

PACK 220



BYLAWS

(Revised March 15, 2003)

Lee's Summit Christian Church

BYLAWS
CUB SCOUT PACK 220
LEE'S SUMMIT, MISSOURI
Revised 09/15/2002

ARTICLE ONE
PACK MEETINGS AND ACTIVITIES

1. Please note that the word Den and Webelos will be used interchangeably in this document.
2. As of September 19, 2002, the name of the Parent Committee has been changed to the Pack Committee. All references and documentations will note such change.
3. Pack meetings will be held on the fourth Tuesday of each month at 7:00 p.m. in the social hall of Lee's Summit Christian Church. There will be no changes unless approved by the Pack Committee.
4. Dens will be responsible for the following activities at each Pack meeting:
 - A. Opening and closing ceremonies (These Scouts need to be at the meeting 15 minutes early.)
 - B. Setting up chairs, tables, etc. (These Scouts need to be at the meeting 15 minutes early.)
 - C. Greeting guest as they arrive (These Scouts need to be at the meeting 15 minutes early.)
 - D. Cleaning up (putting everything away)
 - E. Skits, stunts, songs, etc.
 - F. Other duties as needed or as assigned by the Pack Committee or the Cubmaster.
5. Only necessary leaders will be in the awards area, kitchen or hall areas. Den chiefs will sit with their assigned Den until called upon to assist in the Pack meeting.
6. All other Pack 220 Leaders and members of the Pack Committee are to sit with their Dens during the Pack meeting. The purpose is to keep the Cub Scouts and their families seated and as quiet as possible.
7. Refreshments will not be served at Pack events unless approved by the Pack Committee.
8. Pack 220's charter runs from February to January. Recharter is every year, and begins and ends in the month of January.
10. The Pack will host a Blue and Gold Banquet during the first quarter of the year.
11. The Pack will present a copy of the Pack Bylaws, Parent Handbook, and Calendar of Events to each new family when the Cub is registered with the Pack.
12. New Scout recruits must meet the following requirements before being inducted into the Pack:

- A. Must meet age requirement outlined by BSA guidelines.
 - B. Must have an official class "A" uniform
 - C. Current on all fees (National and Pack)
13. The Pack will consist of Cub Scout Dens to accommodate the needs of the Scouts. These Dens will be established and organized by the Executive Committee.

ARTICLE TWO DEN MEETINGS AND ACTIVITIES

1. **All activities and Den meetings must have two adults, one of which must be a registered BSA Leader, present for the entire activity. If two adults are not present, the activity must be canceled.**
2. Den meetings are to be held at meeting areas approved by the Pack Committee. The Den meeting time will be established by the respective Den Leaders. There will be 1 to 3 meetings a month, following a 12-month calendar.
3. During the September Pack Committee meeting, each Den will receive either \$3.00 per Scout or a maximum of \$50.00. These are supplemental funds and will be used in combination with the Dens' dues. These funds will then be allocated to each Den Leader during the September Pack Committee meeting. Said funds will only be available if the Pack has the assets. Any funds not used by the Dens will be returned to the Pack.
4. Den dues are a minimum of three dollars (\$3.00) per month. The amount of Den dues will be established by the Pack Committee during the August Pack Committee meeting. These dues are to be used for Den activities. Den dues for Webelos I will be collected from June to May of the following year. Den dues for Webelos II will be collected from June to the month of graduation. The dues are payable at or before the first den meeting of each month or as determined by your Den Leader. Each Den Leader will be responsible for collecting and maintaining a record of dues collected. Any funds not used by the Den will be returned to the Pack.
5. Each Den will be appointed a particular month for the can recycling. It will be the Den's responsibility to check the can bin once a week. Profits of the can recycling will be split, 50/50, between the responsible Den and the Pack. If the Den does not need the funds, then said funds will become part of the Pack.
6. The Pack Committee will provide each Den with a Den box. The Den box will consist of these basic following items:
 - A. An American Flag.
 - B. Cub Scout and Webelos Scout Program Helps (Once a year, a new one will be provided by the Pack Committee when they become available.)
 - C. Current copy of the Cub Scout Leader Book (a new one will be provided by the Pack Committee when they become available.)
 - D. One copy of the Pack 220 Activities Book.
 - F. Four pairs of scissors, assorted colored markers, one box of crayons (48/box), and one container of glue.
 - G. Miscellaneous items (as recommended by the Pack Committee)

7. Field trips are permitted when approved by the Pack Committee and each participating Cub Scout's parent has given signed consent. A tour permit will be used as necessary.
8. All Dens may use Denners and Assistant Denners. Besides the use of Denners and Assistant Denners, any Den may also use a Den Chief (if available). Den Chiefs can be from another Troop besides 220.

