



Pack Handbook

Pack 345

The GLOBE Academy

Decatur, GA

2019-2020

Welcome to Pack 345

Welcome to Cub Scout Pack 345, we are going to have so much fun together this year!

Pack 345 was formed in 2018 at the GLOBE Academy for children from kindergarten to fifth grade. We are members of **the Hightower Trail District** which is part of the [Atlanta Area Council](#) of [Scouting](#) (also known as Boy Scouts of America). Our chartering organization is the [The GLOBE Academy](#). We serve families primarily from The GLOBE Academy but welcome children from any part of our community. Our Cub Pack is one of the largest in Atlanta. In our first year, more than 80 kids participated in our activities!

We hope that you and your scouts will grow within pack 345, and that you'll find a way to help our pack grow as a full participant in our scouting journey together. We're so glad you decided to join our family.

Structure of Pack 345

Pack

The term "pack" refers to all our Cub Scouts, Scout leaders, and family members .

Rank

The next, smaller group is a "rank," which is a grade level label:

- New Scouts of any age are always called Bobcats but they quickly earn their grade-level rank
- Kindergarten kids are in the Lion rank
- Grade one kids are in Tiger rank
- Grade two kids are in Wolf rank
- Grade three kids are in Bear rank
- Grade four kids are in Webelos I
- Grade five kids are in Webelos II

Scouts move up a rank when they complete skill-based learning units, or "adventures."

Den

Within each rank is a "Den," which is a group of 3-12 Scouts who are in the same grade; we also have the Phoenix Den, which is all the girls in our pack mixed in one gender group, but we might add another girls' den if we can. In general, dens and den leaders stay together as they progress through the ranks from year to year.

Committees

The Pack organizes volunteers and leaders into committees that focus on specific projects we do throughout the year for our Cub Scouts.

Pack Leaders

The Cubmaster leads the whole pack, and focuses on helping Den leaders with programs that support Cub Scouts earning requirements and advancing through Scout ranks.

The Committee Chair leads parent volunteers and helps the Cubmaster with administrative work like ensuring Den leaders and other leaders get training and materials.

Learn more about [Cub Scouting](#) through online resources.

Advancing through Ranks and Recognizing Achievement

Throughout a scouting year, each Scout will work with den leaders and parents to learn new skills that satisfy “adventures,” defined in the Scout Handbook. When Scouts complete a set of requirements within an adventure, they earn a belt loop with the symbol of the skill set (badges are for Scouts). Den leaders and parents work together on a Scout’s [advancement](#) through the ranks, and the den leaders usually stay with the same group of Scouts from the start of the den to the end of Cub Scouts.

Make our Pack Awesome, Make your Den Fantastic

You can lead in uniform or lead out of uniform- either way, your participation helps us thrive!

Our Pack needs the support of about 20 dedicated adult volunteers performing in specific roles over the 12-month period of the scouting year. Parents can lead or support specific projects during the year, like planning the end-of-year Blue and Gold Banquet (blue and gold are the scouting colors). Every leader in our Pack is a volunteer, and every parent in our Pack should volunteer to lead or contribute their time and skills.

When you join or renew in Cub Pack 345, plan to join as an active participant in your den. Den leaders need the help of each den parent to organize and lead learning experiences that help Scouts advance through rank requirements.

Committees you Can Lead

Pinewood Derby

The annual Cub Scout event in which scouts create a vehicle from a small block of wood, race it, and compete in different categories with their peers. You will coordinate parents to

- Communicate with the pack about the derby, including recruiting volunteers
- Set up and take down the track
- Manage the race days and competition categories
- Purchase (and be reimbursed for) prizes and awards

Blue and Gold Banquet

The annual Cub Scout event during which parents celebrate scouts’ accomplishments and leaders’ efforts. You will coordinate parents to

- Communicate with the pack about the event, including recruiting volunteers
- Purchase or coordinate food for the entire pack, including families
- Decorate the event space
- Set the agenda, in coordination with Pack 345 leadership
- Host the event or act as a master of ceremonies (MC or emcee)
- Arrange entertainment by scouts, parents, or an outside vendor
- Clean up afterward

Popcorn Fundraiser

The annual Cub Scout event during which scouts and families sell popcorn to raise money for the pack. With the help of the Atlanta Area Council, you will coordinate parents to

- Communicate with the pack about popcorn sales, including recruiting volunteers
- Purchase popcorn for show 'n' sell events and recruit retail venues
- Pick up popcorn and distribute it to scouts
- Coordinate popcorn prizes and awards
- Report sales to pack leadership

