



Parent Guide

Cub Scout Pack 533

Andover United Methodist Church

Andover, Kansas

White Buffalo District, Quivira Council

2022-2023

Purpose of the Parent Guidebook

Welcome! Thank you for choosing Pack 533 for your **son or daughter**. The leaders of the pack are parents who are committed to providing a safe and fun experience for our children that teaches and exemplifies the Scout Oath, Scout Motto and Scout Law.

As a new Pack 533 parent, you may have questions related to the people, program, structure, and expectations of the pack and of Cub Scouting in general. This guidebook serves as a starting point to answer many of those questions. Additional information can be found on the Boy Scouts of America website (www.scouting.org) and at links indicated throughout this guidebook.

Contact Information: The main point of contact for each parent is their scout's den leader. However, if you have questions regarding the pack, would like to help on the leadership team, or have questions/concerns of a sensitive nature, please contact one of the pack leaders directly.

Cubmaster

Sean Borst

Phone: 316-204-7422

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Committee Chair

Leah Borst

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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.

Scout Law:

A Scout is:

TRUSTWORTHY. Tell the truth and keep promises. People can depend on you.

LOYAL. Show that you care about your family, friends, Scout leaders, school, and country.

HELPFUL. Volunteer to help others without expecting a reward.

FRIENDLY. Be a friend to everyone, even people who are very different from you.

COURTEOUS. Be polite to everyone and always use good manners.

KIND. A Scout knows there is strength in being gentle. Treat others as you want to be treated. Without good reason, a Scout does not harm or kill any living thing.

OBEDIENT. Follow the rules of your family, school, and pack. Obey the laws of your community and country.

CHEERFUL. Look for the bright side of life. Cheerfully do tasks that come your way. Try to help others be happy.

THRIFTY. Work to pay your own way. Try not to be wasteful. Use time, food, supplies, and natural resources wisely.

BRAVE. Face difficult situations even when you feel afraid. Do what you think is right despite what others might be doing or saying.

CLEAN. Keep your body and mind fit. Help keep your home and community clean.

REVERENT. Be reverent toward God. Be faithful in your religious duties. Respect the beliefs of others.

Cub Scout Motto:

Do Your Best.

Youth Protection Training (YPT)

The Boy Scouts of America (Scouts BSA) places the greatest importance on creating the most safe and secure environment possible for our youth members. To maintain such an environment, Scouts BSA developed numerous procedural and leadership selection policies and provides parents and leaders with resources for the Cub Scout, Boy Scout, and Venturing programs.

Youth Protection Mission Statement: True youth protection can be achieved only through the focused commitment of everyone in Scouting. It is the mission of Youth Protection volunteers and professionals who work within the Boy Scouts of America to maintain a culture of Youth Protection awareness and safety at the national, regional, area, council, district, and unit levels.

Youth Protection & New Members: Pack 533 requests that all new parent members take the “Youth Protection Training” (offered online at no charge) so that there is full awareness of all Scouts BSA policies and procedures related to Youth Protection. **We would prefer that ALL parents take this training and it is required for ALL council events.** Detailed information and training link can be found at:

<http://www.scouting.org/Training/YouthProtection.aspx>

Background Clearances: The Boy Scouts of America realizes that background checks are an important component of a comprehensive Youth Protection program. That’s why, before a volunteer can be confirmed, references are checked, a National criminal background check is conducted and the person is screened against a list of names of people who do not meet the high standards of Scouting.

About Cub Scouting

Since its beginning, the Cub Scout program has been a fun and educational experience that is built on values. Besides providing a positive place where scouts can enjoy safe, wholesome activities, Cub Scouting focuses on building character, improving physical fitness, teaching practical skills, and developing a spirit of community service.

Purposes of Cub Scouting: The Cub Scouting program has 10 purposes related to the overall mission of the Boy Scouts of America – to build character, learn citizenship, and develop personal fitness:

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 Boy Scouts

Every Cub Scouting activity should help fulfill one of these purposes. Not everything in Cub Scouting has to be serious – far from it! Silly songs, energetic games, and snacks all have their place in the program.

