

Cub Scout Pack #1832
By-laws
Revised Date: November 2, 2016

ARTICLE 1. PURPOSE OF CUB SCOUTING: The purpose is to provide an effective educational program designed to train in the responsibilities of practicing citizenship, providing growth in moral strength and character, and to enhance the development of physical, mental, and emotional fitness.

ARTICLE 2. CHARTER: Pack 1832 is chartered by The St. John Neumann Catholic Church. The chartered organization provides a suitable meeting place and facilities for Pack meetings, adult leadership, supervision, and opportunities for a healthy Scouting life for the boys under its care. This also can be the responsibility of the Committee Chair.

ARTICLE 3. CUB SCOUT COMMITTEE ORGANIZATION (Pack Committee, AKA Den Rep. Meeting): The members of this organization shall consist of a Committee Chair, Cubmaster, Assistant Cubmaster (s), Pack Secretary, Treasurer, Pack Advancement(Awards) Chair, Den Leaders, Webelos Leaders, Parents and or Guardian. All scout parents and leaders are members of the Pack Committee.

ARTICLE 4. EXECUTIVE BOARD MEMBERS: The executive board consists of Committee Chair, Cubmaster, Assistant Cubmaster (s), Secretaries, Treasurer and Pack Advancement Chair.

ARTICLE 5. DUTIES: The duties of the officers shall consist of the usual duties pertaining to these offices.

ARTICLE 6. VOTING: The Executive Board and Official Committee Members at large have voting rights.

SECTION 1. COMMITTEE CHAIR RESPONSIBILITIES include: **Manage the Pack Committee;** membership on the Executive Board; recruiting adult leadership to run the pack with the Cubmaster; chairing the Pack Committee meetings on a monthly basis; attending the monthly District Roundtable; assisting the Cubmaster whenever needed; presenting the pack charter to the charter organization annually, preparing the annual pack recharter documents and obtaining the necessary fees, signatures, and information to achieve first time processing. With the treasurer plan the yearly budget and asset management.

SECTION 2. CUBMASTER RESPONSIBILITIES include: **Manage the Implementation of the Cub Scout Program;** Membership on the Executive Board; attending the monthly District Roundtable and reporting back to the Den Representative meeting; planning the monthly Pack Meetings with the Assistant Cubmaster; conducting the monthly Pack Meetings and developing the pack program plan for presentation to pack leadership; chairing the monthly Executive meetings in the absence of the Committee Chair or whenever needed. Approve reimbursements less than \$350.00.

SECTION 3. ASSISTANT CUBMASTER (S) RESPONSIBILITIES include: Manage the Implementation of the Cub Scout Program in the absence of the Cub Master; membership of the Executive Board; performing all duties as requested by the Cubmaster and Committee chair in planning the monthly pack meetings under the Cubmaster's guidance; planning advancement ceremonies and coordinating Webelos graduation with the Scout Troop, keeping abreast of the program changes via regular attendance at District Roundtables; and in the absence of the Cubmaster, conducting the Pack meetings.

SECTION 4. PACK SECRETARY RESPONSIBILITIES include: membership on the Executive Board; attending Executive Meetings and presenting written minutes of the previous meeting; taking minutes to present at the next meeting; sending out mailings requested by the Cubmaster or Committee Chairman; and may be requested by an event chairperson to write up permission slips for the event.

SECTION 5. PACK TREASURER RESPONSIBILITIES include: **Manage the Financial Well Being of the Pack;** membership on the Executive Board; reporting monthly to the Executive Committee on the fiscal health of the pack in a report describing income and expenses for the committee's review and approval; keeping signature cards (authorized signers) on both the checking account and savings account up to date; and completing all money earning applications for pack fundraisers and submitting them to the District Scout executive. That person(s) is also responsible for all deposits to the pack checking and savings accounts, reconciling the checking accounts to the monthly bank statement; coordinating all cash payments, and obtaining receipts for the pack records prior to reimbursement or payment when approved.

