

New for 2018

Using BeAScout.org electronic Youth and Adult applications, my.scouting.org Training Tools, the Internet Recharter Application, online payment at Seattlebsa.org, Recharter is paperless!

Local Council \$8 per registration Insurance Fee

Units Chartered to the LDS Church are now registered until 12/31/2019 no need to recharter. Continue registering new youth and adult leaders and continue the Scouting program. LDS units should complete Journey to Excellence

New Youth Protection Training version released 4/1/2018 must be completed by all leaders renewing for 2019. No separate Venturing Youth Protection Training.

Prepare for Recharter

- Insure all Youth and Adults that are renewing for 2019 are currently registered.
- Register any Youth or Adults that need to be registered using the Electronic BeAScout application. Any Key 3 can electronically approve Youth Application and the Chartered Organization Representative can Approve adult applications.
 - Electronic Applications only work for “New” youth and adults. Don’t use it for “transfers”, “multiples” or changing positions.
- Collect Unit Dues and/or do a unit fundraiser like Trails End Popcorn so unit can pay Registration, Boys Life, Insurance fee and the \$40 Unit Liability Insurance Fees.
- Insure you have the required positions for your unit registered:
 - Unit Leader (Cubmaster, Scoutmaster, Venturing Advisor, Skipper)
 - Committee Chair
 - 2 Committee Members
 - Chartered Organization Representative
 - At least one Den Leader if a Cub Scout Pack

Prepare for Recharter



Insure all Adults renewing for 2019
have Youth Protection Training
Completion Date of 04/01/2018 or
newer.

Hint: Complete Youth Protection Training in August or September annually If you have a Unit and District position like Merit Badge Counselor.



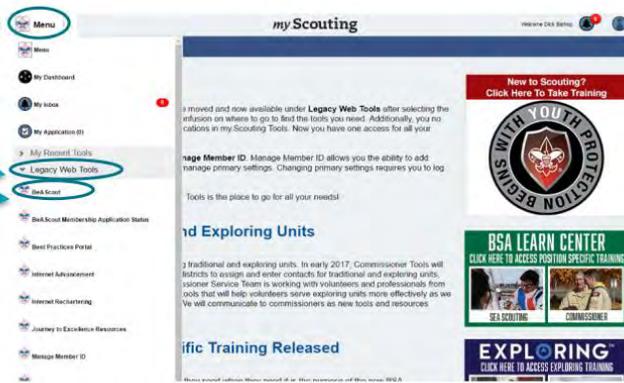
Insure all “Direct Contact” Leaders are
trained for their position:

Den Leader or Assistant: Den Leader Specific Training
Cubmaster or Assistant: Cubmaster Specific Training
Scoutmaster or Assistant: Scoutmaster Specific Training and
Introduction to Outdoor Leader Skills
Venturing Advisor: Venturing Advisor Specific Training
Sea Scout Skippers or Mates: Sea Scout Adult Leader Basic Training

Using BeAScout Electronic Applications

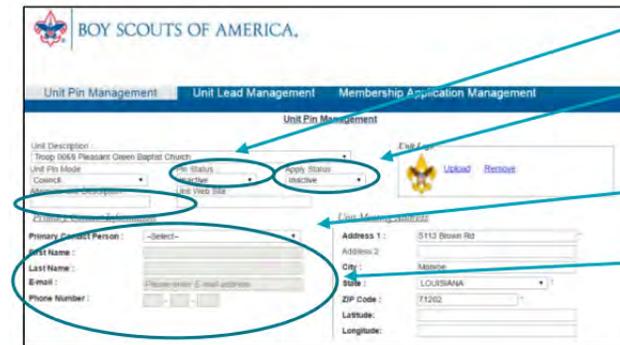
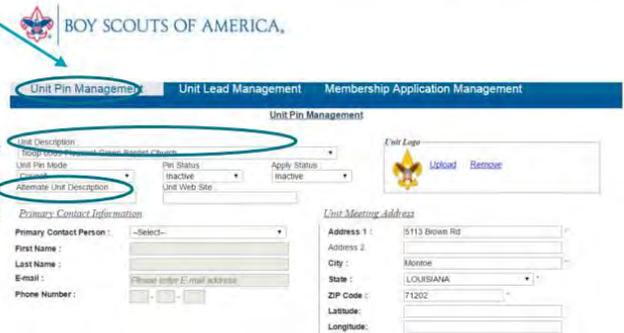
Step 2: Go to BeAScout tools

