

Cub Scout Pack 169



Scouting America
Cascade Pacific Council
Pacific Trail District
Holbrook Masonic Lodge #30
Cub Scouts Pack 169
Forest Grove, Oregon

Mission

The mission of the BSA is to prepare young people to make ethical and moral life choices over their lifetimes by instilling in them the values of the Scout Oath and Scout Law.

Vision Statement

The Boy Scouts of America will prepare every eligible youth in America to become a responsible, participating citizen and leader who is guided by the Scout Oath and Law.

The Scout Oath

On my honor I will do my best to do my duty to God and my country
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, and reverent.

The Cub Scout Motto

Do your best.

The Scout Slogan

Do a good turn daily.

The Outdoor Code

As an American, I will do my best to be
clean in my outdoor manners,
be careful with fire, be considerate in the
outdoors, and be conservation minded.

The Principles of Leave No Trace

1. Know before you go.
2. Choose the right path.
3. Trash the trash.
4. Leave what you find.
5. Be careful with fire.
6. Respect wildlife.
7. Be kind to other visitors.

Scout Vespers

(sung to the tune of O Tannenbaum/O
Christmas Tree)

Softly falls the light of day, While our
campfire fades away.
Silently each Scout should ask Have I done
my daily task?
Have I kept my honor bright? Can I guiltless
sleep tonight?
Have I done and have I dared Everything to
be prepared?

Cub Scout Pack 169 Policies and Guidelines
Holbrook Masonic Lodge, Forest Grove, Oregon
Charter Date: May 1, 1951
Forest Grove, OR

Section I. Mission and Purpose of the Boy Scouts of America (now Scouting America)

The mission of the Boy Scouts of America (now Scouting America) is to prepare young people to make ethical and moral choices over their lifetimes by instilling in them the values of the Scout Oath and Law.

Section II. 10 Purposes of Cub Scouting

1. Character Development
2. Spiritual Growth
3. Good Citizenship
4. Sportsmanship and Fitness
5. Family Understanding
6. Respectful Relationships
7. Personal Achievement
8. Friendly Service
9. Fun and Adventure
10. Preparation for Scouts BSA

Section III. 7 Methods to Achieve the Purposes of Cub Scouting

1. ***Living the Ideals*** – Values are embedded in the Scout Oath, Scout Law, Cub Scout Motto, and the Cub Scout sign, handshake, and salute.
2. ***Belonging to a Den*** – In the den, Cub Scouts develop new skills and interests, they practice sportsmanship and good citizenship, and they learn to do their best, not just for themselves but for the den as well.
3. ***Advancement*** – It gives the scout a sense of personal achievement and strengthens family involvement as the adult family members work with the den leader on helping the scout with their advancement projects.
4. ***Family Involvement*** – Parents and adult family members help the scout to have a good experience in the program as well as providing leadership and support for Cub Scouting.
5. ***Participate in Activities*** – Activities, such as games, trips, outdoor activities, and service projects, are not only fun but offer opportunities for growth, achievement, and family involvement.
6. ***Serving Home and the Neighborhood*** – Focusing on home and the neighborhood strengthens the connection between the scout and the community which in turn, supports their growth and development.
7. ***Wearing the Uniform*** – The uniform demonstrates that the scout is part of a team and is a place to show achievement. It also encourages a neat appearance and good behavior.

Section IV. Pack Guidance

- A. Cub Scout Pack 169 is governed by the principles of Scouting America (formerly the Boy Scouts of America) and Cascade Pacific Council (Pacific Trail District). The Chartering Organization, Holbrook Masonic Lodge #30, provides support for the pack and its leadership.

Section V. Pack Leadership

All leaders must successfully complete a background check and Safeguarding Youth Training before registering with Pack 169 and Scouting America. Leaders will follow the Guide to Safe Scouting and Barriers to Abuse.

