



Cub Scout Pack 317

Cubmaster: Bill Smith (610-509-6105)

CSPack317@gmail.com

WELCOME TO CUB SCOUT PACK 317

Thank you for joining us for your Scouting experience! Please look through the enclosed paperwork for important information that will help you on your scouting journey.

Contents

Mission Statement.....	2
Cub Scout Dens.....	2
Meeting Location.....	2
Meeting Types/Descriptions.....	2
Behavior Policies.....	3
Electronic Devices.....	3
Scout Participation.....	3
Parent/Sibling Policy.....	3
Pack 317 Zero Tolerance Policy.....	3
Chain of Command and Conflict Resolution.....	4
PA Act 153 – Background Clearances.....	4
Calendar/Communication.....	5
Arrival/Departure Policy.....	5
The Scout Sign.....	5
Cub Pack Parent Committees.....	6
Dress Code.....	6
Cub Scout Uniform Checklist.....	6
Required Uniform for Cub Scouts.....	6
Required Uniform for Webelos Scouts.....	6
Cub Pack 317 Scout Expenses.....	7
Annual Scout Fees.....	7
Other Expenses.....	7
Payment Due Dates.....	8
Financial Assistance.....	8
Summer Camp and Parent Cost.....	8
Fundraising Event Volunteering.....	9
Scout Account Management.....	9
Automatic Charges to Pack 317 Scout Accounts.....	9
How to Earn Money for your Scout Account.....	10
Cub Scout Pack 317 New Member Information.....	10
PARENT & CUB SCOUT ACKNOWLEDGEMENT FORM.....	11
MEDIA RELEASE.....	11
Cub Scout/Parent Contact Update.....	12

Mission Statement

Our goal at Cub Pack 317 is to help kids experience Scouting. This includes character development, good citizenship, sportsmanship/fitness, personal achievement, preparation for Scouts, BSA, fun, and adventure.

Cub Scout Dens

In Cub Scouting, all kids in a cub pack are organized by their age/school grade into groups called dens. Each den meets individually with an adult Den Leader and possibly a Boy Scout Den Chief.

Kindergarten – Lions

Grade 1 – Tigers

Grade 2 – Wolves

Grade 3 – Bears

Grade 4 – Webelos I

Grade 5 – Webelos II Arrow of Light (AOL)

**Meeting Types/Descriptions

- ❖ **Den Meetings:** Your Cub Scout will meet with his/her Den Leader(s) and members of the den to work on advancement activities, do projects, and learn about scouting. Den meeting times and location are determined by the Den Leader(s) and will be communicated to you directly. Please contact your Den Leader if your scout will be missing or late for a meeting so the leader can better plan for the meeting.
NOTE: Parent participation is required at all Lion and Tiger Cub meetings and is encouraged for all other dens.
- ❖ **Pack Meetings:** Once a month, all dens join together as a pack. These meetings typically have a theme such as a derby or a special event. Cubs are recognized for achievements. Projects, crafts, etc. may be displayed at this time. Special guests or presenters may be invited to attend. Pack meetings are family events and we encourage all parents and families to attend in support of your scout.
- ❖ **Summer Activities:** After our pack graduation, the dens do not meet again for regular meetings until August/September, however, the pack still meets over the summer months with many group activities.
- ❖ **Outings:** These may be scheduled as a den or as a pack. A parent is expected to accompany their scout on all outings. Siblings are usually invited to join unless there are space constraints.

**Meeting Time/Location

Cub Scout Pack 317 meets on the third Thursday of the month from 6:30 PM to 8:00 PM. All pack meetings are held at Farmersville Elementary School, 7036 William Penn Highway, Easton, PA. Enter the building via the gym doors on the side of the building facing the parking lot. Notification will be distributed by your Den Leader or Cubmaster for any location changes due to special events.

Behavior Policies

Electronic Devices

Electronic devices are not allowed during any pack activity, including den meetings. Scouts should not be in possession of any devices until after they leave the building or event. This includes cell phones, handheld gaming systems, iPods, tablets, etc. This policy also applies to scout outings and overnight campouts.

