

Pack Program Planning Agenda

- I.** Pack Organization
 - a. Pack Organization
 - i. Pack Structure
 - ii. Leadership Position Descriptions Provided

- II.** 2006 Popcorn Product Line-up
 - a. Secure your Unit Popcorn Chairman before the end of May 2006 (Job Description enclosed)

- III.** Top Council Focus is Quality Program, through 100% of leaders trained within 30 days as well as leaders specific trained when they move from one position to the next.
 - a. Set the expectations of new leaders
 - b. Pack Trainer Position
 - i. How this will help unit leaders

- IV.** Program Planning
 - a. Den Program Planning / Specific Leader Training
 - i. What / Why, when, who, funding, how often should they meet.
 - 1. This planning session is to develop the upcoming years program
 - 2. Den Level Programming is funded through either popcorn sales or some other type of fundraiser, so boys can earn financial responsibility of earning his own way.
 - 3. Den Program Planning Handouts
 - b. Pack Program Planning
 - i. What / Why, When, when, who, funding
 - 1. This planning session is to develop the upcoming year's program for the pack and to review how programming went the past year.
 - 2. This is usually held in the Months of April or May.
 - 3. This planning is facilitated by the Pack Committee Chairman and the Cubmaster. The Pack Committee is part of the planning process as well as any parent.
 - 4. Pack Programming is funded through either popcorn sales or some other type of fundraiser, so boys can earn financial responsibility of earning his own way.
 - c. Pack Meeting and Pack Activities
 - i. How often are they held
 - 1. Pack Meetings should be held once a month.
 - 2. A Pack Activity REALLY NEED TO take place once a month as well.
 - ii. What type of program can be provided
 - 1. Pack Meetings are a separate meeting in which there is an opening, announcements, awards ceremony / recognition, skits and then a program feature for the boys. Pack Meetings should run for no more than 1 hour.
 - 2. Pack Meetings can revolve around monthly themes
 - iii. Pack Activities are items such as Bowling Parties, Swim Parties, Lock-Ins, Pack Campouts, Archery Shooting or Rock Climbing.
 - 1. Pack Activities should run for about 1 hour, depending on the program taking place.
 - 2. Pack Activities also can revolve around a monthly theme or happen without one.
 - iv. Pack Meetings can also be incorporated into special Pack Activities.
 - 1. If a Pack Meeting and Pack Activity are combined into one, be sure that this is a Pack Committee Decision.
 - a. In which case there would be a quick opening, quick announcements, a quick presentation of awards and then the Pack Activity itself. Combined Pack Meetings and Pack Activities should be kept down to around 1 ½ hours, depending on the activity.

V. Lets plan a program (refer to Pack Program Guide Handout for ideas)

- i.** Brainstorming (Dreaming)
- ii.** Planning
- iii.** Budgeting
- iv.** Plugging in the dates

VI. Lets plan a sample program (refer to the Pack Program Guide Handout for ideas)

a. Conduct as a Group

i. Set-up / Prep (Material Needs)

1. Flip chart paper
2. Year-round desk calendar (22" x 17" - \$2.98 @ Staples)



3. Markers
4. School calendars
5. Church calendars
6. Council & District calendar

ii. Brainstorming (Dreaming)

1. Pack Committee Chair prepares

a. Flip chart papers with

i. Activities, Events, things that the Pack want to do and places it wants to go (brainstorming)

1. Budgeting chart (month, activity, cost)

ii. Desk calendar with all the council, district, school, & chartering org date

b. Process:

i. Use flip chart paper to brainstorm activities, events, locations.

Once done brainstorming, cross off the activities that aren't

possible due to age limits or Scouting rules. Vote on the remaining activities to create a priority list.

iii. Planning / Plugging in the dates

1. Process (cont.):

a. Use the calendars to fill in the holes around council, district, and chartering organization activities – 1 Pack activity per month. Use sticky notes (3M Post it Notes) to allow for moving activities around. Use the priority list from above to select activities.

b. Once the activities are filled in, Packs that conduct a separate Pack meeting each month need to plug in the dates for these meetings. Use sticky notes (3M Post it Notes) to allow for moving meetings around. Don't forget to schedule Pack Committee Meetings.

- iv. Budgeting (**Excel & PDF budgeting program available at www.twinvalleybsa.org**)
 - a. After all the meetings and activities are scheduled, go month-by-month and list the activities and expected costs (prepare the budget.)
 - b. This will help determine how much money needs to be raised by each boy to accomplish this year's planned program.
- v. Plugging in the dates
 - 1. Now that your calendar is developed it needs to be completely put into a hard copy format and provide to all scout families within the Pack. Showing them what their son's responsibility is in order for the pack to do all these things.