A. Pack 169 Committee

- i. Consists of the three required positions, Committee Chair, Secretary, and Treasurer. Required to take Pack Committee Chair/Member training.
- ii. Coordinators for Advancement, Outdoor Activities and Fundraising are required but may also serve other roles. Other committee positions such as Membership and Registration, Public Relations, and Pack Trainer are helpful. Required to take Committee Member training.
- iii. Registered adult leaders. Committee Members are required to take Committee Member training. Parents also benefit from Den Leader training.

B. Pack and Den Leadership

- i. **Cubmaster** – This leader is the visible focal point for the pack, responsible for creating a positive, fun scouting experience, and is the primary advocate for the scouts. Required to take Cubmaster/Assistant Cubmaster training.
- ii. **Assistant Cubmaster** – This leader supports the Cubmaster and Den Leaders. Trains to take over the Cubmaster position when needed. Required to take Cubmaster/Assistant Cubmaster training.
- iii. **Den Leaders** – The Lion, Tiger, Wolf, Bear, and Webelos leaders' ultimate goal is to ensure their scouts have FUN through their planned program activities and to follow the pack and BSA guidelines for advancement. Required to take Den Leader training.

C. Chartered Organization Representative

- i. The Chartered Organization Representative, together with the Committee Chair and Cubmaster, form the Key 3 of the pack. They are responsible for ensuring that the aims and methods are followed to achieve the ideals of scouting.

Section VI. Membership

- A. To be eligible to join Cub Scouts, youth must be at least 5 years-old, or be enrolled in kindergarten, up through 5th grade. Pack 169 requires one adult per family to register with the youth.

B. Requirements for joining Cub Scout Pack 169 include:

- i. An online [completed BSA Youth Application](#) at [my.scouting.org](#).
- ii. An online [completed BSA Adult Application](#) at [my.scouting.org](#).
- iii. A completed [BSA medical form parts A & B](#) for each member, found at [scouting.org](#).
- iv. BSA annual fee and Cascade Pacific Council insurance fee for each adult and youth applicant or renewing member, payable online or at the council office.
- v. Pack dues for the youth member, by cash and checks payable to "Pack 169".
- vi. All adult registrants are required by the BSA to complete the Safeguarding Youth Training (SYT) ([my.scouting.org](#)) to complete the registration process. Any adult participating in scouting activities is more than three times per year is required to complete SYT. Any adult staying at an overnight event must register and complete SYT.
- vii. All adult registrants must be familiar with and agree to follow the [Guide to Safe Scouting](#), and BSA and Council rules, policies and safety guidelines.
- viii. Leaders must complete the training for their position before the next unit renewal (March 31) and complete one additional training course or attend University of Scouting or attend three Roundtables each year.

Section VII. Dens and Den Meetings

- A. A "Den" is a group of Cub Scouts who meet with their Den Leader to work on completing requirements for their den rank badge. Activities include crafts, games, and field trips. **The family adult is required to attend and participate in these meetings.**
- B. Youth are grouped by age and grade level: Lion (kindergarten), Tiger (1st grade), Wolf (2nd grade), Bear (3rd grade), Webelos (4th grade) and Arrow of Light (5th grade).
- C. The recommended den size is 6-8 Scouts. When the pack is small, multiple dens may be combined. When the pack is large, there may be multiple dens of the same rank.
- D. A "Den Leader" is a trained, registered adult volunteer who plans, prepares, and ensures that their meeting activity is fun while following the pack and BSA guidelines for advancement.
- E. Dens meet on Wednesdays, from 6:30pm-7:30pm at Holbrook Masonic Lodge #30, 2019 Main St. when there is no pack or committee meeting. (Subject to change.) Field uniforms [Appendix B] are recommended for den meetings.

Section VIII. Pack Meetings

- A. Pack meetings are on the last Wednesday of the month, 6:30-7:30pm at the Holbrook Masonic Lodge #30, 2019 Main St. (Subject to change.) It is a time for scouts and their families to come together for the presentation of earned awards and badges to the Scouts and to participate in an all-pack activity.
- B. Field uniforms [Appendix B] are required for pack meetings.