- Select Menu
- Select Legacy Web Tools
- Select BeAScout



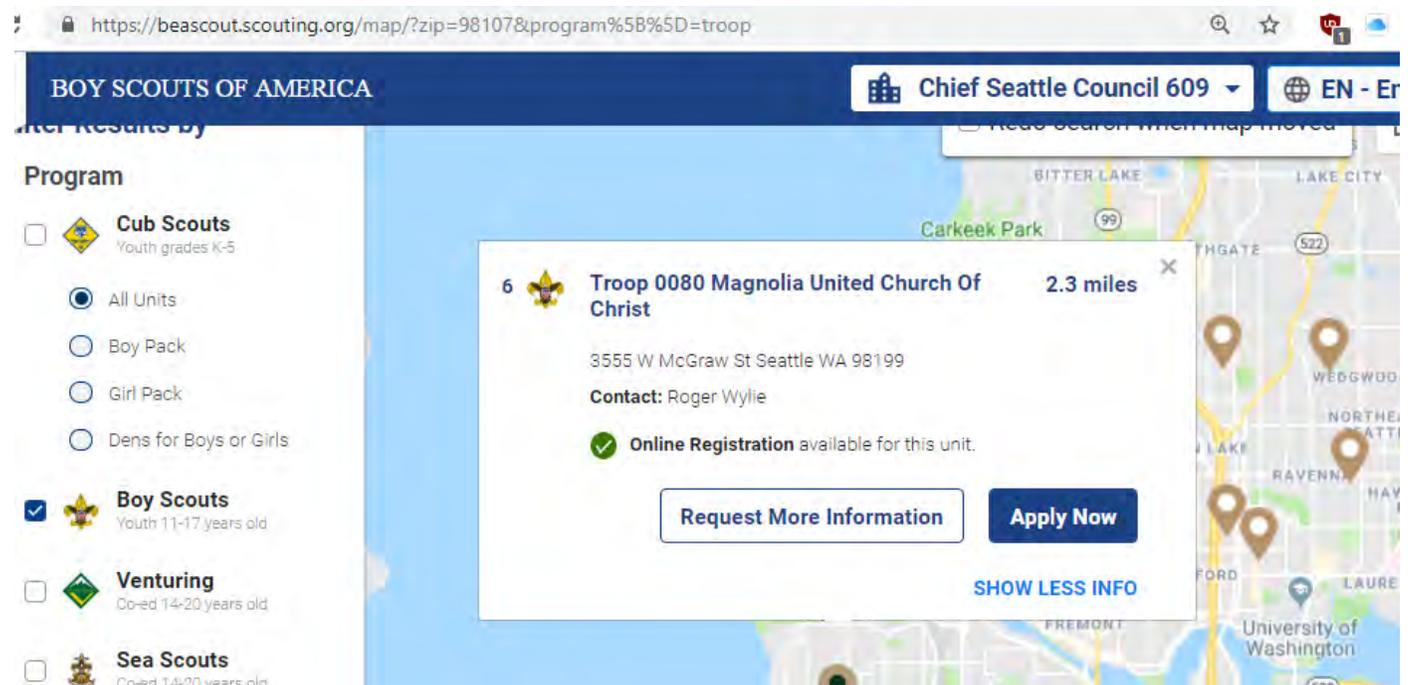
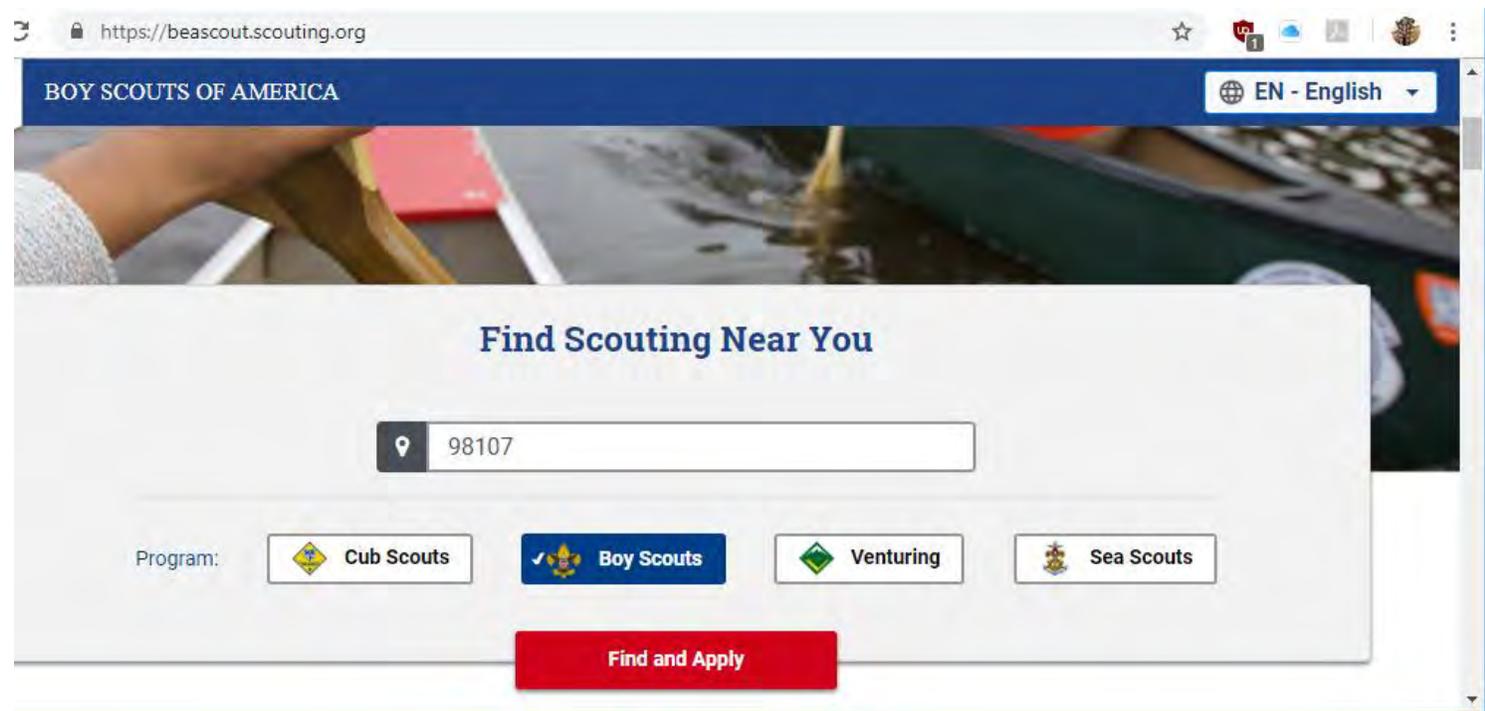
Step 3: Update your Unit Information

