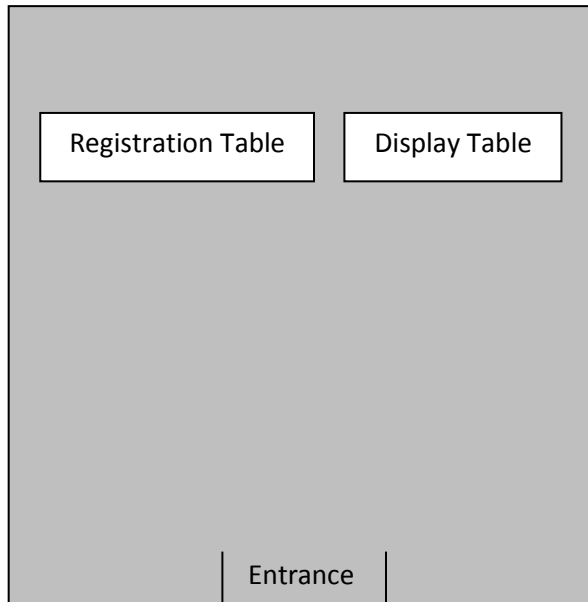


<p style="text-align: center;"><b>SCHOOL NIGHT FOR SCOUTING SCHOOL-SITE MATERIALS</b></p>
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- 1. The School Night For Scouting (SNFS) School-Site Packet has the following items:**
  - a. Sign in Sheets to help track attendance and payments
  - b. School Night for Scouting (SNFS) Checklist for Unit Leaders
  - c. School Night for Scouting Fee Information
  
- 2. You will need to print copies of your Pack Calendar and Contacts for your School Night For Scouting event.**
  
- 3. The Sign Up Packet (available at Roundtable in August) will contain the following information**
  - d. Parent Orientation Guides
  - e. Youth Application
  - f. Adult Application
  - g. Boy's Life Mini Mag
  - h. A "save the date" informing parents of upcoming District and Council Events
  - i. A "Popcorn Letter" which will help new parents understand the Popcorn sale, a backbone to a successful year of Cub Scout Programing
  - j. Order Sheet to help parents obtain books and uniforms
  
- 3. These additional School night for Scouting (SNFS) Supplies will be available at your District Roundtable meeting in August:**
  - a. Sign-Up Packets correlating to the number you requested, as available
  - b. Envelope to turn in all applications and bring to collection site
  - c. Yard Signs & Posters
  - d. Additional youth and adult applications

## REGISTRATION TABLE CHECK LIST

### Display Table Check List



- Pack SNFS Poster with single fee for Registration + Boys' Life Magazine
- Fees = Registration is \$12 which includes boys life and registration until end of year.
- Sign-Up Packets
- Next Meeting Handout **with Pack Calendar and Contact Information**
- Pack Photos/Albums
- Welcome to the Adventures of Cub Scouting
- Pinewood Derby Cars/Trophies
- Tiger, Wolf, Bear, Webelos Books

Above is a sample layout of a typical School Night for Scouting setting. As parents and boys enter the room, ask them to fill out applications and give parents the "New Scout Parent Orientation Guide" Booklet.

Have at least two unit volunteers at your registration table to help complete applications and answer questions on a one-on-basis. The idea is to get people registered and get them out with the information on the next meeting date, time, and location, quickly.

### Some Basic Principles for a Successful Recruiting Event

1. Hold event on Thursday, August 24th
2. Never hold the School Night for Scouting in combination with a pack meeting or other activity.
3. Recruitment event is a window of time (6:00 to 8:30 pm including set-up and clean-up, 6:30 to 8:00 pm recruiting event) with a follow-up parent orientation at the first pack meeting or separate parent meeting.
4. Training opportunities should be shared with new leaders at the orientation.
5. Pack trainer meets with new leaders to coach them on YP Training (mandatory before being officially registered) and Position Specific Training. All den leaders need to complete Youth protection & Position Specific Training by October 15, 2017

## SCHOOL NIGHT FOR SCOUTING CHECKLIST FOR UNIT LEADERS

### Before you leave home:

- Wear your uniform**
- Make sure arrangements are in place for tables pack displays
- Make copies of your meeting schedule (pack calendar)
- Make copies of your pack information sheet (1<sup>st</sup> pack meeting info, pack contacts, etc.)
- Ensure participation from all leadership
- Make sure pack checkbook will be at School Night for Scouting and bring it to the District Turn-in Center
- Be prepared with contact information in parent packet

### When you arrive at the school – At least ½ hour before the start of registration

- Set up registration table
- Set up display table with pack information

### During the School Night For Scouting Event

- Welcome guests as they arrive
- Register new youth
- Assist families with completing youth and adult applications
- Provide information on your next meeting, including your pack calendar and contact information
- Make sure parent has signed application

### After the School Night For Scouting Event

- Clean up room
- Sign all youth applications (Committee Chair or designee)
- Sign all adult applications (Committee Chair and Chartered Organization Representative)
- Bring one copy of applications (signed), fees to the District School Night For Scouting coordinator at the turn-in site. At this location, you will receive your rocket
- Review youth applications for adult information that you can use to determine possible leaders when you orient new parents at their first meeting
- Follow up with all unregistered youth, and all youth who expressed interest in Scouting

### Parent Orientation meeting – A separate meeting

- Orient the new parents, recruit leaders and parent helpers
- Ensure the pack trainer (or designee) coordinates Youth Protection, Fast Start, & Position Specific Training with the new leaders before October 15, 2017!**
- Inform parents that rocket engines will be given out in September.

**SCHOOL NIGHT FOR SCOUTING  
FEE INFORMATION**

**FEES TO COLLECT ON AUGUST 24**  
**Pro-Rated Registration Fee Information:**

- These fees are based on the \$12 pro-rated fee for the remainder of 2017.
- Pack needs to inform new parents that the 2018 fees are \$27 + \$12 for Boys' Life and is due on or before December 1, 2017.

Visit [www.sagamorebsa.org](http://www.sagamorebsa.org) for more information.

<u>Month</u>	<u>Registration Fee</u>	<u>Boys' Life</u>
August .....	\$ 8.00 .....	\$ 4.00

**FEES TO TURN-IN TO THE COUNCIL ON AUGUST 24th**  
**Enter the number of enclosed applications**  
**And the corresponding fee totals:**

New Youth Registrations: \_\_\_\_\_ X \$ 8.00 = \$ \_\_\_\_\_

New Youth Boys' Life: \_\_\_\_\_ X \$ 4.00 = \$ \_\_\_\_\_

New Adults: \_\_\_\_\_ X \$ 8.00 = \$ \_\_\_\_\_

Total Fees Due: \_\_\_\_\_ \$ \_\_\_\_\_

**Unit Fees should not be turned into Council**