Parents in attendance at meetings or events are asked to refrain from using their electronic devices in a way that would be disruptive to the planned activities.

Scout Participation

Den and pack meetings are essential to the Scouting experience and provide an opportunity to learn skills and gain knowledge necessary to achieve den rank. Scouts will be expected to attend all meetings possible and to actively participate in all activities included in those meetings.

Parent/Sibling Policy

In most cases, scout meetings and events are family activities and we would love to have parents and siblings participate. Older and younger siblings are welcome to participate in den activities, with the presence and involvement of their parent. However, we ask that all parents and siblings that are present at meetings do not distract scouts from the planned activities. For example, it can be distracting to have parents talking in the area where kids are meeting, or younger siblings playing on electronics or running around the meeting area. Parents and siblings are asked to adhere to the same rules we set for our scouts if they are present at meetings, including the ban on electronics for kids. If parents and siblings do not wish to participate in the planned activities, please sit quietly in the meeting room or move to another area where you will not disturb scout activities. Siblings must be in the parent's presence at all times and not wandering around the school/meeting location. It is Scouts, BSA policy that Lion and Tiger parents must be present at all scouting events.

Pack 317 Zero Tolerance Policy

Rules

- ❖ Physical contact, including hitting, pushing, and tripping, will not be tolerated. The only time physical contact is permitted is during den games and events that call for it. This type of contact usually involves holding hands, legs, or feet, or holding someone around the waist.
- ❖ Disrespect of the leader or not doing as told by the leader will not be tolerated.
- ❖ Damaging anything public, private, or natural will not be tolerated. This includes breaking, tearing, vandalizing, throwing, and any other action that could cause damage to a person or object.
- ❖ Words, when spoken in an inappropriate manner, are harmful. Speaking of committing violent acts is not tolerated. Talking about harming or killing anyone or anything is not tolerated. Even if speaking in a joking or kidding manner, offenders will be removed from the meeting/activity.
- ❖ Bullying of any kind will not be tolerated.
- ❖ Knife safety and use is covered in the Bear and Webelos Scout books. This is the only time Scouts are permitted to have a pocketknife. NO knives or weapons of any type are permitted to be in the possession of any Cub Scout at any Scouting event.
- ❖ Scouts should only bring materials to meetings as directed by their Leader(s).

- ❖ No electronic devices, cards, or toys should be brought to the scout meeting unless given prior approval by your Den Leader(s). This includes fidget spinners and other fidget devices, unless medically necessary and a doctor's note is provided.

First Offense

If any one of these rules is broken the person involved will be immediately separated to discuss their actions. The scout will write down what they did and why it was wrong. Once their parent signs the paper the scout may attend the next meeting/activity.

Second Offense

The scout will be immediately separated from the meeting/activity. Their parent(s) will be telephoned to come pick them up. The parent will be required to attend the next meeting/activity with the scout in order for the scout to be allowed participation.

Third Offense

The scout's parent(s) must pick them up from the meeting/activity and the scout will not be allowed to participate in another meeting/activity until after the parent(s) and Cubmaster have a conference. Parent(s) will be required to attend the next three meetings/activities with their scout. Council will be informed of the offenses.

Final Offense

Scout will be discharged from the pack. Council will be informed of the dismissal. Any monies on your account or paid to the pack will not be refunded.

Chain of Command and Conflict Resolution

If you or your child have any concerns, please let your Den Leader know as soon as possible so that they may be resolved quickly. Please direct all questions and concerns about the operation of Pack 317 to your Den Leader(s). If a resolution cannot be reached with your Den Leader's assistance, please contact the Cubmaster and/or Committee Chairperson.