The Methods of Cub Scouting: To accomplish its purposes and achieve the overall goals of building character, learning citizenship, and developing personal fitness, Cub Scouting uses seven methods:

1. *Living the Ideals:* Cub Scouting's values are embedded in the Scout Oath, Scout Law, Cub Scout motto, Cub Scout sign, handshake, and salute. These practices help establish and reinforce the program's values in scouts and the leaders who guide them.

2. *Belonging to a Den:* The den is a group of six to twelve scouts who are about the same age. This is where Cub Scouting starts. 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. *Using Advancement:* Recognition is an important component of scouting. The advancement plan provides fun for the scouts, gives them a sense of personal achievement as they earn badges, and strengthens family understanding as adult family members and their den leader work with scouts on advancement projects.

4. *Involving Family and Home:* Whether a Cub Scout lives with two parents or one, a foster family, or other relatives, the family is an important part of Cub Scouting. Parents and adult family members provide leadership and support for Cub Scouting and help ensure that boys and girls have a good experience in the program.

5. Participating in Activities: Cub Scouts participate in an array of activities including games, projects, skits, songs, outdoor activities, trips, and service projects. Besides being fun, these activities offer opportunities for growth, achievement, and family involvement.

6. Serving Home and Neighborhood: Cub Scouting focuses on the home and neighborhood. It helps scout strengthen connections to their local communities, which in turn support the scouts' growth and development.

7. Wearing the Uniform: Cub Scout uniforms serve a dual purpose; demonstrating membership in the group and displaying individual achievement. Wearing the uniform to meetings and activities also encourages a neat appearance, a sense of belonging, and good behavior.

Boy Scouts of America (Scouts BSA) Structure

Boy Scouts of America: The Boy Scouts of America is one of the nation's largest and most prominent values-based youth development organizations. The Scouts BSA provides a program for young people that builds character, encourages civic responsibility, and develops personal fitness. The Cub Scout program is one component of the overall Scouting program offered by the Scouts BSA.

More information at: <http://www.scouting.org/> and <https://beascout.scouting.org/>

Council & District: Pack 533 is part of the White Buffalo District of the Quivira Council of the Boy Scouts of America. Council and District have both paid and volunteer representatives whose job it is to help Cub Scout Packs and Boy Scout Troops provide a quality program for the youth of the Quivira Council.

Chartered Organization: Each Pack has a legal entity that supports the pack and helps create it through an agreement with the Scouts BSA. Pack 533's Chartered Organization is the Andover Rotary Club with a facilities use agreement with the Andover United Methodist Church. The Church and Rotary Club have a member who is our designated Chartered Organization Representative and this person assists the pack in our annual recharter process and approves new pack leadership.

Pack Structure

The Pack: The pack is the whole scout group that is comprised of multiple dens. Packs are differentiated by a number (i.e., we are Pack 533). The pack is managed by a committee made up of a chair, cubmaster, treasurer, secretary, outdoor coordinator, awards coordinator, popcorn kernel, and the den leaders. Scouting is a fun family activity that provides endless opportunities for the growth and development of scouts.

Dens: Scouts in the pack are organized into dens by grade level. Each grade level will have at least one den and they will range in size from 6-12 Scouts. Each den will have a den leader (and possible one or two assistants or co-leaders) who are registered and trained annually for their position according to Scouts BSA guidelines. Den leaders may stay with their den from kindergarten up through 5th when the scouts age out and cross over to a Troop of Scouts BSA.

****Lions and Tigers must have an adult partner at every event****

Lions: Kindergarten

Tigers: First grade

Wolves: Second grade

Bears: Third grade

Webelos: Fourth grade

Arrow of Light: Fifth grade

Bobcat: Every new scout (regardless of grade) is required to earn the rank of Bobcat. The Bobcat represents a basic knowledge of Cub Scout material (Law, Oath, Motto, etc) needed to advance in Scouting.