ARTICLE THREE UNIFORMS

1. Class "A" – will follow BSA guidelines from the belt up. (Detailed in Parent Handbook)
2. Uniforms are to be worn by all Cub Scouts, Leaders, members of the Pack Committee and Den Chiefs at all Scouting functions, this includes Den meetings, overnights, Pack meetings and activities.
3. The Pack Committee will purchase the following items for each new Cub Scout and present them during the next convenient Pack Meeting. The Bobcat emblem and Mother's ribbon will be presented once the Scout has earned this emblem.
 - A. Council Emblem
 - B. Pack 220 numeral (these will be separate numbers)
 - C. Most current Veteran unit bar
 - D. Quality unit patch (when appropriate)
 - E. When the scout has earned his Bobcat, his mother will receive a black velvet ribbon to display her son's rank advancements.
 - F. World Crest
4. The parent of each Cub Scout will purchase the following items for their son:
 - A. Appropriate Uniform (see Parent Handbook)
 - B. Den numeral
 - C. Appropriate hat (optional)
5. The Pack Committee will purchase the following items for each new registered Leader:
 - A. Name tag (Cubmaster & Assistant Cubmaster)
 - B. Council Emblem
 - C. Pack 220 numeral (these will be separate numbers)
 - D. Most current Veteran unit bar
 - E. Current Quality Unit Award Patch (when appropriate)
 - F. Badge of Office
 - G. World Crest
6. The registered Leader will purchase the following items for themselves:
 - A. Uniform (BSA guidelines- belt down)
 - B. Service star (optional)

C. Shoulder Loops (Blue)

**ARTICLE FOUR
ADVANCEMENT AND ACHIEVEMENT RECOGNITION**

1. The Awards Chairperson is responsible for the purchase and availability of awards provided by the Pack.
2. Only “active” Cub Scouts may receive advancement or achievements. An “active” Cub Scout is defined as a Cub Scout who attends at least 50% of the scheduled Den and/or Pack activities and is not delinquent in the payment of fees (National, Pack or Den). Exception to this rule is the “Lone Cub Scout.” See the rules and regulations in the Cub Scout Leader Book for explanation of the “Lone Cub Scout.”
3. Den Leaders will submit Den advancement sheets to the Awards Chairperson by the end of the Pack Committee meeting immediately prior to the Pack meeting at which the awards are to be presented. Advancements may be left in the Scout Mail box prior to the committee meeting. Exception will be taken under advisement of the Executive Committee.
4. The following items will be purchased by the Pack Committee to recognize Advancements and Achievements of the Scout:
 - A. Badges of Rank and corresponding “Mothers’ Pins”
 - B. Gold and Silver arrow points
 - C. Pack activity beads
 - D. Webelos Activity Pins
 - E. Webelos Colors (shoulder ribbons)
 - F. Compass point emblem and compass points
 - G. Arrow of Light
 - H. Religious knot
 - I. Up to one earned belt loop or pin per scout per month will be purchased by the Pack. Scouts may purchase additional earned belt loops at their own expense.
 - J. Den Chief Cord and Badge of Office
 - K. Denner and Assistant Denner Cord
 - L. National Summertime Pack Award Pin
 - M. Recruiter Eagle’s claw and Acorn
 - N. Recruiter strip
 - O. Quality Unit Award (when appropriate)
 - P. Conservation Award
 - Q. Attendance pin and bar
 - R. Service star with yellow colored background.
 - S. Immediate recognition patch (progress toward rank).
 - T. Scout Lanyard.

Any item not listed above (Article 4, Part 4) will be the responsibility of the Den Leader or parent to purchase.

