

What is a Unit Key 3?

Unit Key 3

Behind every great Scouting unit is a committed Key 3. These are the three top adult individuals within each pack, troop, crew, or ship. Each member of the Key 3 needs to understand his or her role and feel empowered to serve.

The Unit Key 3 is a critical component to the success of the unit. The unit Key 3 consists of:

- **Committee Chair** – The top volunteer in the unit is the Committee Chair. They are responsible for ensuring enough qualified adult volunteers are in place to provide the program. They lead the unit committee meetings.
- **Unit Leader** – The leader of the unit meeting is the unit leader (Cubmaster, Scoutmaster, Crew Advisor, Skipper) and is responsible for developing and delivering the “program.”
- **Chartered Organization Representative (COR)** – This person appoints the unit committee chair and approves all adult leaders. They provide resources from the chartered organization.

The Key 3 addresses unit challenges, checks on Journey to Excellence status, and adjusts program and administrative elements to ensure unit progress toward Journey to Excellence.

Role of the Unit Key 3

- **This group meets frequently** to discuss the unit, its challenges, coming events, and progress toward completing their action plan and Journey to Excellence goals.
- **Ensures that a monthly program and unit budget plan are in place and on track.** These items are critical for unit success. Encourage long-range planning for a positive experience for all.
- **Support systems that will ensure a well-organized unit are:** the monthly Unit Key 3 meeting, monthly committee and leader meetings, and regular parent meetings.
- **Encourages a unit-wide communication system.** Communication takes many forms: newsletter, phone tree, email, website, app. Whatever fits the unit.
- **Encourages training of all registered adults in the unit.** Encourages them to take This Is Scouting and Leader Specific Training for their position prior to their first meeting. Vigorously enforces Youth Protection Training. Makes sure the adult leaders are aware of training opportunities. Through the district commissioner, enlists the help of the training team to bring adult leader training to the unit if necessary.
- **Helps unit leaders get additional training as needed.** Through the unit and district commissioners, requests progressive specialty training as needed. Topics might include recruiting youth members, information on Friends of Scouting, advancement, etc. While it is the responsibility of the district committee, it may be necessary to conduct sections of this training at the unit level.
- **Encourages participation in district activities.** Encourages attendance at roundtable, district activities, and camping opportunities. Keeps the district and council calendars in mind when helping the

Unit Key 3 schedule unit meetings and events.

My.Scouting.org – Accomplish A Wide Variety of Things

You can use My.Scouting.org for a wide variety of things. Parents can use it to transfer their Scout from one unit to another (how-to PDF), such as when a Webelos moves from a pack to a troop. Adult leaders can use it to take position-specific training. The Key 3 can use it to accept online applications and must use it to complete the annual rechartering of their unit.

In addition to these functions, this portal provides all adults access to their personal account data, a place to update contact information, and...yes, the ability to complete YPT. Make sure your My.Scouting.org profile contains your BSA member ID number; that way, your training record will automatically update when you finish an online course. BSA member ID numbers do not transfer from one council to another, but you can include both in your profile if you have IDs from multiple councils.

When setting up a My.Scouting.org account, be sure to link it to your Mayflower Council BSA member ID number. Forgot your ID number, your username or your password? Not sure if you have a member ID number or a My.Scouting.org account? Contact the Membership & Unit Service Team (membership@mayflowerbsa.org) before you create a new account– we can check to see if you have a member ID number, provide your username, and reset your password.

In the “BSA Web Links” section of My.Scouting.org (under “Menu”), you’ll also find links to Internet Advancement, the National Safety Council Defensive Driving Course, and Service Hours Reporting. Unit leaders have access to their unit roster and other information designed to help in managing the unit.

One last note: depending on the leadership position for which you are registered, you may not see every tool that someone else has available on their dashboard. So, it's important that when your unit recharter at the end of each year, they accurately record your leadership position.

If you have trouble logging in to My.Scouting.org, contact Office Manager Lisa Olson for assistance.