Scouts: Scouts are by far the most important part of the pack. Pack 533 will provide scouts with the following items: activity uniform (commonly called a Class B t-shirt), Pinewood Derby car kit, patches and other awards earned by the scout during the year.

About Pack 533

Pack Meetings: Pack 533 has one pack meeting each month of the school year. The pack meets every 2nd Monday of the month from 6:30pm to 7:30 p.m. at the Andover United Methodist Church in the gym. During the pack meeting all families gather to participate in the flag ceremony, monthly lessons, play games, and share announcements.

Den Meetings: The pack is divided into smaller units called dens. Dens generally consist of 6 - 12 scouts in the same grade. Dens meet separately from the pack 2-3 times a month to work on Cub Scout adventure achievements that allow the scouts progress to their next rank.

Pack Events: Pack events include our campouts, Blue & Gold Banquet, Pinewood Derby, and summer activities. It is the policy of the Boy Scouts of America that the use of alcoholic beverages and controlled substances is not permitted at any activity involving participation of youth members. Smoking is prohibited at all Scouting functions, meetings, and activities. Smoking areas must be located away from all participants according to local smoking laws. All scouts need to have a current health and COVID form on file as well as family members that participate in the campouts.

Health forms can be found on the Scouts BSA website and are turned into your den leader. https://filestore.scouting.org/filestore/HealthSafety/pdf/680-001_AB.pdf. *The health forms provide Scouts BSA and the Pack Leaders with the emergency medical information in case someone must be sent to the hospital from an event, it provides the Outdoor Events Coordinator with a list of food allergies if someone has them, and allows the Pack Leaders to know who you as a Parent/Legal Guardian will allow to pick up their Scout/child from an activity and who is not allowed. It is suggested to save these forms on your computer at home as they have to be updated and resubmitted every year.*

Community Service: The pack participates in various community service projects throughout the year including the Scouting for Food Drive, and community clean-ups. We are always looking for new opportunities to provide community service, so if you have any ideas, please feel free to notify the pack leadership.

Attendance: We encourage scouts and their families to view Cub Scouts as a commitment. While occasional absences can be worked around, the Cub Scout program does not lend itself to frequent absences. Pack 533 has one pack meeting per month for most of the school year at Andover United Methodist Church. All scouts are expected to attend. The dens will typically hold meetings during the month at a location to be determined by the den leader (usually Andover UMC). Den meetings are important for learning and advancement as well as fun and social interaction.

Uniforms: Wearing a uniform gives youth and adult members a sense of identification and serves as a reminder of the commitment to the purpose and values of scouting. The awards displayed on the uniform mark significant milestones in every scout and leader's progress in achieving these goals and successfully practicing scouting's ideals. The Cub Scout uniform should be worn to all Cub Scout activities including, but not limited to, den meetings and pack meetings. In our pack, we require an official Scouts BSA Cub Scout shirt with patches placed correctly along with an official Cub Scout neckerchief and a neckerchief slide. Parents must provide the shirt, patches, and neckerchief slide. You will need the following patches: Quivira Council, numerals 533, World Scouting Emblem, and den number. The pack will provide the rank badges (i.e., Lion, Tiger, Bobcat, Wolf, Bear, Webelos). Scouts have the option to wear their scouting hats, belts, pants, etc., but these are not required. Scouts are required to wear their shirts buttoned up and tucked into pants or shorts that are clean and in good condition (e.g., free of rips, tears, frayed edges). If hats are worn, they will be worn front and center. Information about patch placement can be found on the Uniform Inspection Sheet in the Cub Scout Guidebook. Uniforms can be purchased at the Scout Shop located at 3427 N. Oliver Ave., Wichita, KS 67220. The Scout Shop phone number is 316-491-2220. When a scout outgrows a uniform, they can donate it back to the pack for other scouts to use. If your scout needs a uniform or uniform element, ask you den leader if we have donated uniforms you can use.