Big Trip Coordinator

The annual Cub Scout event during which scouts and families participate in a pack-wide learning event that usually involves leaving Atlanta on an adventure over a weekend. You will coordinate parents to

- Find and reserve Big Trip opportunities, in consultation with pack leadership
- Determine a budget and decide fees
- Coordinate transportation to and from the site
- Communicate with families about the trip

Service Project

The annual Cub Scout event during which scouts and families participate in a pack-wide volunteer event that usually involves community service. You will coordinate parents to

- Determine the service project, in consultation with pack leadership
- Determine a budget or service goal
- Coordinate transportation to and from the site, if needed
- Communicate with families about the project
- Coordinate with a host entity

Pack Meetings

We usually hold our monthly Pack meetings (all Scouts and families participate) at the GLOBE Upper Campus every 60 days from 5:30 to 7:00 pm. We'll have other pack-level events in between.

Den Meetings

Our dens meet at different times of the month on a schedule set with each den leader and the scouts' parents. Dens usually meet 1-2 times per month, which can include a "go-see-it" activity, like a visit to a nature center or fire station.

Our main goal is to make sure our Cub Scouts have fun while learning valuable skills that will serve them throughout their lives. We do this by teaching our scouts outdoor skills, sportsmanship, teamwork, citizenship and more.

What Parents Need to Do When they Join Cub Pack 345

1. Create your Scout's Scoutbook account (new families will be sent an email to create account)
2. Ask to join the Pack's Facebook page (<https://www.facebook.com/groups/cubscouts/>)
3. Sign-up to receive Pack Remind notifications (*COMING SOON*)

4. Bookmark the Pack's website (cubpack345.com)
5. Add Pack and Den meeting and activity dates to your calendar

Fundraising for Cub Scout Pack 345 and for Scouting

It costs money for you to participate in scouting, and it costs money for Pack 345 to deliver our programs. All packs raise their own funds to pay for scouting activities within their pack, to support regional resources like campgrounds, and for a national infrastructure you can use for your whole scouting career.

Here is a quick summary of how we raise money for Pack 345 so we can have great adventures and learn new things in our community and beyond.

Pack Popcorn Fundraiser

Our Pack relies on one fundraising effort to fund the majority of our activities: The annual Popcorn Sales Program. This event gives Scouts a chance to develop important skills that build character like public speaking, supporting a team, and time management. When you and your Scout go out into your neighborhood to raise money for our Pack, it deepens your connection to our organization and our community. And it's fun! Whether you're phoning family about products, selling online, walking door-to-door, or selling outside a retail business with friends, you'll have a great time watching your child sell Scouting! We need all Pack 345 parents to help their Scout succeed so we all thrive. We have a lot of great incentives to celebrate sales goals and milestones but we ask every Scout to set their sights on \$200 as a starting point.

Camp Card Sales

During the late winter/early spring, scouts have an opportunity to sell Camp Cards. These cards offer a variety of one-time and multiple use discounts at local retailers and restaurants. Scouts get to keep 50% of the value of the cards they sell, which can be applied toward Day Camp registration!

Friends of Scouting

Each spring our pack extends its generosity beyond the pack level to support the Atlanta Area Council's Friends of Scouting campaign. The annual campaign provides 36% of our Council's budget. It is because of the generosity of our Scouting families and community supporters that the amazing benefits of Scouting are possible in Atlanta. For more information on how you can support Scouting in Metro Atlanta, visit <http://www.atlantabsa.org/support-bsa/friends-of-scouting/>.

The Fun Stuff: Activities and Outings

Pack 345 is a very active pack, and we pride ourselves on offering an exciting annual program that appeals to boys and girls of all Cub Scouting ages. Highlights of our program year include the following:

Monthly Pack Meetings

We will host special activities at our regular pack meetings, including special presentations, guest speakers, etc. In past years, we've hosted Jason Clark from Southeastern Reptile Rescue. We have also organized a build-your-own-boat Raingutter Regatta and a Human Pinewood derby race. Pack and den leaders will have more information about these activities as the meetings are announced.

Fall and Spring Family Camping Trips

The Pack organizes two camping trips every school year. The 2019 fall camping trip is the weekend of November 2nd and 3rd at Bert Adams Scout Reservation in Covington, GA. The spring trip is scheduled for April 18th-19th, 2020 at Frank Lumpkin Scout Camp on West Point Lake in LaGrange.