- Select the **Unit Pin Management** tab to enter information you want a prospective Scouting family to see when they select your unit's pin on the BeAScout map.
- If your unit is not listed in the Unit Description box, use the drop down menu to select your unit.
- Change your Unit Pin Mode to Unit** so that applications or requests for information will come directly to your unit Invitation Manager or Application Manager.



- Change your Pin Status to Active** so that your unit location shows on BeAScout.
- Set your Apply Status to Active** so that the "Apply Now" button displays on your units BeAScout pin.
- Enter your unit's web address** in the Unit Web Site box.
- Add your units Primary Contact information** – this will be the person that interested families will contact if they need more information. Be aware that this information will be visible when someone clicks on your unit's pin. It is recommended that you include an email address. The telephone number is optional and will only show if you select to display it.

Using BeAScout Electronic Applications



Approving BeAScout Electronic Applications

The screenshot shows the my.Scouting Application Manager interface. The browser address bar displays <https://my.scouting.org>. The page header includes the my.Scouting logo and a user profile for John Padgett. The main content area is titled "Application Manager" and shows a list of LDS units on the left: "Aurora North Seattle LDS" and "Aurora Shoreline LDS". The right pane is titled "Pending Acceptance" and shows a list of 5 total applications. Each application entry includes the applicant's name, contact information, and application details.

Name	Contact Info	Application ID	Status
Maxwell Williams	LIZBWILLIAMS@GMAIL.COM (206) 972-2804	0080	Pending Acceptance (23)
Nathan (Micah) Cholerton	CINDYCHOLERTON@GMAIL.COM (646) 265-8640	0100	Pending Acceptance (13)
Sean Kinley Richardson	TIFFANYCHERIE12@GMAIL.COM (206) 661-2742	0100	Pending Acceptance (4)
William Knox	IANJKNOX@GMAIL.COM (206) 612-9762	0121	Pending Acceptance (1)
Nathan Chapman	BRIAN@CHAPMANINSTITUTE.COM 206-399-3967	0167	Pending Acceptance (1)

PROGRAM SPECIFIC TRAINING



EXPANDED LEARNING



Finding Training at my.scouting.org BSA Learn Center

- Direct Contact Leader Training for all positions except the Introduction to Outdoor Leader Skills for Scoutmaster and Assistant Scoutmaster can be completed online!

The screenshot shows the 'CUB SCOUTING' section with a photo of scouts. Below it is the 'Scout Learning Plans' section, which includes a table of training plans. The table has columns for 'Training', 'TYPE', and 'COMPLETED DATE'. There are three rows of training plans listed.

Training	TYPE	COMPLETED DATE
Specific training designed for Scoutmaster and...	Standard Learning P...	N/A
Den Leader Training Training designed for Tiger Den Leader, Den Leader, Assistant...	Standard Learning P...	N/A
Pack Committee Training Position Specific training design for the Pack Committee Chair...	Standar...	N/A

The screenshot shows the 'my.Scouting' website interface. It features a 'New to Scouting?' banner with a 'Click Here To Take Training' button. Below the banner are several training tiles, including 'BSA LEARN CENTER' and 'EXPL...'. The website has a clean, professional layout with a blue header and white background.



