

SR917 Orientation Meeting

May 21, 2008

Council Service Center

Expectation of Excellence

- In the past, much work has been done with the Troop Guides to prepare presentations. This time there will be rehearsals for non-TG's also.
- The ticket process also needs improvement. A workshop will be conducted to help everyone understand the terminology and expectations.

Introduction Activity

John McCulla led staff introduction activity. Also review the roster and give corrections to the Scribe.

Stop, Start, Continue

John McCulla explained the concept and tool. The forms, for continuous use throughout the course, were distributed.

Parking Lot also came up. If you think of something that you would like brought up to the group, write it down and give to Al Best. Also please give feedback to Al on the meeting at the end.

Troop Guides will be training patrols on Introduction Activity and Stop, Start, Continue.

Physicals

Everyone needs an up-to-date Class III Physical on file to participate. These are to be given to the ASM-Facilities/Support. Copies only. When the course begins, the forms will be passed on to the Medical Coordinator (Felicia) and will be destroyed at the end of the course. If you have an medical needs or accommodations to be made: talk to the ASM-Support now.

Calendars

- **SDM1** – Saturday, June 21, 2008, beginning at 7:30 a.m. (FQM will provide continental breakfast) at the Council Service Center and will last all day. FQM will provide lunch.
- **SDM2** – Friday, July 25, meeting beginning at 7:15 p.m. (brown-bag supper, if you like, at ~6). Then again on Saturday, July 26, 2008, beginning at 8:00 a.m. The Saturday meeting may go into Saturday night. These sessions will also be at the Council Service Center. FQM staff will provide breakfast and lunch on Saturday.
- **SDM3** – Friday, August 22 at 7:30pm through Saturday, August 23, 2008 at 5:30pm?, at Cub Camp in Goochland. This is an “all hands” meeting; no exceptions!
- **Staff Day, Weekend 1** – Thursday, September 18, 2008. As many as possible are needed for set up. Your estimated time of arrival is also needed in order to plan for food that day; Tell the ASM-Support when you plan to arrive.
- **Weekend 1** – Friday, Sept. 19 – Sunday, Sept. 21, 2008 at Cub and Webelos Adventure Camp, Goochland.
- **Staff Day, Weekend 2** – Friday, Oct. 17, 2008. Tell the ASM-Support when you plan to arrive.
- **Weekend 2** – Saturday, Oct. 18 through-Monday, Oct. 20, 2008.
- On the weekends of the course, staff are able to leave as soon after the “other fellow Scouters” as possible. We do as much as possible as we go along.

Changes in Course

- Everyone needs to be familiar with *The Syllabus*. “Spiritual stuff” is now integrated throughout the course.
- The questions for the WB Game Show are different. The questions come from the presentations—will they know the answers from your presentation?

Administrative Guide

Only persons in certain positions really need a copy of the document. If you want one, the electronic version is on Al’s website. Also, Bennie Good, Techno-Scribe, distributed DVD’s of the course videos, which everyone needs to view. The *Administrative Guide* is on that too.

There is an additional CD with all kinds of stuff from WB21 courses.

THERE IS AN ELECTRONIC VERSION OF EVERYTHING SOMEWHERE. If you don’t see it, ask Al or Bennie.

Presentations

Presentation assignments and presentation schedules in handouts. A WB Handbook will be prepared with a summary of each presentation. No handouts of PowerPoint slides. It was decided that the handouts will be given to our fellow Scouters at the beginning of the weekend when those presentations will be given.

In planning your presentation, remember Training Methods. Why should they listen to you? Staff broke out into training teams to schedule meetings for practice presentations.

Electronic Devices at Camp

Camp now has WiFi. Laptops will be useful at camp for writing tickets, but we need to discourage the use of laptops, Blackberries, cell phones, etc. during the WB weekends, particularly during presentations. These are adults, but we need to make the message clear. See exactly how these electronic devices are strongly discouraged in the confirmation letter to Our Fellow Scouters.

Recruiting

Those attending the course should be referred to as “our fellow Scouters,” not “participants” as in the past.

Forty-eight registered attendees is needed for a full course. A minimum of thirty is needed to hold a course. It has been recommended that we overbook, taking more than 50. As many as seven can be assigned to a patrol, so 56 is our goal. As of today, fifty-four (54) are registered with thirty-nine (39) paid. We still need 15 more paid slots for the course to be considered full, but the course is definitely a go. Of the fifteen yet to pay, all have received the information package and been informed that another person who has paid the registration fee can take a spot.

Venture Youth

Carol Pilgrim will be coordinator of the Venture youth to assist with Day 4 on the second weekend. Anyone working with Venture crews, please try to find youth willing to come out that Friday night and help on Saturday.

Administrative Support

Tom Johnson stated that he and the FQM staff are there to support the needs of the course, but must be informed of needs with enough notice to allow them time to prepare or procure. In the syllabus there is a needs list, but you must complete the Session Needs Form to make sure they are aware. Blank forms were distributed—and are available on the staff web site in the “handouts for SDM0” link.

Uniforms & Orders

Although there is information floating around regarding new BSA uniforms, those will not be available in time to use for this course. Staff should wear the uniform representing their current position and unit in Scouting. We will try to encourage a balance of Cub, Boy Scouts, Venture, units, district staff, etc.

Shirts - Heart of Virginia Council strips edged with the color for the course will be ordered and distributed in time to get them on uniforms prior to the first weekend. Only one “Quality Unit” patch should be on the sleeve.

Pants - Official BSA pants and shirts are required. BSA web belts with regulation buckle.

Shorts encouraged, but not mandatory. BSA Switchback pants okay.

Red Jac-shirts will be needed. If you don’t have one and don’t want to purchase one, borrow one. Jac-shirts can have one high-adventure patch on the front, and one large Scouting patch on the back.

Wood Badge staff name tags will be worn. If you don’t already have one, you’ll get one, but the correct spelling of the name you want on it is needed. A list was passed around by the FQM for this purpose.

Uniform orders - Nancy Fonseca distributed uniform order forms with current “at cost” prices. This is an opportunity for staff to purchase personal uniforms, not supply their unit. *Please have your order form, money or check for the total cost plus \$2.00 ready to give to Nancy at the June 21 meeting.*

Staff Fee

The staff fee is \$170 (check payable to “BSA”). That will include food, one course shirt, course hat, two course CSPs, two course patches, nametag, and materials. Give money to Robin Rush at Council Service Center.

Special Needs of Our Fellow Scouters

Chris will review information sheets, as they are received, to identify any special needs (dietary, medical, physical, religious) of those attending the course. The information will be shared with those who need to know for purposes of planning.

Roster

The staff roster was reviewed and each person given the opportunity to verify or correct the information. Each also identified the preferred way to contact them.

Communication

Efficient distribution of information is critical. (Remember, for communication to take place, there must be a sender and a receiver) Points to remember:

- If you get something, respond that you got it. Let the sender know it made it there.
- When you respond to an e-mail, do not “Reply to All” unless necessary.

“An Example is spoken in a language everyone understands.”