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## THE UNIT ASSESSMENT

### PACK SCENARIO

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#### BACKGROUND

Pack 123 has for many years been the largest and most active pack in the Polaris District. Membership has averaged between 56 and 104 scouts over the past 4 years. Recently the cubmaster has been running a one man show. The committee chair has served in name only. The committee has 16 parents including all the den leaders. Only 3 of the members are fully trained. The chartered organization representative is active and involved in the unit. This past year has been turbulent with the cubmaster running the pack “his way” and making waves with the district and the troop chartered to the same organization.

#### PLANNING AND BUDGET

A member of the committee serves as treasurer and maintains all financial records. The pack has \$9,000 in its treasury and has been looking to purchase a trailer, but that is being discouraged by the chartered organization. The unit participates in popcorn sales. All program planning is done by the cubmaster and tends to be completed month to month.

#### MEMBERSHIP

The pack has always held very successful joining nights/rallies. Its membership trend has been

- 12/31/2011 – 56 youth
- 12/31/2012 – 80 youth
- 12/31/2013 – 104 youth
- 1/1/14 rechartered with 67 youth

The sharp drop-off is attributed to the actions of the cubmaster, who has now resigned.

#### PROGRAM

The Pack has been very successful with their advancement program with 100% of their youth advancing one rank in 2013. In 2013, 23 of their scouts attended summer camp, up from 16 in 2012. However with 80+ youth, the percentage going to camp is not very high. The pack has den meetings, and pack meetings on a regular schedule.

#### VOLUNTEER LEADERSHIP

All currently-registered adult leaders are current on youth protection training, however only 3 of the 16 adults listed on the 16 member committee are fully trained. There are 4 committee members, including the chair, and 8 den /assistant den leaders and the COR. Most den leaders are missing their leader-specific training. Recently the cubmaster was running a “one man” show, doing all the cubmaster tasks and also the committee chair tasks. The committee chair was in name only on the charter. The cubmaster was making negative comments about the district and troop (same chartered organization)

personnel not doing their jobs. The negativity cost the unit many families. The COR and the district director became involved and discussed the situation with the COR. The COR gave the cubmaster a heads-up of the discussion and the recommended course of action: (1) strengthen the committee chair position with a new person, (2) review succession plans for a new cubmaster, or, (3) the outright removal of the CM and CC replacement with new volunteers. The CM sent a letter of resignation and also got his “supporters” worked up over this. This caused the COR and the board of directors at the chartered organization to become upset and the district staff became involved again. They held a parents meeting, which calmed things down slightly. The chartered organization sent a letter to the CM and told him he would need to follow the BSA prescribed method of running a pack or they would find a new cubmaster. After pulling back his previous resignation, he then resigned again. Currently the pack is being run by the non-engaged committee chair.

### TASK #1

Assess Pack 123:

1. Rate Pack 123 on a scale of 1 – 5 (Red/Yellow/Green)
2. Identify the unit’s key strengths and needs.
3. Identify at least one opportunity to link a unit need to district operating committee resources.
4. Develop three to five SMART goals to address the unit’s needs.

### TASK #2

Demonstrate how Commissioner Tools can capture your assessment of Pack 123:

1. Create a *Simple Assessment* of Pack 123.
2. Create an *Intermediate Assessment* of Pack 123.
3. Create a collaborative *Detailed Assessment* of Pack 123.
  - a. Have some team members represent the unit commissioner’s perspective
  - b. Have some team members represent the pack leaders’ perspective.
4. Create a Unit Service Plan in your *Detailed Assessment* of Pack 123.
5. Create at least one *Simple Assessment* to report on Unit Service plan progress.
6. Provide feedback on at least one *Roundtable Contact*.

# ***UNIT ASSESSMENT SCORING MATRIX***

<b>RELATIVE RANKING</b>	<b>SCORE</b>	<b>COLOR</b>	<b>DEFINITION</b>
<b><i>HIGH</i></b>	<b><i>5</i></b>	<b><i>GREEN</i></b>	<b><i>NEARLY AN IDEAL SITUATION</i></b>
<b><i>MEDIUM-HIGH</i></b>	<b><i>4</i></b>	<b><i>LIME</i></b>	<b><i>MAKING PROGRESS TOWARDS THE IDEAL UNIT</i></b>
<b><i>MEDIUM</i></b>	<b><i>3</i></b>	<b><i>YELLOW</i></b>	<b><i>TYPICAL UNIT; COULD BE IMPROVED</i></b>
<b><i>MEDIUM-LOW</i></b>	<b><i>2</i></b>	<b><i>ORANGE</i></b>	<b><i>NEEDS IMPROVEMENT; WATCH CAREFULLY</i></b>
<b><i>LOW</i></b>	<b><i>1</i></b>	<b><i>RED</i></b>	<b><i>WEAK SITUATION; NEEDS IMMEDIATE ACTION</i></b>

**A SIMPLE ASSESSMENT**

**OVERALL ASSESSMENT SCORE**

**COMMENTS**



## Commissioners of Boy Scouts of America

**Pack 0465** - [NAME OF CHARTER ORGANIZATION]

Contact Date - jUNE 01 2015

Greetings:

Our Council has begun using the New Commissioner Tools on [my.Scouting.org](http://my.Scouting.org).