TRAINED LEADERS REPORT

Council: Chief Seattle Council - 609 **Date Generated:** 10/04/2017 17:24:27 CST
District: Aurora - 01 **Generated By:** John Padgett
Unit: Pack 0301 St Matthew Parish

Count Summary:

Positions Not Trained: 4
 Positions Trained: 4

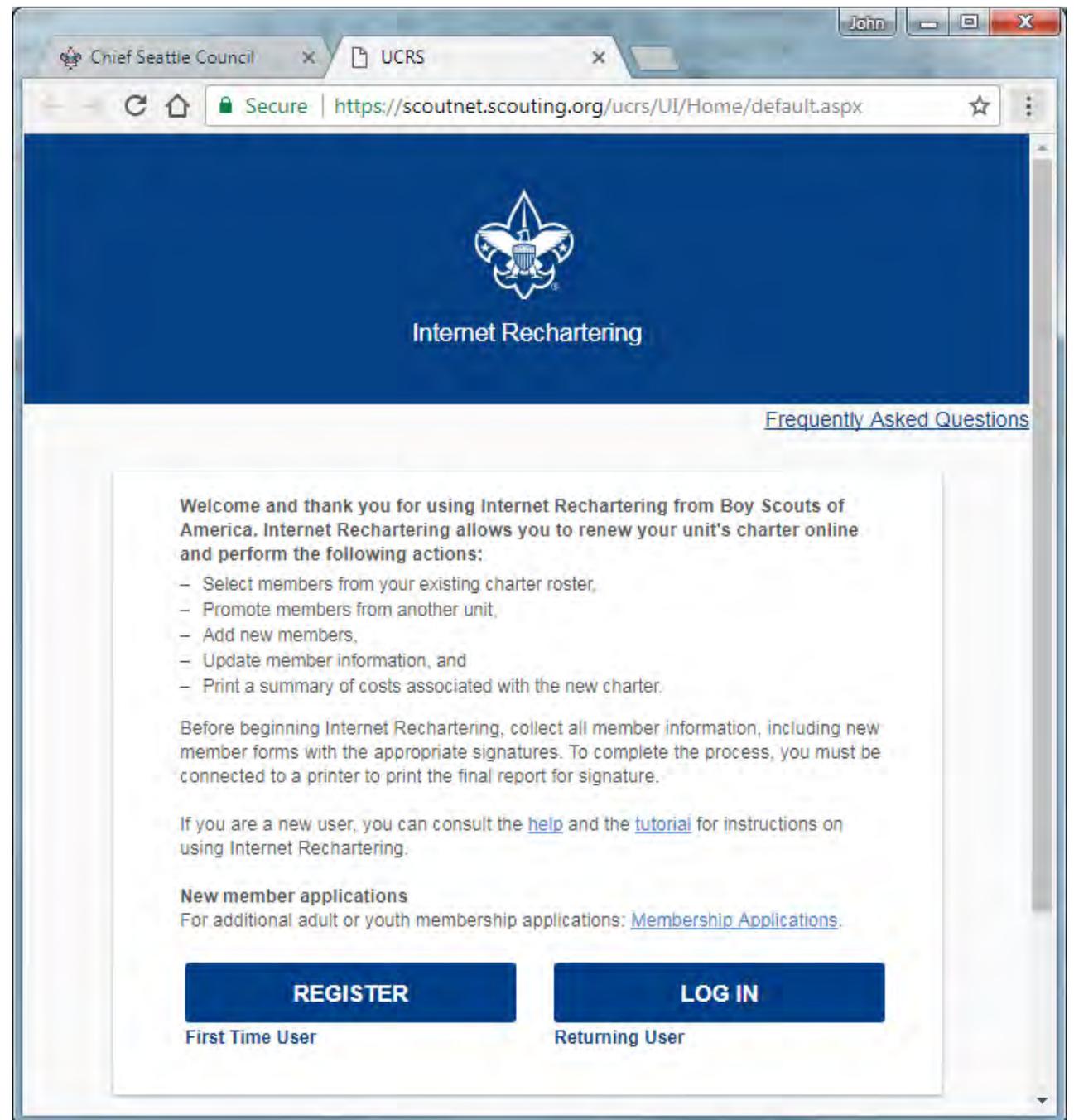
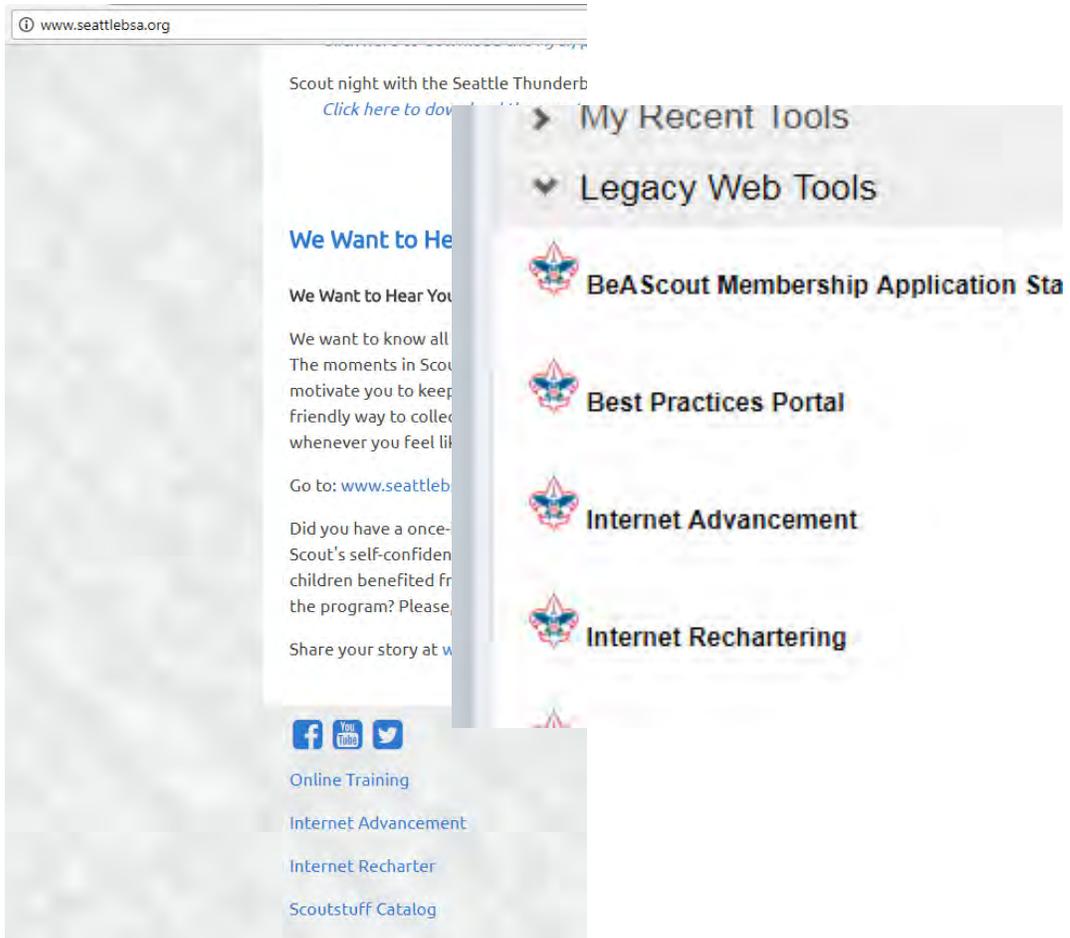
TRAINING INCOMPLETE