Scoutbook

Scoutbook is an advancement tracking tool. From the first knot tied to final hours of service performed, the Scouting experience is a journey like none other. And Scoutbook is your go-to tool to ensure not a moment is missed – tracking advancement, milestone achievements and all the fun along the way. It also has messaging, help forums, service, hiking, camping tracking and calendaring features.

Important Reminders for Scoutbook:

- Adding or transferring a scout or adult to your unit's Scoutbook account does not register them with your unit and doesn't mean they have a valid membership. All Scouts and adult leaders must complete an application, either online or submit a paper (or PDF version) of the application. This is true whether a person is new to Scouting, changing from one pack, troop or crew to another, or even changing adult leader positions.
- Once an application is processed, the individual should appear in your unit's Scoutbook in approximately 24-48 hours. Wait for this sync to occur, instead of manually adding anyone.
- Scoutbook doesn't allow duplicate emails, so the same email address can't be used for two accounts.
- Your Scoutbook login is the same as your My.Scouting.org login. If you aren't sure if you have a login, you can't remember your login, need a password reset or you're

getting an error, contact Office Manager Lisa Olson.

- Scoutbook Guide: help.scoutbook.scouting.org
- Scouting Forums: discussions.scouting.org

New to Scouts BSA? Get the Quick Start Guide!

If you're new to Scouts BSA, we've created a digital "10 Essentials Quick Start Guide" for you. These are 10 easy steps with videos, links, etc. to get you and your Scout started on your incredible journey with us! (Unit leaders: please add a link to the guide in your "Be a Scout" welcome message to new members. Feedback is always welcome too!)

Get the Scouts BSA 10 Essentials Quick Start Guide

BSA Incident Reporting Requirements

Incident Reporting will be a highly monitored reporting area in the Scout post-bankrupt operating environment. We need to ensure that all Scout leaders understand what Incident Reporting is and why it is important that all incidents are accurately and timely reported. Scouting strongly encourages units to report any incident so risk management can ensure any unsafe conditions are addressed and safety measures are put in

place. We may also recommend training that may need to be created or enhanced to ensure safety and for insurance purposes. The Incident Report landing page link below, will explain why reporting is so important and the links to the appropriate report.

[Incident Reporting Landing Page](#)

[Incident Reporting Requirements](#)

[Near Miss Reporting Tool](#)

[Incident Reporting Tool](#)

[Youth Protection/Membership Infraction Reporting Tool](#)

Please share this information with other unit leaders and assistants so they are aware of the reporting requirements.

Council Key 3 Update On National BSA Bankruptcy

Dear Scouting Family,

The Boy Scouts of America (BSA) has made substantial progress in its Chapter 11 case by reaching an agreement alongside the Ad Hoc Committee of Local Councils with the Coalition of Abused Scouts for Justice, which represents a large majority of claimants in our Chapter 11 case, the Official Tort Claimants Committee (TCC), and the Future Claimants Representative (FCR). This agreement ensures that the BSA has the overwhelming support of survivors for our proposed Plan of Reorganization, which is a key step in the BSA's path toward emerging from bankruptcy.

The national organization has agreed to contribute assets with up to \$250 million in value to the Trust for survivors. Working through the Ad Hoc Committee of Local Councils, local councils have committed to making a substantial contribution in the form of \$500 million of cash and properties. Local councils would also be credited with as much as \$100 million to be paid from a Special Trust created under the BSA's Plan of Reorganization that would be funded with excess payroll cash that would otherwise be contributed to the over-funded defined benefit pension plan, also known as the pension fund, so long as the pension fund is over-funded by at least \$100 million at the time of payment. The establishment and operation of the Special Trust does not impact defined benefit pension plan payments to current or future retirees or the BSA's current pension plan for current or former employees at the Mayflower Council or any other local council.

We are hopeful that this progress toward a global resolution benefits the entire Scouting community, as this agreement will help local councils like ours make contributions to the Trust without additional draw on their assets, allowing us to move forward with the national organization toward emergence as one Scouting Family.