All reimbursements less than \$350.00 may be approved by the Committee Chair or Cub Master. Reimbursements greater than \$350.00 to \$500 shall be approved by the Treasurer. A Majority vote of the Pack committee in attendance must approve any reimbursement greater than \$500. The treasurer also helps the Committee Chair collect annual fees in a timely and orderly fashion.

Expenses related to Scout Shop and Awards/Books for Monthly Pack Meetings does not need prior approval.

SECTION 6. PACK ADVANCEMENT CHAIR RESPONSIBILITIES include: membership on the Executive Board; attending the Den Representative meeting; completing the Den advancements for the month from the den leader or representative. Awards

not obtained at this meeting will be carried over to the next pack meeting. Prior to the Pack Meeting, the advancement chair compiles the pack advancement report, goes to the council office and purchases patches and awards, or arranges for someone else to do so and turns all receipts over to the Pack Treasurer and prepares a list of awards for each Pack Meeting. Then fills out a recognition card for each award, prepares a package for this card and the award for each boy, and sorts the awards by den to speed the recognition process for the den leaders.

SECTION 7. DEN AND WEBELOS LEADERS RESPONSIBILITIES include: being a registered leader of Pack 1832 who leads the Cub Scout den. They are not part of the Executive Board. They attend or get someone to attend monthly Committee meetings on their behalf.

ARTICLE 6. MEMBERSHIP: Pack 1832 is open to all boys. It the policy of the Pack to encourage a boy to maintain an active interest in his religious preference. No boys will be turned away because of financial hardship.

ARTICLE 7. STEPS IN JOINING: When a boy and his family desire to become a part of the Pack they should contact any member of the Pack who can then direct them to the Cubmaster or Committee Chair.

ARTICLE 8. TRANSFER: Transfers will be accepted on the same basis as new Cub Scouts and will be welcomed at the next Pack Meeting. It is particularly important that transferring Cub Scouts obtain transfer papers or other documents from their old Pack, which will certify the record of advancement so that proper credit can be given.

ARTICLE 9. ATTENDANCE: All Cub Scouts and their parents are encouraged to support their Den and Pack through active participation in Den and Pack activities. A parent should join their son at Den meetings. The entire family is welcome at Pack meetings and many outings are intended for the families.

ARTICLE 10. DEN ASSIGNMENTS: Dens are organized by age and/or grade. Dens should try to keep to no more than 8-10 boys per den. The goal of the Pack is for your son to be able to follow the Cub Scout motto: "DO YOUR BEST". If at any time during the Scout year a parent feels there is a problem within the den, the following steps should be taken:

1. If possible, discuss the problem with the person (s) involved. If it is another person in the Den, contact the Den Leader first.
2. If the problem is with the Den Leader or Assistant Den Leader, meet with that person if at all possible.
3. If the problem is not resolved or if you are not comfortable talking with the Den Leader or Assistant(s), contact the Cubmaster, Assistant Cubmaster, or Pack Committee Chair. If you do not contact the Cubmaster directly, the person you talk to will notify the Cubmaster.
4. Whenever possible, a meeting of all parties involved will be held in order to resolve the issue.

ARTICLE 11. CONDUCT: Cub Scouts should sign a behavior Code of Conduct (SEE ATTACHED). A Cub Scout is expected to behave himself at all meetings and outings. Disruptive behavior, fighting, and use of bad language are some examples of behavior which will not be tolerated at Den meetings, Pack meetings or outings. On those rare occasions when discipline is necessary, the following action will be taken:

SECTION 1. Verbal Reprimand: The Den leader or Assistant will take the boy out of the activity and talk with him about what he has done wrong. The boy will then rejoin the activity.

SECTION 2. Removal from Activity: The boy will again be taken out of the activity and spoken to, but he will not be allowed to rejoin the group until his behavior warrants. If a Parent is present the Scout should sit next to his Parent. He can rejoin when they move on to the next activity.

SECTION 3. Call the Parent: If the boy does not correct the behavior, his parents will be asked to take him home. If the parent is present, they will be asked to leave with their son immediately. If a parent is not present, their son will call them.