As Unit Commissioner, my top priority is to help you and your Unit deliver the best possible Scouting experience to your youth. I am sending you a Unit Assessment form directly from the New Tools that can help us with that process. Please take a few minutes, in collaboration with the other members of your units Key Three (the unit leader, committee chairman, and chartered organization representative have all received this email) to complete it. During my next visit, I hope to discuss with you the results of your Unit self-assessment.

A link to this Form is below. If you click on the link and the program does not open, please do not give up; copy and paste it into your browser (Chrome and Firefox are recommended) and try that.

[Click Here to View Your Information](#)

Thank you and I will see you soon.

Yours in Scouting,

Chuck Johnson, Commissioner

[chuckjohnson@email.com](mailto:chuckjohnson@email.com)

# COMMISSIONER

## 2015 Pack Assessment

### Section: 1 Pack Contact Details

Unit

Date of Contact

Contact Made By

### Section: 2 Training and Membership

YPT Current

YPT Expired

YPT Never Taken

Training Data As Of

Leaders Not Trained

Leaders Trained

Leaders Not Trained List

YPT Status List

Youth Registered in Unit

Adults Registered In Unit

### Section: 3 Planning and Budget

Planning and Budget Assessment Score

Planning and Budget Assessment (Select score or answer questions below to calculate score).

Commissioner Comments

# 2015 Pack Assessment

Planning and Budget: Have a program plan and budget that is regularly reviewed by the pack committee, and it follows BSA policies relating to fundraising.

Commissioner Comments

Action Needed

Accountability

Target completion date

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Actual completion date

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## **Section: 4**      **Membership**

Membership Assessment Score

Membership Assessment (Select score or answer questions below to calculate score).

Commissioner Comments

Retention: Retain a significant percentage of youth members.

Commissioner Comments



# 2015 Pack Assessment

Building Cub Scouting: Have an increase in Cub Scout membership or maintain a larger than average pack size.

Commissioner Comments

Webelos-to-Scout Transition: Have an effective plan to graduate Webelos Scouts into Boy Scout troop(s).

Commissioner Comments

Action Needed

Accountability

Target completion date

Actual completion date

## Section: 5 Program

Program Assessment Score

Program Assessment (Select score or answer questions below to calculate score).

Commissioner Comments

Advancement: Achieve a high percentage of Cub Scouts earning rank advancements.

# 2015 Pack Assessment

Commissioner Comments

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Outdoor Activities: Conduct outdoor activities and field trips.

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Commissioner Comments

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Day/Resident/Family Camp: Cub Scouts attend day camp, family camp, and/or resident camp.

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Commissioner Comments

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Service Projects: Participate in service projects.

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Commissioner Comments

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Pack and Den Meetings: Dens and the pack have regular meetings.

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Commissioner Comments

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Action Needed

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Accountability

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Target completion date

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Actual completion date

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# 2015 Pack Assessment

## Section: 6 Volunteer Leadership

Volunteer Leadership Assessment Score

Volunteer Leadership Assessment (Select score or answer questions below to calculate score).

Commissioner Comments

Trained Leadership: Have trained and engaged leaders at all levels.

Commissioner Comments

Action Needed

Accountability

Target completion date

Actual completion date

Leadership Recruitment: The pack is proactive in recruiting sufficient leaders.

Commissioner Comments

Action Needed

# 2015 Pack Assessment

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Accountability

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Target completion date

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Actual completion date

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## **Section: 7**      **Unit Priorities and Other Details**

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Unit striving to achieve the following JTE Award:

Key Leader(s) changing within the next 4 months:

Calculated Score

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Membership

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Advancement

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Program/Activity/Camping

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Training

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Finance

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Leadership (Youth or Adult)

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# 2015 Pack Assessment

Need to discuss unit with ADC/DC (optional)

Have a possible UC candidate in this unit (Enter name and contact information)

Youth Attendance: (only for meetings where youth would be in attendance)

Issues with Key 3

Unit not meeting

Unit with no leader

Unit with no committee

Unit with no new members

Unit conflict with the Chartered Organization

New unit leader lacks orientation or training

Unit with weak leadership