5. The Den Leader will be responsible for acquiring the “Display Plaque” (each Webelos Scout will make their own).

6. Any item not mentioned in Article 4, Part 4 or Part 5 may be purchased by the scout's parent. Examples:
 - A. All religious medallions. These are ordered from P.R.A.Y. (The Pack Committee will purchase the Religious Knot.)
 - B. Sport and Academic Letter
 - B.
- C.** 7. Advancements and Achievements for absent Cub Scouts will be presented at the next Pack meeting. If the Cub Scout is absent again, the Achievement or Webelos activity pin will be given to the Den Leader. Advancement in rank must be received by the Cub Scout at a Pack meeting.
8. Service Star presentation:
 - A. The service star will be presented to the scout at the May Pack Meeting.
 - B. The Service Star will reflect the total number of scouting years completed.
 - C. Any scout who joins Pack 220 during the program year is eligible for the service star as long as they have 5 months of service prior to the May committee meeting.
 - D. Scouts transferring into Pack 220 are given credit for previous scouting service from another Pack.
9. Pack 220 will recognize those Cub Scouts with excellent attendance at Den and Pack meetings, and Pack activities. Requirements for the recognition is:
 - A. Each Scout (Cub Scout, or Webelos) will attend the Blue and Gold banquet each year.
 - B. Each Scout (Cub Scout, or Webelos) will perform three (3) service projects per year. One of those three projects has to be a Pack-sponsored project.
 - C. Each Scout (Cub Scout, or Webelos) will attend nine (9) Den meetings between September and August of the following year.
 - D. Each Cub Scout/Webelos will attend ten (10) Pack meetings per year.
 - E. Each Scout (Cub Scout, or Webelos) will attend six (6) Pack activities per year.
 - F. For a Webelos II to earn the attendance pin (between September and November), he must attend 90% of the Webelos functions, perform (2) service projects (Pack or Den), attend two (2) Pack activities, and two (2) Pack meetings.
 - G. During the August Pack Committee meeting, those Scouts who are eligible for the year attendance pin will be discussed and recognized for such. Furthermore, at this time any discrepancies will also be discussed. The attendance pin will then be given out during the September Pack meeting. For the Webelos II, this discussion will occur at the Pack Committee meeting during their month of graduation.
 - H. These records, for the attendance pin, will be maintained from September 1 to August 31st of the following year (exception Webelos II). The Den Leader or Assistant Den Leader will maintain an accurate attendance record during the Den and Pack Meeting. The Chair of each activity will keep the records of that activity and forward this information to the Awards Chairperson and appropriate Den Leader. The Pack Committee will take extenuating situations under advisement in evaluating whether the Scout should earn the award.
10. Pack activity beads will be awarded to Cub Scouts as follows:

Dark Blue or Yellow:	Pack meeting attendance (given during Pack meeting)
Red:	For every three Pack meetings attended by Cub Scout and parent (given by the Den Leader)
Light blue:	Attendance at a Pack overnight activity (given by person in charge)
Turquoise:	Marching in a parade with the Pack (given by Den Leader)
Orange:	Pack activity (given by person in charge)
White:	Parents attending Pack Committee meeting (a container will be present at meeting)
Black:	Outdoors activity in which it rains (given by person in charge)
Green:	Good behavior at Pack meeting by all in attendance (parents and boys) (given during Pack meeting at Cubmaster request)
Gray:	Can recycling (given by Den Leader)
Lilac:	To a Scout who participates in all of the Summer Time Activities (given by person keeping attendance of Summer Time Activities)
Yellow Star:	Attendance at Roundtable (Each adult, who goes, must pick up their own.) Note: If Roundtable changes this bead, it will still be worn without the consent of Pack Committee vote.
Heart Shape:	Parent volunteers at Day Camp, or when a Parent volunteers a tremendous amount of their time to the Den or Pack (given by person in charge or a Den Leader)
Car Shape:	Pinewood Derby
Fish Shape:	Fishing Derby
Plane Shape:	Space Derby
Boat Shape:	Sailboat Regatta

- A. The use of various shaped and colored beads to recognize Pack activities, is strongly encouraged. See examples above. Other examples are multicolored beads for the marbles tournament, speckled gold beads for the blue/gold banquet, etc.
 - B. If the Activity Chairperson distributes the beads to the scouts, this information plus their names will be given to the Awards Chairperson and appropriate Den Leader.
11. A Pack 220 Reading Program has been established. Each Cub Scout must adhere to their school's reading criteria (Missouri Reading Circle Program, developed by the Missouri State Teachers Association). The Scout will have from September 1 till the following August Pack meeting to fulfill the requirements. Once the boy has read the appropriate number of books and filed the paperwork for his grade level; he will receive one reading certificate and one reading patch. This will be presented by the Pack Committee Chairperson during the next available Pack meeting. A Scout may only earn this once a year. (See the full explanation in the Pack 220 Activities Handbook under the Reading Program.)
 12. If a Webelos Scout completes all twenty (20) Achievements, he will be presented with a small Vittles Kit (eating utensils) and the Webelos Super Achiever patch.
 13. When a Cub Scout is ready to go into Boy Scouts, the achievements he has earned will be presented to him on a plaque (that the Scout has made while a Webelos).
 14. The Den Chief Cord will be presented at the third pack meeting attended by the Den Chief.
 15. Cubby will be awarded to any Den at each Pack meeting according with the following criteria:

- A. Percentage of Cub Scouts in attendance in the Den.
- B. For tiebreakers
 - 1) Percentage of parents in attendance (count one parent per Cub Scout)
 - 2) Percentage of Cub Scouts present receiving rank advancement.
 - 3) The Den with the best cheer (as voted by the Cubmaster, Assistant Cubmaster, and Advancement Chairman)
 - 4) Random drawing of the tied Dens.