Section IX. Meeting Attendance and Conduct

- A. Cub Scouts are expected to attend as many den and pack meetings. If a meeting is missed, their den leader should be contacted about his or her absence in advance. Scouts may need to complete missed requirements at home.
- B. Frequent absences cause delays in completing requirements for awards and badges and could even result in not earning awards and badges. Scouts who cannot attend regular or seasonal meetings may complete missed requirements at home. In case of sports and other commitments, a den may be formed with a condensed meeting schedule.
- C. We follow the Forest Grove School District's policy on inclement weather cancellations. If school or evening activities are cancelled, we will not meet at our scheduled time.
- D. We follow Scouting America's safe scouting practices regarding weather.
- E. Holbrook Lodge #30 and other meeting places are worthy of our respect. No running in hallways, hanging off banisters or entering any other rooms not designated for pack use.
- F. All will be respectful of guest speakers and leaders addressing the pack.
- G. All will observe the Cub Scout sign (right hand up with 2 fingers in the "V" shape), when raised, means it is a time to become quiet.
- H. A designated adult must accompany the Scout to the meetings.
- I. The Guide to Safe Scouting and leader instruction will be followed. Failure to do so may lead to exclusion from the event or further pack activities.
- J. Bullying or abuse is not tolerated in any form. Reports may be made by calling 1-844-SCOUTS1 (844-726-8871).

Section X. Advancement

- A. Den leaders will do their best to plan activities that will lead to scout advancement by May 31, however, some requirements may be assigned as homework, such as the Duty to God section and the [Parents Guide to Protecting Your Child From Child Abuse](#) found in every Scout handbook.
- B. If your scout misses a meeting, it will be the family's responsibility to complete the requirements at home and to inform the den leader of the date of completion so that it can be entered on the BSA Advancement Report.
- C. It is the goal of the pack to have each 5th grade Scout to earn the Arrow of Light award which will be presented at a crossover ceremony. This is a special recognition in the Cub Scout program and is one of two awards earned as Cub Scouts that can be worn on the Scouts BSA uniform. (The other is the religious award.)

Section XI. Committee Meetings

- A. Meetings are held on the 1st Wednesday of the month from 6:30–7:30pm via Teams. (Subject to change.)
- B. All Committee Members and Den Leaders should attend these planning sessions to finalize monthly activities, coordinate future den and pack meetings, and to ensure advancement awards earned by Scouts will be available for presentation.
- C. Meetings are open to all pack adults. Only registered adults in good standing are eligible to vote on items presented.

Section XII. Pack Communication

- A. Announcements are made at the beginning and/or end of den and pack meetings.
- B. Monthly committee meetings are helpful for up-to-date information.
- C. After you register, you will be invited to access our Google calendar and private Facebook account.
- D. Pack emails.

Section XIII. Outings

- A. Pack 169's typical scouting year includes:
 - i. Blue and Gold Banquet
 - ii. Pinewood Derby
 - iii. Overnight excursion when possible
 - iv. Forest Grove Light Parade
 - v. Area hikes
 - vi. Pack or den single-night camping
 - vii. Summer camp
- B. Service Projects include:
 - i. Scouting for Food
 - ii. Solve Beach Clean-ups
 - iii. Charter organization service projects

Section XIV. Finances

- A. Refer to Appendix A regarding fees.
 - a. Financial assistance may be available. Ask Cubmaster or Committee Chair.
 - b. Council level camp scholarships are available.
- B. Uniforms and handbooks are **not** included in pack fees. [Appendix B for uniform requirements and options] Cascade Pacific Council has a uniform bank with uniform pieces available.
- C. Fundraiser proceeds help defray the cost of awards, pack activities and outings, and help with financial assistance when requested.
- D. All Scouts are required to actively participate in pack fundraisers. A "buy-out" donation level may be offered for families unable to participate in fundraising.
- E. A portion of fundraising may be applied to a "scout account" to cover the individual dues or camp costs.
- F. Scout accounts are to be used only for scouting-related equipment, activities, or outings. Funds can be transferred to another unit due to pack transfers or promotion to a Scouts BSA Troop.
- G. When a Scout leaves the pack, their account must be in "good standing" (no fees, dues, or event registration costs owed to the pack).
- H. If a Scout registers and pays for an event and then is unable to attend, a refund, per event rules, will be credited in the scout's account. Non-refundable fees will be not be returned.