Cubmaster –	Bill Smith --	CSPack317@gmail.com
Committee Chair –	Rob Miller --	robjmiller@aol.com

PA Act 153 – Background Clearances

In October 2014, Governor Corbett signed PA Act 153 into law. This legislation is designed to increase the safety of children by requiring background checks and child abuse clearances for all volunteers and staff who are responsible for children. This law impacts all organizations who serve youth and also includes strengthened mandatory reporting requirements for adult volunteers and staff.

All unregistered volunteers must complete the clearance process upon registering for scouts. An unregistered volunteer is any adult that is regularly involved in helping with any scout meetings or activities, including den meetings, pack meetings, and any camping event. **All adults attending overnight campouts and summer camp will be required to complete these clearances before they are permitted to attend the event.**

What clearances are required?

- ❖ Pennsylvania State Police Criminal History (free)
- ❖ Pennsylvania Department of Human Services Child Abuse Clearance (free)

- ❖ **If you have lived in PA for less than 10 years:** FBI fingerprint based Federal Criminal History (Cost: \$27.50) Note: If you have been a continuous resident of Pennsylvania for the entire past 10 years, you may sign a Minsi Trails Council Disclosure Statement for Volunteers in lieu of the FBI fingerprint based Federal Criminal History. The disclosure form affirms your residency and indicates there are no criminal convictions that would disqualify you from volunteer service.

Please see the separate handout with instructions for completing clearances. Once the online applications and fingerprinting (if necessary) are completed, reports will be mailed and/or emailed to the applicant. Copies of the reports must be given to the Cubmaster to be kept on file with the pack and the charter organization. Original reports will remain with the applicant and can be used for other volunteer purposes. Please note: Reports can take several weeks up to 2 months to be returned after completing the applications. Please complete your paperwork early to ensure you have the required clearances in time.

Calendar/Communication

Included in your packet is a tentative schedule of Cub Pack 317 events for the current scout year. New events and scout activities arise throughout the year, so the calendar is always subject to change.

The Cubmaster will contact parents with pack-wide changes via email and the Cub Pack 317 closed group Facebook page. The Facebook page is limited to parents and guardians of currently registered scouts or alumni only. Scout families are permitted to post photos and comments on the closed group Facebook page.

Den leaders will communicate with their dens separately about any den specific updates. Den leaders will inform parents at the beginning of the year what method of communication they plan to use, i.e. email, text, Facebook, etc.

It is extremely important that the Cubmaster, Treasurer, and your child's Den Leader have current contact information. Please let them know of any changes to your email address or other contact information.

Arrival/Departure

Kids must be brought into the meeting place and **must be signed in by a parent or guardian** at the front table. They cannot be dropped off outside and left to enter the meeting place on their own.

- ❖ If for some reason a child is not picked up by 8:05pm, parents will be called. If the child is not picked by 8:15pm and the parents cannot be reached, the child will be taken to the Police station.
- ❖ Please notify your den leader if someone other than the parent/guardian will be picking up your child.

The Scout Sign

The scout sign is used during meetings as a way to call the room to order. When a leader holds up the scout sign everyone is expected to be seated and silent. When a leader shows the scout sign, all scouts and others in attendance should follow suit by displaying the scout sign and setting an example for their fellow scouts.

Cub Pack/Parent Committees

Due to the numerous Cub Pack 317 activities and events, we ask that at least one parent/guardian sign up to participate in at least one committee needed to plan and run Pack activities. Sign-up sheets will be posted at the sign in desk. Below is a tentative list of committees. Committees may be created or removed as needed.

Holiday Party
Caroling
Scout Sunday
Blue & Gold Dinner

Pinewood Derby
Camping Trips
Graduation
Summer Camp

Popcorn Fundraiser
Pancake Breakfast
Other Fundraisers
Scouting for Food

Dress Code

Pack 317 requires and expects all Cub Scouts to wear the Cub Scout Uniform to pack meetings and outings. Your Den Leader will determine if your child should wear a Class A (full uniform) or a Class B (t-shirt only) for special events. Scouts are not required to wear a uniform to regular Den meetings, unless otherwise specified by their Leader. A description of the uniform and our minimum requirements are listed below. Leaders will advise you when not to wear the uniform for certain meetings/events. Some of the scouting events may involve working with messy materials (paint, glue, etc.) or some outdoor type activity where there is the potential risk for the uniform to become extremely soiled or possibly cut or torn.