Name	Position	Additional Training Needed
Maria De La Paz Gau	Committee Member	C60 Pack Committee Member Pos Spec Tng Classroom
		SCO_200 Cub Scouting Purposes
		SCO_201 Year Round Fun
		SCO_202 Cub Scouting Ideals
		SCO_204 The Methods of Cub Scouting
		SCO_205 Working with Parents and Families
		SCO_206 Supplemental Leader Resources
		SCO_209 Effective Leadership
		SCO_210 How Dens and Packs Work
		SCO_214 Cub Scout Advancement
		SCO_215 Other Awards Cub Scouts Can Earn

The screenshot shows the 'myScouting' Training Manager interface. On the left, a list of units is displayed, including 'Aurora General 01-1', 'Staff (Aurora General 01-1)', and several church-based units like '0080 (Magnolia United Church Of Christ)'. The unit '0301 (St Matthew Parish)' is highlighted in blue. On the right, a 'Trained Leaders' section features a pie chart showing a 50/50 split between 'Trained' (green) and 'Not Trained' (red) leaders. A legend below the chart identifies the colors: a green square for 'Trained' and a red square for 'Not Trained'.

Finding a Trained Leaders Report at my.scouting.org

Find Internet Recharter at the bottom of Seattlebsa.org or the Legacy Web Tools of my.scouting.org



Use "First Time User" to start renewal for 2019 even if you did last years recharter. Use the Access Code for your 2019 Recharter.

Chief Seattle Council x Main x
Secure | https://scoutnet.scouting.org/ucrs/UI/Home/Main.aspx

Internet Rechartering - Chief Seattle Council Pack 0553



Chief Seattle Council Pack 0553

INTERNET RECHARTERING OVERVIEW

There are five stages in the Internet Rechartering process:

- Stage 1 Load Roster**
You choose whether to load the unit information either from the council or upload your unit record information from PackMaster or TroopMaster or TroopSoft.
- Stage 2 Update Roster**
You select the members you wish to renew, promote members, add new members, edit member information, and review the adult positions required in your unit.
- Stage 3 Check Roster**
Internet Rechartering automatically checks the roster against the BSA rules for membership. You make any corrections necessary.
- Stage 4 Summary**
You complete a final review of the membership roster and fees and make any final changes.
- Stage 5 Submit Roster**
You submit your final roster and print your Charter Renewal Packet for submittal to your council.

ROSTER REVIEW

Renew: 0 Adult, 0 Youth
New: 0 Adult, 0 Youth

BEGIN

Chief Seattle Council x UCRS Registration x
Secure | https://scoutnet.scouting.org/ucrs/UI/Registration/wbfValida...

Registration: Information and Password

Please enter your contact information and create your password to complete the registration process.