Section XV. Photo Release

- A. Pack 169 is seeking approval to have photos of scouting activities included on our Pack Facebook page. The Cubmaster or Committee Chair will approve all photos that are used, and in keeping with the BSA rules and guidelines for Internet publishing, *no names will be used with the photos, and no personal phone numbers, or addresses will be allowed on the unsecure portion of the website or social media.*

Section XVI. Revision of Pack Policies

These policies will be reviewed at least once a year at an announced meeting open to all pack adults. Only committee members are eligible to vote on changes.

Appendix A
to
Cub Scout Pack 169 Policies and Guidelines

Annual Financial Obligations and Fees
Subject to Change

A registration fee will be determined by the pack committee to go towards the following operating costs:

<u>ITEM</u>	<u>COST PER SCOUT</u>	
Scouting America National Registration Fee	\$85	
Cascade Pacific Council Insurance Fee	\$40	
Scouts Life Magazine	\$15 (optional)	
Processing Fee (when paid by card)	3.5%	
	\$144.90	
Pack fee:		
Awards, activities, t-shirt	\$100	
	\$224.20	TOTAL COST

<u>ITEM</u>	<u>COST PER ADULT</u>
BSA National Registration Fee	\$65
Cascade Pacific Council Insurance Fee	\$40
Processing Fee (when paid by card)	3.5%
	\$108.68

The membership year begins on the date the individual registers. The pack fee is the only fee that assists Pack 169's program. The BSA registration fee, the Cascade Pacific Council insurance fee, and the Scouts Life magazine subscription fee do not go to Pack 169.

Uniform shirts and accessories, insignia, and handbook are not included in above fee.

[Appendix B] ***Cascade Pacific Council has a uniform bank with donated uniform pieces for those needing assistance.***

Pack Fees are due to the pack at the time of registration and at the each year. Fees may be paid through fundraising. Fees paid online **do not** include the pack fee. **If this fee presents a financial hardship for any Cub Scout family, scholarship consideration will be given.**

Appendix B
to
Cub Scout Pack 169 Policies and Guidelines

Uniform Standards

The Pack's goal is to have each Scout in complete uniform as described by the Boy Scouts of America (now Scouting America). The uniform of the Scout is an important and meaningful part of the Cub Scout program. It helps a Scout see that they belong to the group and reduces visible differences due to income or social status. We recognize the cost involved to outfit each scout therefore, the minimum requirements for the uniforms for scout are as follows:

Lion Den Uniform

Shirt: The official Lion t-shirt.

Neckerchief: Lion neckerchief.

Neckerchief slide: **Optional** Lion neckerchief slide. Scout may wear handmade neckerchief slides.

Pants: Dark, solid-colored pants, shorts, skorts or jeans in good condition. No sweatpants, athletic pants or shorts, or camouflage print. Official uniform pants, shorts, or skorts are **optional**.

Belt: Official navy-blue web belt with metal buckle is encouraged for displaying adventure belt loops.

Cap: Official navy-blue Lion cap is **optional**.

Field Uniforms: Tiger, Wolf, Bear and Webelos Scouts

Field uniforms are required for pack meetings and some pack outings.

Shirt: The official blue uniform shirt is available with long or short sleeves and has button-flap pockets. Required Council, District, Unit Number, and World Crest patches must be sewn on in accordance with the insignia guidelines. Shirt must be worn completely buttoned and tucked into pants.