ARTICLE 12. FAMILY/PARENT RESPONSIBILITIES: Cub Scouting gives families an opportunity to spend quality time together. It is the leader's role to provide interest, skill and time in developing a good program. The family provides help and support for the Den and Pack. Families can help in many different ways, which may vary from family to family, depending upon family structures and other family responsibilities. Some of the examples of family involvement include:

- *Working with their Cub Scout on achievements and electives.
- *Attending the Den and Pack meetings with their Cub Scout.
- *Presenting advancement awards to the Cub Scout at Pack Meetings.
- *Helping at occasional den meetings on a specific project or an activity.
- *Providing refreshments.
- *Providing transportation.
- *Assisting with the Den outings.
- *Telephoning.
- *Helping teach a Webelo activity badge.

ARTICLE 13. UNIFORM: Blue and Gold are the Cub Scout colors. They have special meaning: The blue stands for truth and spirituality, steadfast loyalty, and the sky above. The gold stands for warm sunlight, good cheery and happiness. Webelos have the option of wearing the blue or the khaki colored shirt.

SECTION 1. MINIMUM REQUIREMENTS: The minimum uniform requirement for Pack 1832 is a uniform shirt, neckerchief, and neckerchief slide.

SECTION 2: COLORS BY RANK: Wolf Cubs wear a gold scarf, Bears a blue scarf, and the Webelos wear a blue, green, red and gold plaid scarf. Leaders will either wear Leader Slide, Leader scarf or Webelos Scarf whichever is appropriate. The Wolf and Bear Cubs wear the Cub Scout logo scarf slide and the Webelos wear the Webelos logo scarf slide or any other acceptable tie slide. Webelos also wear "colors" on their right sleeve where they wear the activity pins they earn.

SECTION 3: UNIFORM INSPECTION: Your den may hold inspections and they will also be part of the Pack Meetings. A boy is expected to wear his uniform clean and neat.

ARTICLE 14. MEETINGS:

SECTION 1. DEN MEETINGS: Each Den Leader determines when and where Den meetings are held. Den meetings are generally held 1 or 2 times per month. Parents are asked to attend with sons. Den meetings are planned and run by the Den Leader with the help of an assistant Den leader(s). Den meetings are planned around the monthly theme. The location of the Den meetings can be at St. John Neumann, School, Home, library, etc... Each Den chooses the structure of their own Den. This includes the day, time and location of their meetings.

SECTION 2. PACK MEETING: Pack meetings are usually scheduled for the Fourth Friday evening of each month. The entire family is encouraged to attend the Pack meeting and support the Cub Scouts in their advancement. Pack meetings are not held during the months of June, July and August, but summertime events are planned. The Pack meeting program includes opening and closing ceremonies, recognition of boys who have earned awards, presentation of skits and stunts by Dens. The Pack meeting is planned around a monthly theme and is lead by the Cubmaster with the help of other adult Pack Leaders.

SECTION 3. PACK COMMITTEE (DEN REPRESENTATIVE) MEETING: Meetings are normally held once a month from 6:30 p.m. to 7:30 p.m. on a Monday evening at St. John Neumann. Important to the successful operation of the Pack is the Den Representative Meeting, a group of adults who manage such things as recordkeeping, finance, leadership, and registration. The adults include the Executive Staff, Den Leaders, parents, guardians and friends of Cub Scouting. Our pack will continue to grow as long as we have adults who are willing to share their time, ideas and experience.

ARTICLE 15. ADVANCEMENT: The Cub Scout Program has four ranks: Tigers, Wolf, Bear and Webelos. The Arrow of Light is the highest award in Cub Scouts.

SECTION 1. BOBCAT: A boy's first step after registering as a Cub Scout, regardless of his age, is to pass the Bobcat requirements. They are:

- *Learn and give the Cub Scout Promise.
- *Repeat and explain the Law of the Pack
- *Explain the meaning of Webelos.
- *Give and explain the Cub Scout sign and handshake.
- *Give and explain the Cub Scout motto and salute.

When a boy has learned these things he is eligible to receive his Bobcat badge at a Pack Ceremony. He then begins working on the rank for his grade or age.