First name :

Last name :

Password :
(alpha numeric, 6+ characters)

Re-enter password :

E-Mail :

Re-enter e-mail :

Phone number : - - - (ext)

REGISTER

©2017 Boy Scouts of America. All rights reserved. [Privacy statement](#). Version 7.0.0.

Chief Seattle Council x UCRS: Load Data x

Secure | <https://scoutnet.scouting.org/ucrs/UI/Home/LoadData.aspx>

Internet Rechartering - Chief Seattle Council: Pack 0553



Chief Seattle Council: Pack 0553

1 Load Roster

LOAD ROSTER

To begin Internet Rechartering, choose one of the following options:

LOAD COUNCIL INFORMATION

Click here if you want to load your roster with council information and do not have a recharter file.

UPLOAD RECHARTER FILE

Click here if you are prepared to upload your unit records from a recharter file from PackMaster or TroopMaster or TroopSoft.

Warning: Once you have chosen one of the above options, you cannot choose the other. If you wish to change your choice, you must call the council and ask them to reset your unit. You must then reregister as a first time user and begin the process again.

ROSTER REVIEW

Renew: 0 Adult, 0 Youth
New: 0 Adult, 0 Youth

Chief Seattle Council x Review Roster x

Secure https://scoutnet.scouting.org/ucrs/UI/Home/Stage2.aspx

Internet Rechartering - Chief Seattle Council: Pack 0553



Chief Seattle Council: Pack 0553

- 1 Load Roster
- 2 Update Roster

WELCOME TO STAGE 2: UPDATE ROSTER

To update your roster, you perform the following steps:

- Update chartered organization information.
- Review your chartered organization information and make any necessary changes.
- Select members for renewal.
- Promote members.
- Select members from another unit to become members of your unit
- Add new members.
- Add new adults and/or new youth to your roster.
- Update member data.
- Update the personal information about the members on your roster, such as birthday, e-mail address, or occupation.
- Update adult positions.
- Update the adult positions. Internet Rechartering will assist you in making sure each required adult position is filled.

To proceed to the first step, click **Next**

Please wait for the roster to load completely. This may take a few minutes, depending on the size of your unit.

ROSTER REVIEW

Renew: 0 Adult, 0 Youth
New: 0 Adult, 0 Youth

NEXT

Chief Seattle Council x Update Charter x

Secure https://scoutnet.scouting.org/ucrs/UI/UCRSProcess/wbfCharterUpdate.aspx

Internet Rechartering - Chief Seattle Council: Pack 0553



Chief Seattle Council: Pack 0553

- 1 Load Roster
- 2 Update Roster
- Update Charter Information**
- Select Members for Renewal
- Promote Members
- Add a New Member
- Update Member Data
- Update Member Position

STEP 1 OF 6 : UPDATE CHARTER INFORMATION

Please review and update your chartered organization information.
When you have completed the changes, click **Next Step**.

Country:

Address 1:

Address 2:

City:

ZIP code:

NEXT STEP



- 1 Load Roster
- 2 Update Roster
 - Update Charter Information
 - Select Members for Renewal
 - Promote Members
 - Add a New Member
 - Update Member Data
 - Update Member Position

STEP 2 OF 6 : SELECT MEMBERS FOR RENEWAL

Below is your current roster.

All members are selected for renewal. Deselect the **Renew** check box for any members not renewing. When finished, click **Next**.

Note: Non-paid members should be automatically selected to renew. Fee status will be determined later.

Renew	Name	Street Address	Adult	Position	Person ID
<input checked="" type="checkbox"/>	Garr ardike	151 Pine	Adult	1.Cubmaster	12182725
<input checked="" type="checkbox"/>	Vale ardike	151 Pine	Adult	1.Committee Chairman 2.Chartered Organization Rep.	12182750
<input checked="" type="checkbox"/>	Melange	158 Pine	Adult	1.Executive Officer 2.Den Leader	131274892
<input checked="" type="checkbox"/>	Jack ow	175 Pine	Adult	1.Committee Member	132800396
<input checked="" type="checkbox"/>	Alicia ck	501 Pine	Adult	1.Den Leader	131504166
<input checked="" type="checkbox"/>	Luke	157 Pine Creek Pkw 348	Adult	1.Committee Member	129150584

Renew	Name	Street Address	Youth	Position	Person ID
<input checked="" type="checkbox"/>	Mica e	1581 Pine	Youth(Cub Scouts)	1.Youth Member (Cub Scouts)	132533305
<input checked="" type="checkbox"/>	Etha ow	1753 Pine	Youth(Cub Scouts)	1.Youth Member (Cub Scouts)	132533307
<input checked="" type="checkbox"/>	Emm d	1803 6th Way	Youth(Cub Scouts)	1.Youth Member (Cub Scouts)	132533303

ROSTER REVIEW

[Review / Print Roster](#)

Renew: 6 Adult, 5 Youth
 New: 0 Adult, 0 Youth
 Fees = \$462.00

Chief Seattle Council UCRS: Roster Review

Secure | https://scoutnet.scouting.org/ucrs/UI/UCRSProcess/wbfRosterUpdate.aspx

Internet Rechartering - Chief Seattle Council: Pack 0553



Chief Seattle Council: Pack 0553

- 1 Load Roster
- 2 Update Roster
 - Update Charter Information
 - Select Members for Renewal
 - Promote Members
 - Add a New Member
 - Update Member Data
 - Update Member Position

STEP 2 OF 6 : SELECT MEMBERS FOR RENEWAL

Below is a summary of the members who will be renewed with your unit and the members who will not be renewed.