About Camping with 345

All camping trips are at locations with bathroom and shower facilities to ease our families into camping. The campouts traditionally offers a number of planned activities put on by the our Den Leaders. We go on hikes, go fishing, play field games, launch model rockets and have campfires. We also provide dens the ability to catch-up on requirements, etc. Both camping trips provide excellent opportunities for fishing, hiking, and getting outdoors! It is only through annual dues and Pack popcorn sales that we are able to offer these camping experiences without registration costs to our Pack families, although families will need to chip-in to cover the cost of food for their den.

Family Responsibilities and Roles

Camping trips are open to the entire family -- parents, guardians, and siblings are encouraged to come along (no pets allowed). Each family provides their own camping equipment, from tents, to mess kits, to sleeping bags. You should also bring you scout's Class A and Class B uniforms so they can sow pack pride at the campground and during 345 activities.

We encourage each family to consider taking the lead in planning, purchasing, and preparing meals, in collaboration with the den leader; all families in a den usually share the cost of meals. In addition, if you can lead some adventure-related activity on the camping weekend, your den leader will be grateful-work with him or her to figure out a good plan for the weekend.

Pack Leaders' Responsibilities

You will receive complete information and directions from your den leader prior to each trip. We usually have a campfire on the Saturday night of a campout. Den leaders also teach scouts formal ceremonial functions like bringing the US flag and the pack flag to the campfire and then retiring it afterward. Den leaders often organize skits to put on during the campfire. On Sunday before we depart camp, we hold a non-denominational Scout's Own Service, a moment of community and spiritual reflection to express gratitude for the fun, learning, and nature we've experienced together over the past 24-48 hours.

More information about camping will be communicated prior to the trips (packing lists, maps, safe camping guidelines, etc.).

Pinewood Derby

The Pack sponsors annual Pinewood Derby races, which will take place one of the last weekends in January. Each scout receives a racing kit that consists of a block of wood, wheels and axles. Scouts who wish to participate will craft the block of wood into a rolling Pinewood Derby vehicle, with the help of a parent or guardian. The Pack has a new 4-lane racing track with computerized racing results projected on a large screen for everyone to see. Don't be overwhelmed when you see the kit - there are many resources that can help you prepare your racer, including a Pack-sponsored workshop held at Decatur Makers.

Scout Sunday

Each February, the scouts of Pack 345 are encouraged to attend a service at their family's place of worship. If you're not religiously observant, you can always join a friend at his or her place of worship. It's a great way for our scouts to fulfill the "Duty to God" adventure. The upcoming Scout Sunday is scheduled for February 9, 2020.

Blue & Gold Banquet

Held each February, the annual Blue & Gold Banquet serves as a birthday celebration for Cub Scouting, as well as a way to honor Scout achievements and leader contributions.

Pack 345 "Big Trip"

Last year, Pack leadership planned a reasonably-priced overnight trip for Scouts and their families. One parent or guardian must attend with each Cub Scout. All ranks are encouraged to participate (if age-appropriate) and siblings that meet the activity age requirement are also welcome. In 2018, we visited Patriots Point in Charleston, SC and spent two nights aboard the USS Yorktown aircraft carrier. We took a boat over to Fort Sumter National Monument and toured the harbor. In 2020, 345 is scheduled to participate in the [Nature's Classroom](#) program in Mentone, AL, March 7-8, 2020. Stay tuned for details.

Rank Advancement Ceremony

The "rank jump-up" is a special night of ceremony and celebration, as Pack leaders present badges to all Scouts that achieved rank. This event occurs at the Pack's May meeting.

Service Projects

The Pack participates in a number of service projects throughout the year. Our projects in 2018 included:

- Completing school grounds clean-up projects at The GLOBE Academy
- Packing care packages for the Atlanta Transit Angels
- Clothing Collections for the Atlanta Mission Homeless shelters
- A shoreline Clean-up at West Point Lake

Dens will also often complete service projects, as part of their advancement requirements each year.

Scouting in Summer

Hightower Trail District Cub Scout Summer Day Camp

Typically scheduled for the first full week of June, Hightower Trail's Cub Scout Day camp is an affordable, action-packed week of outdoor activity and camaraderie. In 2018, several Scouts from Pack 345 participated in the camp, and they enjoyed games, Scout skills, archery, BBs, crafts, nature, and so much more. During the week, campers complete many requirements that count toward their next rank. Cub Scout Day Camp is one of the best summer camp values in the city!

Summertime Pack Activities

The Pack fun doesn't end in May! For those scouts in town during the summer months, Pack leaders plan a special activity for each of June, July, and August.

