

## HOW TO CONDUCT THE ANNUAL PACK PLANNING CONFERENCE

- I. Preparation
  - A. Den leaders and other leaders determine likes and dislikes of den and parents – what do they want to do again – what don't they want to ever think about again?
  - B. Webelos Den Ldrs meet w/Scoutmaster and others to lay out an annual plan for Webelos Den –
    1. joint den/Scout activities
    2. Adventures
    3. Day hikes, etc.
  - C. Wolf and Bear Den Ldrs do the same
  - D. Be sure all Den Ldrs have a copy of the Den Leader Guide for their rank to review ahead
  - E. All ldrs review requirements for National Summertime Pack Award, and Journey to Excellence, and incorporate requirements
  - F. Get a copy of the Council calendar, online at [tetonscouts.org](http://tetonscouts.org)
  - G. Get a SCHOOL CALENDAR for all the districts/charter schools that affect your pack
  - H. Get a list of the holidays for the months ahead
  
- II. How to Conduct
  - A. Provide each ldr w/copy of annual calendar
  - B. Briefly review purposes of Cub Scouting, so it will be fresh on minds
  - C. Evaluate past successes and disasters, rank requirements, special activities.
    1. Discuss pro's and con's
    2. Decide which to repeat
  - D. Review recommended points of the Scout Law
    1. List on program planning chart
    2. List 3-4 ideas under each to help ldrs plan pack mtgs and develop den meetings
  - E. Fill in special activities, i.e., Pinewood Derby, Rain gutter Regatta, campfires, service projects, etc.
  - F. Plan ways to meet requ. for Summertime Pack Award and Journey to Excellence
  - G. Additional Awards you can plan into annual calendar
    1. National Den Award
    2. Nat. Summertime Pack Award
    3. Cub Scout World Cons. Award
    4. Cub Scout Outdoor Act. Award
    5. Nova Awards
    6. Scout Month Patch
    7. Outdoor Ethics Aware. Award
    8. Outdoor Ethics Action Award
    9. Conservation Good Turn Award

- H. Assign ldrs and parents to special committees – try to get everyone on at least 1 cmte
  - I. Set dates for
    - 1. Pack meetings
    - 2. Pack Planning mtgs
    - 3. District and council activities and training events, incl RT
    - 4. Uniform inspections
  - J. Assign dens on rotating basis for setup, cleanup, opening and closing ceremonies, refreshments, gathering activities, etc.
  - K. Make plans to recruit new Cubs and leaders!
  - L. Thank everyone – serve REFRESHMENTS!
  - M. Have pack secretary type up comprehensive calendar and give to each leader
- III. Results:
- A. Builds interest among leaders
  - B. Creates pride and ownership in plans because everyone helped
  - C. Results in great 12-mo. Program and assigns responsibilities for it
  - D. Ensures quality, fun-filled program for the boys

#### IMPORTANT REFERENCES FOR PLANNING CONFERENCE

1. Updated Cub Awards Requirements
2. Calendar Template
3. Our annual calendar
4. School calendar
5. List of monthly pack meeting themes
6. Journey to Excellence
7. List of Holidays
8. Purposes of Cub Scouting
9. New tracking sheets