



Sample Parent Orientation Meeting Agenda

Before the meeting (20-30 minutes)

- Set up table and chairs, as needed
- Roster from Joining Night
- Youth and adult registration applications (for new families)
- Review Parent Orientation Agenda
- Ceremony and games equipment
- Pens

Opening (5 minutes)

- Lead the Pledge of Allegiance
- Introduce pack leaders

Pack Program/Fundraising (10 minutes)

- Discuss the pack's plans for the future, mentioning some of the more exciting activities
- Discuss the upcoming fall events and distribute event registration information
- Impact of popcorn sale as a fundraiser for the pack and each family

Dismiss the Cub Scouts to another room for games and activities with proper supervision

Unit Leadership Needs (15 minutes)

- Prepare list of unit leadership opportunities in advance...separate needs by jobs that need to be done every month (like Advancement) or things that get done seasonally (like organizing a campout)
- Using whiteboard, blackboard, or poster board—have list of all open positions in the Pack, with the number of volunteers needed for each position
 - Example: Pinewood Derby 3 adults, Blue & Gold 3 adults, Christmas Party 1 adult, etc.
- Ask for at least one adult from each family to participate in one of the roles until you have adequate leadership
- Discuss adult registration fees and uniforms
- Talk briefly about helping new leaders get started—training requirements, meeting resource guides, etc.
- Simple recognition for all parents who have just volunteered

Den Organization (20 minutes)

- Have the Cub Scouts rejoin the group and sit by grade level
- For dens that already have a Den Leader:
 - The den leader discusses den meeting dates, times and locations
 - Recruit parents to assist with den meetings
- For dens that do NOT have a Den Leader:
 - Another pack leader will need to guide the discussion



- Discuss the possible meeting dates, times and locations
- Talk with individual parents to secure den leadership

Reminder Announcements (10 minutes)

- Date, time, and location of the first Pack meeting
- Upcoming training courses
- Fall activity information
- Popcorn sale dates

After the meeting—enjoy fellowship and refreshments