The Role of Parents in Cub Scouting

Cyber Chip

Our kids are spending more time than ever using digital media for education, research, socializing, and fun. To help families and volunteers keep youth safe while online, the Scouts BSA requires families to complete the Cyber Chip exercise. Topics include cyberbullying, cell phone use, texting, blogging, gaming, and identity theft. Find more information in your Cub Scout handbook and [online](#).

Training You Must Take Online

We encourage all parents to learn about how Scouting protects children. Each of our registered leaders takes [Youth Protection Training](#). We encourage you to find out more online and to take the training yourself so you're ready to take on a leadership role in our pack.

Training We Hope You Will Take Online

The national scouting organization offers a lot of [adult training](#) online. We encourage all parents to take [Hazardous Weather Training](#), in addition to Youth Protection Training.

Parent Participation

As a parent-child activity, parents are expected to participate with their children. This is especially true during Pack meetings, when we can have more than 100 people in the GLOBE cafeterias. At Pack meetings, scouts sit by den and we ask that parents *sit with or behind their scouts* to keep them focused and quiet (instructions will be clearly posted at the meeting). Also, we ask that parents take conversations outside as it very hard for others to hear and makes it difficult for leaders to hold the scouts' attention. Lastly, we encourage parents to stay engaged and *off cell phones* at pack meetings. If you are engaged, your scout and his or her friends will be too!

The same goes for den meetings. At every den meeting, ask your den leader how you can help and get involved. Stay off your phone and stay on your feet!

Once the year is underway, den leaders will assign meetings and adventures to different parents so that the program experience is spread among all den families. Be prepared to organize and lead some den meetings. Your den leader needs help, and your scout will love seeing you in that role. Materials and guidelines will be provided.

If your child is a Lion (Kindergarten) or Tiger (1st grade), at least one parent is *required* to stay with your scout and participate in all den and Pack activities.

In addition, parents will need to provide transportation to and from den and Pack meetings, as well as camping trips and other activities.

Volunteering with the Pack

As one of the larger packs in Georgia, we are fortunate to reach a large number of kids through our scouting program. However, a large pack requires lots of parent volunteers. We are all busy, but we make time for what's important to us.

Scouting must be important to you, because you joined this pack and you serve as your scout's adult partner. Scouting isn't like soccer or baseball where we're on the sidelines cheering our sons on. Cub Scouting is hands-on!

Whether you're helping scouts learn how to tie knots as a den leader, working with the local Kroger to setup a popcorn Show-n-Sell, checking in cars at the Pinewood Derby, helping to build the campfire on a camping trip, or serving food at the end of the Blue and Gold banquet food line, we need you. Pack 345 expects every pack parent to serve at the Den or Pack level during the scouting year.

For positions that require training, please know that this is provided at reduced or no cost to help the volunteer parent with his/her duties in the Pack. There is a wealth of support available not only at our Pack level, but at the Hightower Trail District level and Atlanta Area Council level as well. Many training resources can also be found online. Each month we hold a Pack Leaders Meeting, and all parents are welcome to attend. The district also holds a quarterly roundtable for all leaders, regardless of position.

Financial Cost of Scouting

Pack Dues

All Scouts, both new and returning, pay yearly dues of **\$85** to the pack each September. When a Scout pays their dues they receive a new Pack 345 "Class B" pack T-shirt (1st Year only), rank awards, no-charge campouts, a Pinewood Derby kit car, and other fun items thru out the year. Newly registering scouts pay an additional \$10 fee that registers them with the Atlanta Area Council.

Registration

In order for a boy or girl to register to participate in Pack 345 during our 2019-2020 Pack year, we need the following items from you:

New Cub Scouts: Each new Cub Scout will be required to complete and return the following items to the Pack Leadership or Den Leader:

- Pack 345 - New Scout Information Form
- BSA – New Scout Application*
- BSA Health Medical Form; copy of current health insurance card
- Parent Volunteer Form
- Check for \$95, payable to "**Cub Pack 345**"

Returning Cub Scouts: Each returning Cub Scout will be required to complete and return the following items to their Den Leader:

- Pack 345 - Returning Scout Registration & Permission Slip/Release Form
- BSA Health Form; copy of current insurance card
- Parent Volunteer Form (if not previously completed)
- Check for \$85, payable to "**Cub Pack 345**"

New Adult Leaders: Each new adult leader will be required to complete and return the following items to the Pack Leadership:

- BSA – Adult Volunteer Application*
- Certificate evidencing completion of Youth Protection Training 2.0 (YPT 2.0)
- Completion of Position Specific Training courses (online or in-person)

**The BSA Youth and Adult Applications may be completed in-person or online.*

Purchasing Uniforms

All families must purchase a Class A and Class B uniform with Pack 345 insignia (numbers or logo) for their Scouts. Alternately, families can get one from a uniform swap or other donation.