The Mayflower Council continues to communicate with national leadership via the Ad Hoc Committee of Local Councils and is collaborating with all parties to the BSA's Chapter 11 case to find a solution that will appropriately fund a Trust to compensate survivors while also ensuring the future of Scouting. The Mayflower Council has no plans to liquidate any of our three camping properties to fund our contribution to the Trust. We, also, understand from both the national organization and the Ad Hoc Committee that the proposed agreement will not impact any pension benefits provided to current or former employees of the Mayflower Council.

We remain as committed as ever to delivering Scouting's unparalleled experiences to young people throughout our

communities. We are providing an exciting summer of adventures and character-building activities, including Adventure Day Camp at Camp Resolute, Scouts BSA Summer Day Experience at Camp Resolute, Scouts BSA Resident Camp at Camp Squanto, and both tent and cabin camping at Nobscot Scout Reservation.

Yours in Scouting,

Ian Johnson
Council President

Josh Paulin
Council Commissioner

Bryan Feather
Scout Executive / CEO

Unit Program Planning

To deliver the promise of Scouting, your unit needs a great program. And to deliver a great program, your unit must Be Prepared with a plan. With many units returning to in-person meetings and activities, it is a good time to review upcoming program plans and to plan for the upcoming year.

Your unit's annual program plan also helps with:

- **Developing the unit budget**
- **Setting goals** for popcorn sales
- **Recruiting youth** – Families like to see what fun activities they can expect
- **Recruiting help** – When you know what events are coming

up on your unit calendar, you have more opportunity to ask parents to help out with specific tasks

Program Planning Resources

Cub Scout Pack Meeting Plans

Pack Committee Resources

Scouts BSA Unit Program Planning Tools

Venturing Annual Program Planning

Sea Scouts Program Toolbox

Exploring Program Planning Meeting Guide

Exploring Activity Library

Full-Face Snorkel Mask Use Prohibited

Full-face snorkel masks are combinations of a built-in snorkel with a mask covering the entire face. Due to several unexplained fatalities involving the use of full-face snorkel masks, their use is prohibited in all BSA aquatic activities. BSA is closely following aquatics industry efforts to further investigate the safety of full-face snorkel masks.

Full-face snorkel masks are prohibited in all BSA aquatic activities; all participants should use traditional snorkel/dive masks and tubes.



National BSA Member Fee Increase 2021

The national annual membership fee is increasing by \$6, about 50 cents per month effective August 1st, because the costs associated with Scouting, including the cost of liability insurance, continue to increase and the organization is not able to subsidize the increased costs as it had in the past.

New Event Registration & Calendar Platform

Our council has begun transitioning to a new online event registration platform named Black Pug, which is used by almost half of all Boy Scout councils nationwide. The previous system, Doubleknot, was a major step forward when we adopted it nearly 16 years ago. After careful, thoughtful and detailed evaluation we believe the Black Pug platform will be an improvement, addressing multiple issues brought up by our members and volunteers and improving your experience when signing up for camps and other activities and accessing the council calendar.

The transition to Black Pug has already begun. Many of our recent events and summer camp sign-ups have been utilizing the new platform. Black Pug will soon become the new platform for the council calendar providing many of the most requested features including calendar subscription links and RSS feeds. We anticipate the full integration of Black Pug into the council website to be completed by June 1.

Individuals and units will have until July 31 to archive any data on the Doubleknot system they wish to retain and we will be sunsetting Doubleknot in Mayflower Council in early August.

We are excited to be sharing this new event registration system with you and we thank you for your patience as we make this transition. We look forward to serving you better. If you have any questions or need assistance with Black Pug please contact Lisa Olson our Black Pug subject matter expert.

2021 Camp In A Box Not Your Typical Summer Camp

Susquehanna, Mayflower, Juniata Valley, Washington Crossing, Five Rivers, Westmoreland Fayette and Baden Powell Councils are excited to offer for the 2nd year, an alternative summer camping experience in 2021 – Camp in a Box 2021.