ARTICLE FIVE EVENT AWARDS

- 1. For Pack events in which an award will be given, it is the responsibility of the person(s) chairing the event to get approval from the Pack Committee regarding the cost, type, and the number of award(s) to be presented to the Cub Scout(s). Approval requests will be made one month prior to the event. Approval requests must be presented at the Pack Committee meeting.
- 2. The activity Chairperson is responsible for supplying the Den Leader and Awards Chairperson, and each appropriate Den Leader with an attendance sheet of those Scouts who participated. This is to ensure that the Scout earns his appropriate recognition and achievement.

ARTICLE SIX DISCIPLINE

Discipline will be handled in accordance with BSA Guidelines. Please see your Parent Handbook for the detailed discipline policy.

ARTICLE SEVEN PACK COMMITTEE AND ADMINISTRATION

- 1. **The Executive Committee must consist of the following people: Chartered Organization Representative, Pack Committee Chairperson, Treasurer, Secretary and Cubmaster. A written job description will be kept by the Pack Committee Chairperson and given to all new members.**
- 2. The Pack Committee will consist of the Executive Committee and the following positions if available: Assistant Cubmaster(s), Webelos Leader Coach, Webelos Leaders, Assistant Webelos Leaders, Den Leader Coach, Den Leaders, and Assistant Den Leaders. Written job descriptions will be kept by the Pack Committee Chairperson and given to all new members.
- 3. The Pack Committee may designate and appoint the following positions: Call Parent Committee Chairperson, Advancement Chairperson, Membership Chairperson, Youth Protection Chairperson, Scouting coordinator in connections with LSCC and other Pack Committee positions as required. A written job description will be kept by the Pack Committee Chairperson and given to all new appointees.

4. **Only BSA registered adults have voting rights at the Pack Committee meeting.** In case of a tie, the Pack Committee Chairperson has the deciding vote or may table the vote until the next Pack Committee meeting. The Pack Committee Chairperson only votes in case of a tie.
5. Pack Committee meetings will be held the second Thursday of each month at 7:00 p.m. in the Lee's Summit Christian Church. The only exception is the Calendar Planning Meeting in June in which it will start at 6:30 p.m. Changes will be approved by the Pack Committee. All Pack Committee meetings are open to the public.
6. **All Pack Committee members, Leaders and Assistant Leaders are required to complete Youth Protection and Basic Leader Training. Exceptions will be approved by the Pack Committee.**
7. In June of each year an annual activities planning meeting will be held to determine the next year's events. Once approved by the Pack Committee, the proper paper work will be obtained from the Church's secretary to reserve Church property. This information must be turned into the Church's secretary ASAP. Furthermore, the Pack Committee or someone designated by the Pack Committee, in advance, will make the proper reservation for other facilities that are needed for the coming year.
8. Pack Bylaws and Parent's Handbook will be reviewed annually by July of each year.
9. A complete roster will be issued to all Registered Leaders by September of each year and updated as needed. This will be done only after each parent has been notified of the roster circulation and has been given the option to opt out of being included in the roster.
10. In November a Pack financial budget meeting will occur to discuss the financial needs of the Pack and to establish the Pack registration dues for the following year. The Pack registration dues are based on the National registration fee, Boy's Life, Pack dues, accident insurance per Cub Scout, reserve fund, basic expenses (badges, literature, goodwill project, etc.), program materials (U.S. flag, Pack Flag, equipment, etc.) and activities.

Cost for each Cub Scout:

- (1) \$34.00 (\$10 for National Dues (after January 1, 2003), no Boy's Life and \$24.00 for Pack dues (subject to change after November budget meeting.))
 - (2) \$43.00 (\$10 for National Dues (see 1 above) \$9.00 for Boy's Life (subject to change is prices rise), and \$24.00 for Pack dues (see 1 above))
 - (3) The Cub Scout pay structure is comprised of March to February and all portions of it are pro-rated.
11. A Pack financial budget will be submitted by the Treasurer before January 1, of the coming year. Upon approval by the Pack Committee, a copy will be made available to all BSA registered leaders and parents.
 12. Minutes of the previous Pack Committee and current treasury report will be submitted at each Pack Committee meeting.
 13. Pack Bylaws may be changed or revised by a simple majority vote of the Pack Committee in attendance at the regular Pack Committee meeting. Any and all situations not addressed by the

Pack 220 Bylaws will be addressed by the Cub Scout Leader handbook, Boy Scouts of America (BSA) Guidelines, Heart of America Council (HOAC) Bylaws, and Lee's Summit Christian Church Bylaws. Those situations not addressed by Cub Scout Leader handbook, BSA Guidelines, HOAC Bylaws and LSCC Bylaws or Pack 220 Bylaws will then be discussed during Pack Committee and voted on. This information will then become part of the Pack 220 Bylaws. **Any and all situations not addressed by Pack 220 Bylaws or contrary to BSA Guidelines will be superseded by BSA Guidelines.**