Uniforms: When to Wear Them and What to Wear in Pack 345

[Visit the Atlanta Area Council scout shop](#) to buy uniform pieces and much more. Contact the [Committee Chair](#) to volunteer to organize an annual uniform swap.

Class A Uniform

The Class A uniform consists of:

1. Blue Cub Scout Uniform shirt (K-3) or tan Webelos Uniform shirt (4-5)
2. Neckerchief and slide
3. Scout webbed belt and belt buckle (navy for Cub Scouts; olive green for Webelos)
4. Appropriate patches (council strip, Pack numerals, den numerals, world crest, etc.)
5. Rank insignia and other awards (provided by Pack 345 when earned)
6. Scout Socks (optional)
7. Scout shorts/pants (optional)
8. Scout hat (optional)

To attach patches, you have two options: you can either take the uniform to a local alterations shop and have them sewn on (recommended, as they can be easily removed if needed) or you can use a badge adhesive (Badge Magic, etc, sold at the Scout Shop). Adhesives do leave a sticky residue when a patch is removed.

Class B Uniform

- Preferred: Pack t-shirt, red with the yellow and blue logo.
- Accepted: Any official Scouting t-shirt.

During Pack 345 Meetings and Events

- Preferred: Class A uniform.
- Accepted: Pack t-shirt, red with the yellow and blue logo.

During Den Activities

The Class B uniform is our Pack 345 t-shirt and each scout should wear this at every den meeting. This is provided by the Pack for all registered Cub Scouts and Pack leaders. Hats and uniform pants are optional.

Uniforms and supplies can be purchased at the [Atlanta Area Council Boy Scout Service Center](#) which is located at 1800 Circle 75 Parkway just off Windy Hill Road at I-75 (right across the street from SunTrust Park). Gently-used uniforms can also often be found at consignment sales or through online local exchanges.

Note: We will be conducting periodic uniform inspections at Pack meetings this year with the opportunity for Scouts to earn recognition and perhaps a small reward, so be sure to have the Scouts looking their best!

More information about the components of the Scout uniform can be found on the following website: <http://bsauniforms.org/>.

Pack Communication

Our Pack's website and Facebook page are your primary sources for information about the Pack, contact information for Pack/Den Leaders, upcoming Pack/Den events, and photo galleries of previous events. Our website is www.cubPack345.com, and we're on Facebook at _____

Pack leadership also frequently sends out informational email via Scoutbook and periodic electronic newsletters, so please make sure that your email address is current in our system (see below for more info about Scoutbook).

Pack 345 Contact Information

Cubmaster	Mike Cottrell	GLOBEpack345cubmaster@gmail.com
Assistant Cubmaster	Seeking a volunteer	
Committee Chair	James Bratton	CubPack345aCommitteeChair@gmail.com
Treasurer	TBD	
Popcorn Kernel	Seeking a volunteer	Pack345PopcornKernel@gmail.com
Popcorn Lootenant	F.G. Beauregard	Pack345PopcornLootenant@gmail.com
Pinewood Derby Lead	Seeking a volunteer	
Big Trip Lead	Seeking a volunteer	
Blue & Gold Banquet Lead	Seeking a volunteer	
Service Project Lead	Seeking a volunteer	
Training Coordinator	Seeking a volunteer	

Cub Scout Ranks

Grade	Rank	Badge
KINDERGARTEN	LION	
ALL NEW SCOUTS (1-5)	BOBCAT	
1ST	TIGER	
2ND	WOLF	
3RD	BEAR	
4th	Webelos I	
5th	Webelos II / Arrow of Light	

Tracking your Scout's Progress Using Scoutbook

Scoutbook is a web-based tool for tracking and communicating Pack 345 activities. Each parent will receive log-in credentials when the Cub Scout's registration is complete. The URL is:

www.scoutbook.com.

Using Scoutbook, you can:

- Track your Scout's Progress
- Update progress towards an achievement or rank
- Review what's needed to complete an award
- View contact information for all Pack leaders
- Use the group email function to communicate with individual families, dens, or the entire pack
- Track adult leader training

THE SCOUT OATH

On my honor I will do my best to do my duty to God and my country and to obey the Scout Law; to help other people at all times; to keep myself physically strong, mentally awake, and morally straight.

THE SCOUT LAW

A Scout is:

Trustworthy

Loyal

Helpful

Friendly

Courteous

Kind

Obedient

Cheerful

Thrifty

Brave

Clean

Reverent