Neckerchief: Triangular neckerchief in color of den. Official Cub Scouting neckerchiefs are the only neckerchiefs that are part of the uniform.

Neckerchief slide: **Optional** Official gold-tone metal slide with appropriate den emblem. Cub Scouts may wear handmade neckerchief slides.

Pants: Dark, solid-colored pants, shorts, skorts or jeans in good condition. No sweatpants, athletic pants or shorts, or camouflage print. Official uniform pants, shorts, or skorts are **optional**.

Belt: Official blue web belt with metal buckle is encouraged for displaying adventure belt loops.

Cap: Official blue cap in the appropriate color and with appropriate emblem is **optional**.

Webelos only: Adventure Colors: The Adventure Colors is an **optional** uniform piece that is worn on the right sleeve to display the Webelos and Arrow of Light Adventure Pins that have been earned. If the Adventure Colors are not used, Adventure Pins may be worn on the Webelos hat.

Field Uniforms: Webelos

Field uniforms are required for pack meetings and some scout outings.

Shirt: The official tan uniform shirt is available with long or short sleeves and has button-flap pockets. Required Council, District, Unit Number, and World Crest patches must be sewn on in accordance with the Council insignia guidelines. Shirt must be worn completely buttoned and tucked into pants.

Neckerchief: **Optional**. Arrow of Light Scouts may choose to wear the Webelos neckerchief or another neckerchief of their choosing.

Neckerchief slide: **Optional**. Official neckerchief slide. Scouts may wear handmade neckerchief slides.

Pants: Dark, solid-colored pants, shorts, skorts or jeans in good condition. No sweatpants, athletic pants or shorts, or camouflage print. The official green shorts, long pants, or skorts are **optional**.

Belt: Official green web belt with BSA buckle is **optional**.

Cap: Official green cap is **optional**.

Adventure Colors: The Adventure Colors is an **optional** uniform piece that is worn on the right sleeve to display the Webelos and Arrow of Light Adventure Pins that have been earned. If the Adventure Colors are not used, Adventure Pins may be worn on the Webelos hat.

****Cascade Pacific Council has a uniform bank with uniform pieces available.***

Field Uniforms: Leaders

Field uniforms are required for pack meetings and some scout outings.

Shirt: The official tan uniform shirt is available with long or short sleeves and has button-flap pockets. Required Council, District, Unit Number, and World Crest patches must be sewn on in accordance with the Council insignia guidelines. Shirt must be worn completely buttoned and tucked into pants.

Neckerchief: The blue Scout Leader neckerchief may be worn, or any other official neckerchief that the adult has earned. A Scouting America or BSA bolo may be worn instead.

Neckerchief slide: Adults may wear handmade neckerchief slides or any Scouting America slide appropriate to their role.

Pants: Dark, Solid colored pants, shorts, skorts or jeans in good condition. No sweatpants, athletic pants or shorts, or camouflage print. The official green shorts, long pants, or skorts are **optional**.

Belt: Official green web belt with BSA buckle is encouraged.

Cap: Official BSA cap or hat is **optional**.

Activity Uniforms: All Dens and Leaders

Activity uniforms are worn for designated pack/scout related functions.

Activity uniforms are scout-related t-shirts, such as Pack 169 t-shirt, Butte Creek Scout Ranch camp t-shirt, or any other Scouting America-related t-shirt. Pants and cap follow field uniform description.

Official Boy Scout suppliers

LaHaie's Jackets (limited selection)

277 E. Main St.
Hillsboro, OR
97123

Store Hours

Wednesday-Friday: 10AM-6PM
Saturday: 10AM-4PM
Sunday-Tuesday: Closed (appointment only)
Phone: 503-648-2341

Nor'West Scout Shop and Council Office

9245 SW Nimbus Ave.
Beaverton, OR 97008

Store Hours

Monday-Friday: 9AM-5PM
Saturday: 10AM-4PM
Phone: 503-243-5022

Online:

www.scoutshop.org

Scout uniforms never become obsolete. It is okay to wear older uniform parts. Used gear can often be found at Next Adventure, Goodwill, Ebay, Etsy and Posh Mark.