Lions Uniform Requirement: Lion scouts may choose to wear Class A uniforms (see below) or Class B t-shirts for any event requiring a uniform.

Class A Uniform for Cub Scouts: Lions (Optional), Tiger, Wolf and Bear Dens

- ❖ SHIRT (blue, long or short sleeves)
- ❖ COUNCIL SHOULDER PATCH
- ❖ WORLD CREST EMBLEM
- ❖ PACK NUMERALS
- ❖ Cub Scout belt & buckle (optional)
- ❖ Neckerchief & Clip (optional) rank specific
- ❖ Scout hat (optional) rank specific
- ❖ Scout pants/shorts (optional)
- ❖ Class B T-Shirt

Class A Uniform for Webelos Scouts

- ❖ WEBELOS SCOUT SHIRT (tan)
(blue allowed if still fits)
- ❖ SHOULDER LOOPS (blue)
- ❖ COUNCIL SHOULDER PATCH
- ❖ WORLD CREST EMBLEM
- ❖ PACK NUMERALS
- ❖ Cub Scout belt & buckle (optional)
- ❖ Neckerchief & Clip (optional) rank specific
- ❖ Scout hat (optional) rank specific
- ❖ Scout pants/shorts (optional)
- ❖ Class B T-Shirt

****Scouts must wear dark blue jeans if not wearing Scout pants/shorts****

❖❖ NO CAMOUFLAGE OR MILITARY TYPE CLOTHING ARE PERMITTED ❖❖

NOTE: If you do not wish to sew emblems, purchase "Badge Magic" at the scout store when getting your new uniform & emblems.

All scout uniform items can be purchased at:
Minsi Trails Scout Shop
991 Postal Road, Allentown, PA
Phone: 610-266-7770 or 610-266-7798
Hours: Monday & Friday – 9am to 5pm
Tuesday, Wednesday, Thursday – 9am to 7pm
Saturday – 10am to 2pm
Or you can order online at www.scoutstuff.org

Pack 317 T-Shirts (Class B) are available for purchase through the Cubmaster or your Den Leader.

❖❖❖❖❖❖❖BOOKS ARE PROVIDED BY THE PACK❖❖❖❖❖❖❖❖

Cub Pack 317 Scout Expenses

Annual Scout Fees

Instead of collecting monthly dues, Pack 317 will collect annual scout fees totaling \$120 for the year for each scout. This amount covers registration with council, Kids' Life magazine subscription, Re-charter cost, Scouts, BSA Insurance, Den Handbook, awards (patches, belt loops, pins, etc), and supplies for den and pack meetings. In addition, the pack subsidizes several outings throughout the year through the use of these fees.

The \$120 fees may be paid all at once upon registering in September, or in 4 payments during the scouting year. Fees may be paid from fundraising earnings in an individual's Scout Account.

Payments are due as follows:

Upon joining for new scouts or by 1st meeting for returning scouts - \$30

October 19 - \$30

December 21 - \$30

March 1 - \$30

Webelos II (AOL) scouts that cross over in January will be responsible for the first 3 payments in September, October, and December (\$90)

Note: All fees are payable in full whether or not you attend all meetings. All scout fees accounts must be up to date in order for a scout to receive awards. In addition, if a scout is not current in their fees payments, they may not pay and participate in activities that carry an "extra cost" (e.g. tickets for a sports game, winter cabin camping, etc.) until the fees payments are made up to date. If a scout is behind on 2 payments or more, the scout may not be able to attend any future Pack 317 den or pack meetings, functions, or activities until the balance is paid. Overdue payments may be deducted from the individual's Scout Account if there are funds available.