If the information is incorrect, click **Previous** to make corrections. When the information is correct, click **Next Step**.

NOTE: You will be able to add members and change member information later in the process.
Following members are selected for renewal.

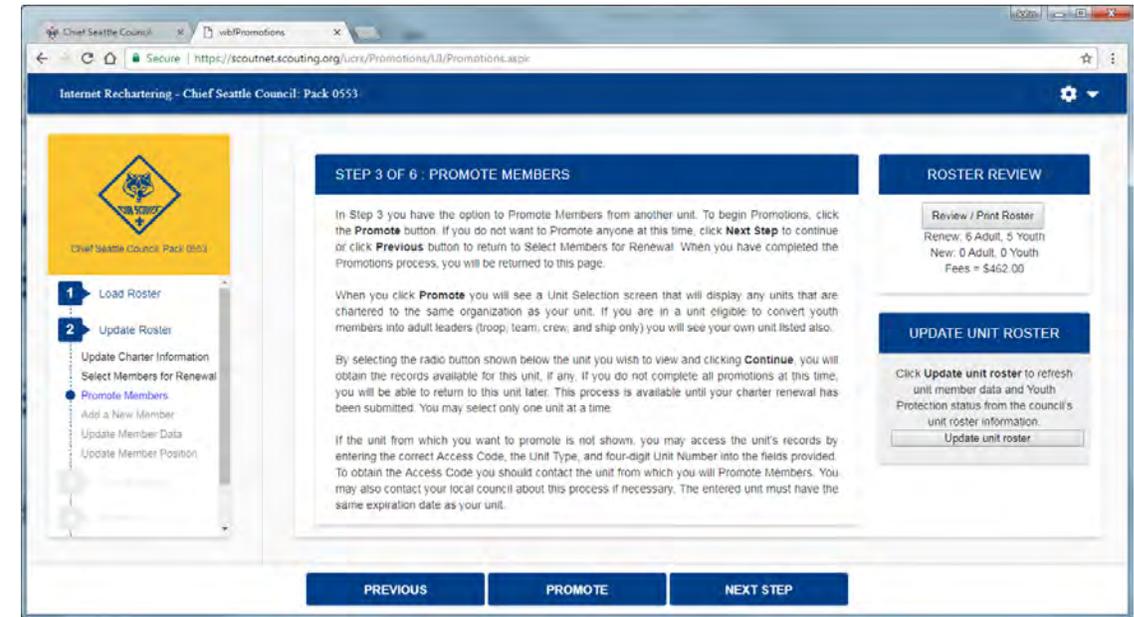
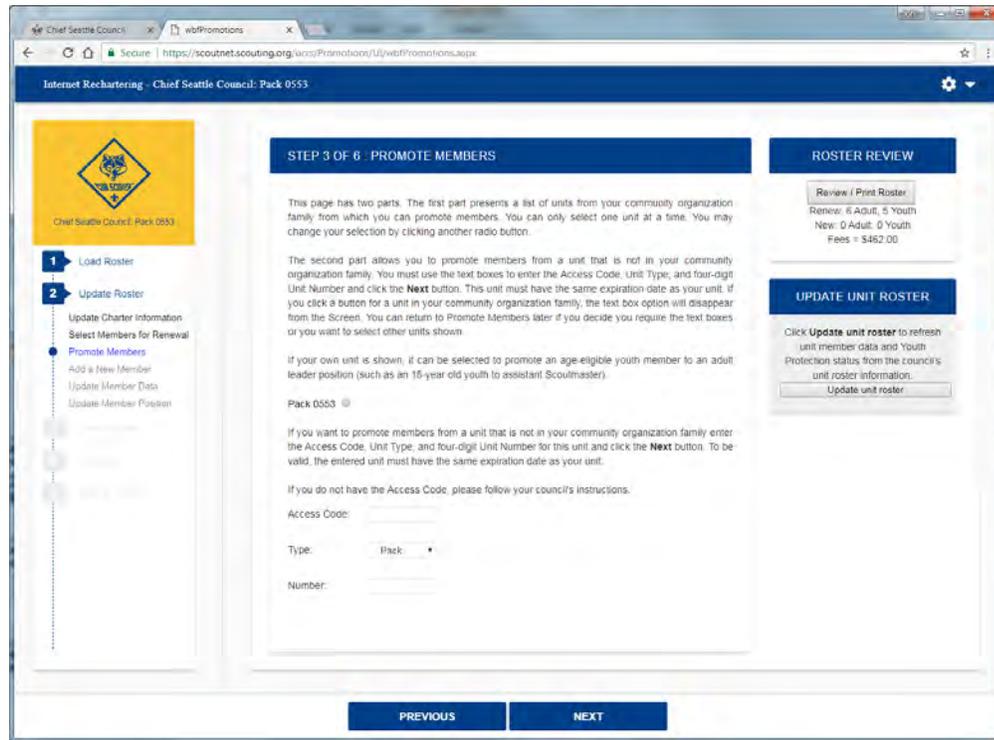
No.	Name	Street Address	Adult/Youth	
1.	Garn	erdike	15113 NE	Adult
2.	Valer	erdike	15113 NE	Adult
3.	Mela	nge	15812 NE	Adult
4.	Jack	ow	17533 NE	Adult
5.	Alicia	ock	5012 2 SE	Adult
6.	Luke		15791 nek Pkwy Apt A348	Adult
10.	Nola	rdike	15113 NE	Youth(Webelos)
7.	Mica	e	15812 NE	Youth(Cub Scouts)
8.	Etha	ow	17533 NE	Youth(Cub Scouts)
11.	Jack	ock	5012 2 SE	Youth(Webelos)