SECTION 2. TIGER CUB: A boy who is in first grade (or is 7 years old) and registered with his adult parent as a member of a Tiger Cub Den. Recognition available to Tiger Cub Scouts includes beads earned for their totem.

SECTION 3: WOLF: The Wolf rank is for boys who are in second grade (or are 8 years old). To become a Wolf Cub Scout, a boy must pass 12 achievements based on skill level. After he has earned the Wolf badge, he is encouraged to work on the 22 Wolf electives until he completes second grade (or age 8 years old). When he completes 10 elective projects, he earns a Gold Arrow Point to wear under the Wolf badge. For each additional 10 elective projects completed, he earns a Silver Arrow Point.

SECTION 4. BEAR: The Bear rank is for boys who are in third grade (or are 9 years old). There are 24 Bear achievements of his choice in four different categories to earn the Bear badge. These requirements are somewhat more difficult and challenging than those for Wolf. When he has earned his Bear badge, he may work on electives for credit toward Bear arrow points. He may also complete additional elective credit requirements from the 12 achievements he did for use in earning his Bear rank. Like the Wolf, he receives a Gold Arrow Point for each additional 10 he completes. His arrows are worn below the Bear badge.

SECTION 5. WEBELOS: The Webelos badge is for boys who are in fourth grade (or are 10 years old). This rank is called Webelos 1. Webelos 2 are in fifth grade (or are 11 years old). Both work on the same requirements. To earn the Webelos Badge, a boy must be in a Webelos Den for 3 or more months. He must complete 8 requirements, which includes earning the Fitness and 2 other activity pins. After he receives the Webelos badge he can earn the Compass Points emblem. He must earn four more activity pins to receive it. He can earn a compass point for each four additional activity pins received.

SECTION 6. THE ARROW OF LIGHT AWARD: The Arrow of Light Award is Cub Scouting's highest award. Among the requirements to earn the Arrow of Light Award is to earn a total of eight activity pins. They must include Citizen, Fitness, Readyman and at least one from each of the following groups: outdoor group, the mental skills group and the technology group. Earning the Arrow of Light Award tells everyone that you are ready to be a Boy Scout.

ARTICLE 16. ADDITIONAL PROGRAMS

SECTION 1. RELIGIOUS EMBLEMS PROGRAMS: The Boys Scouts of America does not define what constitutes belief in God or the practice of religion. Rather, it provides programs and ideals that compliment the aims of all religions, with the result that religious organizations are the single largest category of chartered organizations for Packs.

SECTION 2. ACADEMIC AND SPORTS PROGRAMS: This is a program open for all age Cub Scouts. The boys can earn belt loops, pins, patches and letters for participating in the following academics/sports: art, chess, citizenship, communicating, computers, geography, heritages, mathematics, music, science, weather, wildlife conservation, badminton, baseball, basketball, bicycling, bowling, fishing, golf, gymnastics, marbles, physical fitness, skating, skiing, soccer, softball, swimming, table tennis, tennis, ultimate and volleyball.

SECTION 3. PATCHES AND PATCH SASH: The Cub Scouts earn many patches. Many of these are awards of rank, which becomes a permanent part of their uniform. There are also patches related to events and projects.

ARTICLE 17. CAMPING AND OUTDOOR ACTIVITIES.

SECTION 1. CUB SCOUTS DAYCAMP: These are 2 day camps with a daily theme, which is chosen by the district, and run by District and Council leadership. They are held in July or August. Our pack must assist the District in providing Pack leadership during each of the two days. This camp is for all Cubs.

SECTION 2. FUN WITH SON OVERNIGHT: This camping program is designed as a special Cub and partner camping experience. This one night program is available to Cub Scouts of all ranks and their adult partner.

SECTION 3. WEBELOS ADVENTURE CAMP: This is open to all incoming Webelos graduating from Bear rank in the spring and their parents.

SECTION 4. FAMILY CAMPING: This is an outdoor camping experience other than accredited resident camping that involves Cub Scouting. This is an unstructured camping experience, but is conducted within a Scouting framework.

