ronnie Payne Cubmaster, Pack 996, San Ramon

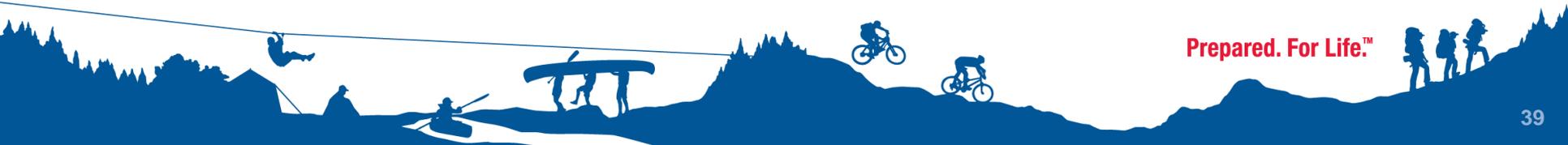
Mark Weyland Scoutmaster, Troop 200, Lafayette

Resources:

Scoutcast Jan 2017: <http://www.scouting.org/Scoutcast/Scoutcast.aspx>

Succession Planning:

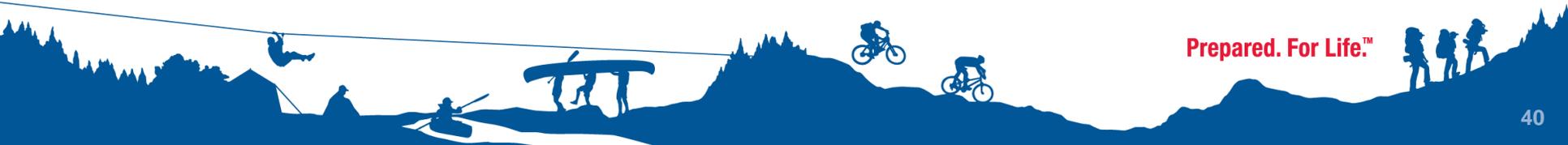
<http://commissioner-bsa.org/leaders/Succession%20Planning%20&%20Volunteer%20Recruitment.pdf>



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Thank You!



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