Appendix C
to
Cub Scout Pack 169 Policies and Guidelines

Parent and/or Guardian Expectations

Please note that scouting is **NOT** babysitting. Each parent or guardian is expected to personally contribute a reasonable amount of time and energy to the Cub Scouting program. **The more that you, as an adult, put into Scouting, the more your Scout(s) will gain from it!**

All Scouts should have at least one responsible adult with them at all times during a meeting, activity, or outing. If the adult participates in an overnight activity or outing with their Scout, that adult is required to be registered with Scouting America and to have completed Safeguarding Youth Training. All adults who attend more than three meetings per year are required to complete Safeguarding Youth Training.

Adult expectations include:

- Helping their scout progress through the appropriate rank requirements by working with them and signing their books when activities are completed. Update the Den Leaders monthly about requirements completed.
- Assisting their Scouts in upholding the Scout Law.
- Being a responsible adult who is an active participant and role model for their scout during den meetings and pack activities.
- Encouraging positive respectful behaviors by their Scout.
- **Refraining from using electronic devices during den meetings.**
- Prearranging with another adult to work with your Scout if you cannot attend a meeting/activity.
- If you have more than one Scout, check with their Sen Leaders to see how to best support your leaders and how to divide your time between dens so that your Scouts will be successful.
- Assisting the pack leaders with activities, serving on special committees, or taking a leadership position in the pack.
- Allowing Scouts to complete activities at an increasingly independent level, so that the Scout is prepared for the Scouts BSA program at completion of the Arrow of Light year.
- Redirecting your Scout when needed. Parents are accountable for their Scouts' behavior.

CUB SCOUT PACK 169 PARENT/GUARDIAN AGREEMENT

Please read the pack policies then sign this page when registering your Scout for the year. Turn this sheet in with the other registration forms and payment.

COMMITMENT

- Up to three evenings a month for den meetings and one evening a month for a pack meeting. You will attend the meeting with your Scout as a **team**. *Your scout does not attend meetings or activities alone.*
- You will uphold all Pack 169 and Scouting America policies.

FINANCIAL COST

- Cub Scout shirt appropriate for rank, neckerchief, slide, insignia, and handbook, not covered in registration fees.
- Scout registration fee is \$144.90 (subject to change) per scout for one year to cover registration and insurance. This cost may change each year and is nonrefundable.
- Pack youth fee is \$100 per scout for one year to cover awards, activities and a pack t-shirt. This cost may change each year and is nonrefundable.
- Adult registration fee is \$108.68 (subject to change) for calendar year to cover national, local council fees, the required background check. This cost may change each year and is nonrefundable.
- Pack activities (optional/cost varies).

PHOTO WAIVER

- I hereby authorize, sign and grant to Pack 169 the full rights and permission to use and publish onto the Pack 169 webpage and official social media pages any and all photographs and electronic representations taken of any of my family members at any Scouting activity or events. No names, personal phone numbers or addresses will be used with photos. If I choose to revoke this permission, I will submit the change in writing to the Cubmaster and Committee Chair and the photos of my family members will be removed within 3-4 business days.

If you are not prepared to make the commitment to the Scouts and your child, please do not register him/her. All registration fees are not refundable! **There may be scholarship opportunities available if needed.**

BY SIGNING THIS FORM YOU ARE INDICATING THAT YOU HAVE READ, UNDERSTAND, AND WILL BE RESPONSIBLE FOR YOUR COMMITMENT. You agree to uphold and abide by all of Pack 169 policies. In the event that you default on your agreement, you understand that there will be no refund of any kind.

Names of family members: _____

Adult Signature _____ Date _____

Adult Name (please print) _____