Other Expenses

Additional expenses may be incurred for scouting activities/events (such as summer camp; family camping, etc.) based upon each scout's or family's participation. Scouts may offset expenses by using their Scout Account. Please refer to the Scout Account Management section of this handout for details.

Payment Due Date Policy

When a payment is due for regular fees, special activities, fundraisers, etc., pack leadership will give ample notification of the due date. Payments will be accepted at the front table at pack meetings, and, on occasion, at special events. Any payment may be accepted at an earlier date as long as the Cubmaster, Treasurer, or other Leader is available to record and write a receipt for the payment. Late payments will not be accepted and payments may not be dropped off to a Leader's home. This is to reduce any confusion and to ensure that all payments are recorded properly.

Payments for trips/overnighters/den outings are due on the date specified on the sign-up information for that event. No exceptions can be made without written request to the Pack Treasurer.

Financial Assistance

Sometimes families may have difficulties meeting certain financial responsibilities. If this should happen and you need to discuss finances with us, please contact a Scout Leader or our Pack Treasurer and the Pack Committee will make every effort to come to a resolution with your family.

Scholarship Policy: Scouts may request scholarships to defer the cost of fees from both Minsi Trails Council and the Pack. Scholarships for summer camp (camperships) are also available. To receive a scholarship, parents/guardians must complete and submit the request to Minsi Trails Council. If council provides a scholarship for a scout, Pack 317 will match any council scholarship up to the amount of \$50. All pack scholarships are contingent upon volunteer participation in pack fundraisers. In order to receive a pack scholarship, the parent/guardian must participate as a volunteer for a minimum of 4 hours in a fundraising event that supports the pack (e.g. bake sale, pancake breakfast, etc.)

Summer Camp and Parent Cost

We are so fortunate to have many parents interested in attending summer camp with our pack. Minsi Trails Council offers a reduced rate for adults and Den Chiefs to attend camp. The cost to attend camp for any parent or leader within Cub Pack 317 will be \$150 for a full week or \$96 for a mini-week. Leaders will be asked to keep track of their Den's achievements while at camp.

All Lion and Tiger Scouts must be accompanied by a parent, per Scouts, BSA policy. If your child has attended summer camp with the pack before, he may stay the whole week without a parent (Wolf or older).

First time summer campers must be accompanied by a parent to attend a full week, per pack policy. New campers may attend the mini-week without a parent, if the scout is ready and mature enough to do so. Parents must inform the Den Leader and Cubmaster before signing up if they wish their child to attend camp alone and a discussion will take place to determine the scout's readiness to camp without a parent.

Fundraising Event Volunteering

Fundraising events are a way that the pack offsets many costs. It is asked that one parent/guardian for each scout volunteer 4 hours of productive time at a pack fundraising event. Please note: only Pack fundraisers fulfill this obligation, not individual sale efforts from which profits go directly to the child's individual Scout Account.

All fundraising profits from individual sales efforts (e.g. popcorn fundraiser, etc.) will be credited to an individual's Scout Account. If you sell it, you keep the profit. Since profits do not benefit the Pack, volunteering for one of these sales does NOT fulfill the 4 hour requirement.

Scout Account Management

Each Cub Scout with Pack 317 has the opportunity to build up a 'Scout Account.' This account can be used to help offset the cost of many of the additional activities in scouting. Below is a brief summary of our Scout Account management:

