

2018 School Night to Join Scouting

Meeting Agenda – PLAN A

Beforehand

- I. Set-Up Room (Den Tables, AV, greeters)
- II. Gathering and Greeting (20-30 minutes - prior to opening)

The School Night Event

(THE SCRIPT WE PROVIDED WORKS GREAT!)

- III. Opening (10-15 minutes) – quick overview, den identity
- IV. Presentation (30 minutes)
 - a. Cub Activity – Volunteers (unit leaders, Boy Scouts) run an activity for the new Cubs
 - b. Parent Orientation, Q & A
- V. ReGroup / Wrap up / Dismiss (5-10 minutes)

Afterwards

- VI. Close-Out – Review paperwork and turn in to District Ambassador Collect and check paperwork/fees –
 - a. Youth - check for:
 1. Completeness of application (parent signature, DOB, unit #)
 2. Correct fees (\$56 registration covers through next recharter, + \$16 if they take Boy's Life)
 3. Give Council Copy to District Ambassador
 - b. Adults - hold until they have YPT certificate to add, but check for:
 1. Signatures in place (Applicant, CC, COR)
 2. Background Check Authorization form
 - c. Submit Unit Check for New Cubs to District Ambassador

KEYS TO SUCCESS:

- Get there early – have the facility and room set up at least 45 minutes before the scheduled start time.
- Start and end on time - A well run School Night should last no more than 45-60 minutes.
- Be energetic! Youth and Parents will respond to this. If you're excited and enthusiastic, they will be too.
- Be organized! Parents want to sign their children up for (AND GET PERSONALLY INVOLVED WITH) something that is real and tangible. Providing unit calendars, contact lists, event flyers, etc. sends the message that Pack XYZ is something they want to be a part of.
- Have plenty of help – extra unit leaders, commissioners, Boy Scouts, etc. to: welcome arrivals, run the stations, support/supervise the cub activity, answer parent questions, keep time, direct foot traffic....