ARTICLE 18. SUMMERTIME EVENTS:

While there will be no regular Pack Meetings from June to September, several events will be planned before the last Pack Committee meeting in May. The pack committee will appoint a coordinator/chairman for each event.

ARTICLE 19. FUNDRAISERS AND PASSBOOK ACCOUNTS:

SECTION 1. FRIENDS OF SCOUTING: This is an annual fundraising program that is coordinated by the Viking Council. The funds raised are used to maintain the programs, leadership training, and camping programs that are run by the Viking Council. Our Pack is a member of the Viking Council. A District Representative will give a presentation at the Blue and Gold Banquet. This is a national program.

SECTION 2. PACK OR DEN FUNDRAISING: Cub Scouts of Pack 1832 can raise funds for their Den or the Pack as a whole to pay for awards, trips, equipment etc. The Monies collected should be kept with the Treasurer in a specified account with a specific purpose.

SECTION 3. Fundraised Monies will be tracked and maintained in the Scouts' passport accounts. The Scouts may use their account balances toward any Pack 1832 Cub Scout Function, and any unused balances may be carried over into the next year. At the end of their membership in the Cub Scouts any leftover monies will be absorbed in the general Cub Scout Fund.

SECTION 4. Private Monies may be deposited into a Cub Scout or accounts by anyone. Individual Passbook accounts will track and maintain the private money separate from the Fundraised Money. The Scouts may use their private monies toward any Pack 1832 Cub Scout Function, and any unused balances may be carried over into the next year. At the end of their membership in the Cub Scouts any leftover Private Money will be returned to the Scout.

PACK 1832 SCOUT CODE OF CONDUCT

Each scout and their Akela shall review the Code of Conduct Agreement with their scout's Den Leadership. If the family and Scout agree to abide by the Code, they both will be asked to sign the form in the appropriate place. This form needs to be turned in to the Den Leader no later than the September Pack meeting. Any Scout or parent(s)/legal guardian(s) who have not turned in a signed "Code of Conduct form to the Den Leadership will not be permitted to participate in Den or Pack meetings, events or activities until the form is signed and turned in. The reason for this is to reinforce the lesson of making a personal commitment to follow the rules and show respect for all adults, as well as adult and youth leaders.

GOOD CONDUCT RECOGNITION

Pack 1832 leadership will strive to recognize, acknowledge, and when appropriate, reward, good conduct.

INAPPROPRIATE CONDUCT & CONSEQUENCES: "THREE STRIKES – YOU'RE OUT":

The first time a Scout breaks a rule at either a Pack or Den event, he gets a warning. The second time, the Scout will be removed from any activities and will sit aside under parent or leader supervision. After an appropriate time the Scout will be asked if he is ready to return to the group. If a Scout cannot control himself when removed or when a Scout commits his third infraction of the Code of Conduct, he is excused from the meeting or event and the parent/legal guardian must take him home. A conference with the Scout and at least one parent or legal guardian will be held before he can return to the next Pack or Den event.

Pack 1832 SCOUT CODE OF CONDUCT PLAN & AGREEMENT

1. I will be kind and respectful to others.
2. I will always respect the other's property.
3. I will always behave and follow instructions.
4. I will always keep my hands, feet, etc. and all other objects to myself.
5. I will always listen when others are talking.
6. I will always use good manners and not interrupt.
7. I will always be honest and always tell the truth.
8. I will always wait my turn.
9. I will wear my uniform with pride.
10. I will always practice the buddy system.
11. I will always try and have a positive attitude.
12. I will realize that bullying, biting, shoving, pushing, and fighting is unacceptable conduct by any scout.
13. I will always use good language and no profanity.
14. I will always do my best!

PENALTY FOR NOT FOLLOWING THE CODE:

"THREE STRIKES – YOU'RE OUT":

1. 1st strike – Warning
2. 2nd strike – Time Out
3. 3rd Strike – Parent Involvement
4. Scout needs to sit out of activity with Parent if possible.

I understand these rules and will do my best to follow them:

Cub Scout:

Name _____ Signature _____

Date ____/____/____

PARENT(S)/LEGAL GUARDIAN(S)

Name _____ Signature _____

Name _____ Signature _____