Communication: Information about pack events will be communicated mostly through the GroupMe App (<http://groupme.com/en-US/>) for the pack and individual dens. It may also come via email, the pack newsletter, and the pack parent Facebook group (Andover Pack 533 Cub Scout Members).

The Role of Parents: Parents are extremely important in Cub Scouts. A parent or guardian becomes a partner to the scout during their time in Cub Scouts. This partner is called an “Akela”. Parents help the scout to learn and advance. For Lion and Tiger scouts, parents must attend meetings and activities with the scout. For all other scouts, we strongly encourage parents to attend but we do allow parents to designate another adult to have responsibility for their scout at all events. Parents are not only important to the Scout, but also to the Pack. Parent volunteers provide all the Pack leadership, they plan and conduct activities, and help the leaders with meetings and activities.

Fundraising: Our pack’s primary fundraiser for the year is selling popcorn. This fundraiser allows us to keep our annual dues relatively low and still operate the pack, provide materials, supplies, and meaningful activities for the scouts without excessive additional charges. Additionally, scouts receive a portion of popcorn sales returned into their scout account, which in many cases subsidize at least a portion of the cost of outings and activities. There will also be a cake auction in the Spring.

Annual Dues: Dues subsidize or pay for in full many activities throughout the year and for administrative requirements of maintaining a pack. Some examples are den and pack meeting materials, belt loops, awards, Pinewood Derby cars, annual pack registration fees, leader training, and insurance payable to Quivira Council BSA. For the 2022-2023 Cub Scout Year, the pack dues are \$120 per scout. No child should be denied the opportunity to participate in Cub Scouts due to financial hardship. If you need financial assistance, please speak with our Pack Committee Chair about our scholarship program.

Scout Accounts: Individual Scout Accounts are used to keep track of the scout’s charges and payments. Charges include, but are not limited to dues, optional or special events (such as camps and Council events), and purchase of pack clothing (such as sweatshirts). Parents can make payments at any time via check (payable to Pack 533), cash, or PayPal (pack533.andover@gmail.com) using the “friends and family” payment type to the Pack Treasurer. Scout accounts are maintained in Scoutbook and can be viewed at any time.

What is Scoutbook?

Scoutbook is Scouts BSA's go-to tool to ensure not a moment is missed in the Scouts official record. All achievements are entered here by the Den Leaders and parents can track their Scouts progress as well.

To access Scoutbook please use the following link:

[Scoutbook \(scouting.org\)](https://scouting.org)

There is also an app available for phones as well.

If a parent needs assistance in learning how to access and use Scoutbook the following reference is available:

[Scoutbook Tutorial for Parents \(SB\) - Scoutbook Knowledge Base \(scouting.org\)](https://scouting.org)

What is expected of the Scout and the family?

A successful pack involves many ingredients – a responsive chartered organization, a challenging and rewarding program, dedicated and knowledgeable adult leaders, adequate resources, a supportive program, but most importantly, interested and motivated Cub Scouts. You, as parents, have certain expectations of your scout's pack that probably include the first four of these ingredients, as well as the opportunity for new experiences, growth of character and the rewards of a team environment. When a family joins the Cub Scouts, they are frequently not aware of the obligations and responsibilities they must accept which are vital to a successful scouting experience. Since parents and scouts may not be familiar with all these responsibilities or expectations they are listed below for your information. While the scouts are constantly reminded of these responsibilities during pack meetings and other activities, your assistance in ensuring that these expectations are understood by your scout would be appreciated.

- You, or a designated adult, must always supervise your children.
- We ask that all parents and their scouts attend all pack meetings.
- To keep current with what is happening in the pack, please read the monthly newsletter emailed out to all families, read emails from the pack leadership, and join our Facebook group (Andover Pack 533 Cub Scout Members).
- Be on time. It is not fair to those that planned your pack meetings, den meetings, and other events if you are late. In some cases, your tardiness may be holding up an entire group.
- Show respect to your fellow scouters.