- ❖ Scout Accounts serve as a primary motivator for scouts to reach their full potential and "earn their own way" in the Scouting program by selling popcorn, candy, and other fundraising activities.
- ❖ Scouts can pay for the entire scouting year's activities with minimal "out of pocket expenses" by the scout/parent participating in fundraising events.
- ❖ Expenses for uniform items purchased from the scout shop can be reimbursed from a Scout Account upon the submission of a receipt to the Pack Treasurer.
- ❖ The Account records will be maintained by the Pack Treasurer and an Account balance sheet will be supplied to Committee at each month's committee meeting.
- ❖ A statement of your Scout Account will be available upon request.
- ❖ **Scout Accounts are to be used for the registered Cub Scout's expenses only, not for any other persons.** The balance available to the scout may be used toward the cost of any scouting activity, but not as spending money for use on that activity.
- ❖ Scout Account balances may only be used for special scouting activities if the individual's fees payments are up to date. If a scout is behind on payments, funds in the Scout Account must be used for those fees before they can be used to pay for a scouting activity.
- ❖ Webelos II (AOL) scouts that decide to move on to a Scouts, BSA Boy Scout or Scouts, BSA Girl Scout Troop that also has Scout Accounts will have their Scout Account money transferred to their new Troop. Our Treasurer must be contacted by the scout's new Troop's Treasurer to transfer funds. Scouts that decide they no longer wish to be a member of Scouting will have their account balance transferred to the Pack 317 Operating Account.
- ❖ If a scout leaves Cub Pack 317 and wishes to have his Scout Account moved to his new Pack, he must have the new Pack's Treasurer contact the Pack 317 Treasurer.
- ❖ Scout Account balances will carry over from year to year.

Automatic Charges to Pack 317 Accounts

Cub Pack 317 reserves the right to automatically deduct charges from a Scout Account for the following:

- ❖ Bank fees for returned checks, etc. – immediately charged to the Scout's Account
- ❖ \$30 dues on quarterly due dates

How to Earn Money for your Scout Account

The Pack will run several different fundraising sales during the year where Scouts can sell goods to friends and family. All profits from an individual scout's sales will be deposited into their individual Scout Account. The percentage expected will be announced at the start of any fundraiser depending upon the type of sale. Parents may also make a deposit to a Scout Account at any time.

Cub Scout Pack 317 New Member Information

My Den is: LION TIGER WOLF BEAR WEBELOS

My Den Number is:

My Den Leader's Name is:

Lion

Tiger

Wolf

Bear

Webelos I

Webelos II AOL

Pack 317 Cub Scouts meet on the 3rd Thursday of the month from 6:30 PM to 8:00 PM

Cubmaster	Bill Smith	CSPack317@gmail.com	610-509-6105
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Committee Chair	Rob Miller	robjmillier@aol.com	973-202-3038
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PARENT & CUB SCOUT ACKNOWLEDGEMENT FORM

Cub Scout Pack 317 – Bethlehem, PA

All Cub Scouts and at least one parent/guardian are required to sign below as it pertains to your "Joining Paperwork."

CUB SCOUT PACK 317 RULES & REGULATIONS: By signing below, we verify that we have received a copy of and understand and agree to follow the Cub Scout Pack 317 Rules, Guidelines, and Zero Tolerance Policies.

CUB SCOUT ACCOUNT MANAGEMENT & POLICIES: By signing below, we verify that we have received a copy of and understand the Cub Scout Pack 317 Scout Account Management and Policies.

Cub Scout Signature:

Parent(s) Signature:

CUB SCOUT PACK 317 MEDIA RELEASE

I give permission for my child to be photographed or recorded in individual or group settings, **without identification by name**, for Pack 317 related publications and publicity purposes.

Cub Scout Name: _____

Parent(s) Signature: _____

Cub Scout & Parent Contact Update

Please take a moment to fill in this sheet. This information is not shared with any other parties other than Cub Scout Pack 317 internal records. This information is used primarily for Pack communication and to better serve your Scout.

Please note the email address(es) and cell phone number(s) you would like us to use to send emails and texts about Pack information and updates.

Name of Cub Scout	
Home Address of Scout	
Home Phone Number	
Mother/Guardian Name	
Address (if different)	
Home Phone Number	
Mobile Phone Number	
Email Address	
Father/Guardian Name	
Address (if different)	
Home Phone Number	
Mobile Phone Number	
Email Address	
Emergency Contact Name:	
Relationship to Scout	
Address	
Home Phone Number	
Cell Phone Number	
Allergies, Medical Concerns, or Special Family Situations (i.e. any additional information that would help us better serve your scout)	