Camp-in-a-Box 2021 provides the opportunity to select from 45 merit badge offerings (tentatively) and/or participation in the New Scout Program.

The Scout will have the opportunity to complete all or most of the requirements for each merit badge offered. Seventeen of the merit badge offerings provide the Scout the opportunity to complete all of the requirements to earn the merit badge. Twenty-eight of the merit badge offerings provide the Scout the opportunity to complete most of the requirements to earn the merit badge but will require completion of selected requirements after Camp-in-a-Box. After Camp-in-a-Box, some councils may provide in-person opportunities to complete some of the remaining requirements, but not all. Thus, the Scout will likely have to coordinate with a local counselor to complete many or all of the remaining requirements.

Scouts will have the opportunity to enroll in up to five offerings in a week – all merit badges or a combination of New Scout Program classes and merit badges.

List of Tentative Merit Badges

American Business	Chess	Family Life	Leatherwork	Salesmanship
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American Heritage	Cit. in the World	Fingerprinting	Mammal Study	Scholarship
Animation	Coin Collecting	First Aid	Music	Small Boat Sailing
Archaeology	Collections	Game Design	Nature	Space Exploration
Archery	Communication	Gardening	Painting	Stamp Collecting
Art	Digital Technology	Genealogy	Photography	Textile
Basketry	Electricity	Indian Lore	Public Health	Theater
Bird Study	Electronics	Kayaking	Pulp and Paper	Weather
Canoeing	Energy	Law	Safety	Woodcarving

Tentative Schedule

	<u>Monday</u>	<u>Tuesday</u>	<u>Wednesday</u>	<u>Thursday</u>	<u>Friday</u>
<u>Period</u>					
10:30 – 11:55 am	Session 1	Session 2	Spirit Day	Session 3	Session 4
1:00 – 2:25 pm	Session 1	Session 2	Work	Session 3	Session 4
2:30 – 3:55 pm	Session 1	Session 2	on	Session 3	Session 4
4:00 – 5:25 pm	Session 1	Session 2	Merit Badges	Session 3	Session 4
6:30 – 7:55 pm	Session 1	Session 2	At Home	Session 3	Session 4

Planned class size limit

The maximum size limit for any class will be 15 Scouts, with a

few classes limited to 10 Scouts.

Cost

The all-inclusive fee for a Scout participant will be \$135.

GUIDE FOR SCOUTS/UNIT LEADERS/ AND PARENTS

Register Now

Adventures Begin at Resolute Base Camp!

The all-new Resolute Base Camp kicked off on Saturday, May 8 with a weekend program called Outdoor Experience. Participants were excited to be the first ones to climb the monkey bridge, shoot BB guns or throw tomahawks.

With eight activity areas to visit, over 40 Scouts and their families had a fun-filled day at Resolute Base Camp in Bolton, MA. From cooking, pioneering and camping to first aid and navigation, there was plenty to do and outdoor skills to learn under the guidance of a knowledgeable staff.

Following a strict Covid-19 check-in protocol, participants were formed into groups and rotated to each of the activity areas throughout the day. This assured that Covid-19 restrictions were being adhered to, but also allowed each group to visit all areas.

A special shout out to Troop 126 Franklin and Pack 39 Stow for joining us and thanks to all our volunteers for helping to kick off programs at Resolute Base Camp!

Outdoor Experience is an exciting new program offered on most weekends throughout the year. Units can work towards specific advancements and awards while non-Scouts can participate in fun outdoor activities and skills development. Registration for our next Outdoor Experience on June 5th is opening soon.

Scouts BSA Summer Experience is a re-imagining of the traditional week-long “residential” summer camp feel in a daytime-only format. The Summer Experience takes advantage of new Resolute Base Camp facilities while building on the legendary history and traditions of Camp Resolute.

Adventure Day Camp is back this summer! Get set for fun, adventure and a whole lot of new experiences at our week-long camps! Located just across Little Pond from Resolute, we offer weeklong day programs developed especially for boys and girls entering grades 2-5 in the fall of 2021.

Learn all about Resolute Base Camp and get registered today!