- Lead by example. Behave in a manner that exemplifies the Scout Oath, Scout Law and Scout Motto.
- Wear the designated uniform at meetings and designated activities in a neat and well-groomed manner. See the Cub Scout Guidebook for uniform requirements. Camouflage clothing and fatigues are not appropriate. If special clothing is appropriate for a special activity, then the leaders will let the scout know in advance.
- Keep the Handbook up-to-date and bring it to all meetings.
- Pay registration fees for pack activities on time.
- Treat Andover United Methodist Church, individual's homes, and any other meeting location with care and respect. Many of these facilities offer their space for free and we need to leave the areas as we found them. The stage, in the gym, at the church is off limits to Scouts at all times.
- Refrain from bringing non-scouting related items to a pack meetings or activity. Do not bring radios, electronic games, comic books, motorized cars, or other items that are hazardous (e.g., knives, firearms, firecrackers) or that cause distractions. Certain size knives are permitted for Bears, Webelos, and AOL's who have earned their Whittling Chip. Knives (with the Whittling Chip) should only be brought to events as requested by Den Leaders. Lions, Tigers and Wolves are not allowed to handle, use, or possess a knife.
- For everyone's safety and security, stay with your designated group. Do not wander off from the group, whether at a den meeting, activities, or campout. Use the buddy system at pack meetings or activities.
- Parents should encourage and support their scout as they embark on their scouting adventure, for it will truly help them to grow as a person, physically, mentally, and spiritually.

Pack Leadership Roles

It takes a strong team of volunteers to run a successful scouting program. The pack is an entirely volunteer-run organization. We are always looking for more parents to help in a leadership role. Please see the Pack Committee Chair for available positions and needs of the leadership team.

Leadership Positions Include:

Cubmaster: Responsible for the vision of the pack. This position plans the program for all pack activities and oversees the den leaders as they carry out the program

Assistant Cubmaster: Assists the Cubmaster in planning activities and leads the program in the Cubmaster's absence.

Den Leaders: Plans activities for den meetings with the goal of advancing scouts to the next rank each year.

The Pack Committee handles the business of the pack. Committee positions include:

Pack Committee Chair: Responsible for the business of the pack and oversees all committees. This position communicates with the Charter Organization, leads the pack leadership meetings, oversees recharter, and collaborates with the Cubmaster.

Pack Secretary: Keeps record of pack business including membership and meeting minutes.

Pack Treasurer: Keeps up-to-date records of all pack finances and organizes membership. This position tracks scout account balances.

There are other positions/ways to help with in the pack as an adult if you think they would be helpful. Please contact pack leadership if you are interested in helping.

Pack 533 2022-2023 Leadership Team:

NAME	POSITION	EMAIL	PHONE
Leah Borst	Committee Chair	PACK533.COMMITTEE@GMAIL.COM	316-371-7691
	Secretary		
Wendy Gerlach	Treasurer	PACK533.TREASURER@GMAIL.COM	316-759-9196
	Advancement Chair		
Dennis Hellon	Outdoor Chair	PACK533.EVENTS@GMAIL.COM	575-706-6013
Steve Wentz	Popcorn Kernel	PACK533.CUBMASTER@GMAIL.COM	316-573-7251
	Awards/Advancement	PACK533.AWARDS@GMAIL.COM	
Sean Borst	Cubmaster	PACK533.CUBMASTER@GMAIL.COM	316-204-7422
	Lion Den Leader		
	Tiger Den Leader		316-992-8491
Kahlil Saad	Wolf Den Leader		316-992-8491
Melissa Hellon	Bear Den Leader		480-427-7664
Trent Zuercher	Webelos Den Leader		316-737-1277
Ryan Pennock	AOL Den Leader		316-350-5265

Pack Calendar

The Pack's calendar can be sync'd with any local compatible phone (Android/Iphone/etc) by entering this calendar URL to your calendar program:

<http://scoutbook.scouting.org/ics/21751.27FB2.ics>

Please see your den leaders for any Den calendar URL's as well, if they made them.