ROSTER REVIEW

Review / Print Roster

Renew: 6 Adult, 5 Youth
New: 0 Adult, 0 Youth
Fees = \$462.00

PREVIOUS NEXT STEP



Promote do no Transfer Members from other units since all units expire renew at the same time

Chief Seattle Council | UCRS: Add

Secure | https://scoutnet.scouting.org/ucrs/UI/UCRSProcess/AddRegAdult.aspx

Internet Rechartering - Chief Seattle Council: Pack 0553

STEP 4 OF 6 : ADD NEW MEMBER | **ROSTER REVIEW**

From this page, you can add new adults. When finished adding new adults, click **Next**.

Review / Print Roster
Renew: 6 Adult, 5 Youth

To add new adult, please click here -> **NEW ADULT**

PREVIOUS | **NEXT**

- 1 Load Roster
- 2 Update Roster
- Update Charter Information
- Select Members for Renewal
- Promote Members
- Add a New Member**
- Update Member Data
- Update Member Position

Don't Use "Transfer" all units expire on 12/31/2018 and fees won't calculate correctly.

Chief Seattle Council | Adult Application

Secure | https://scoutnet.scouting.org/ucrs/UI/UCRSProcess/wbAdultPositionInfo.aspx?isNew=Yes

Internet Rechartering - Chief Seattle Council: Pack 0553

STEP 4 OF 6 : ADD NEW MEMBER | **ROSTER REVIEW**

Page 1 : Add Adult

Transfer into this Unit: []

First name : John

Middle name : Gregroy

Last name : Padgett

Suffix : []

Primary position in unit : Committee Chairman

Position 2 : New Member Coordinator

Position 3 : Assistant Cubmaster

Position 4 : Lion Guide

Position 5 : []

Position 6 : []

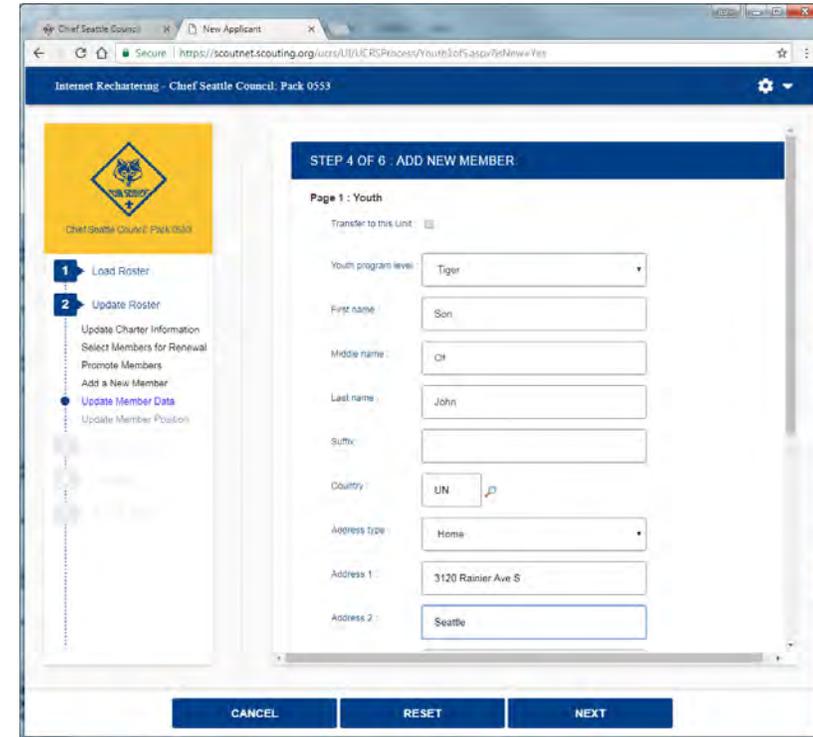
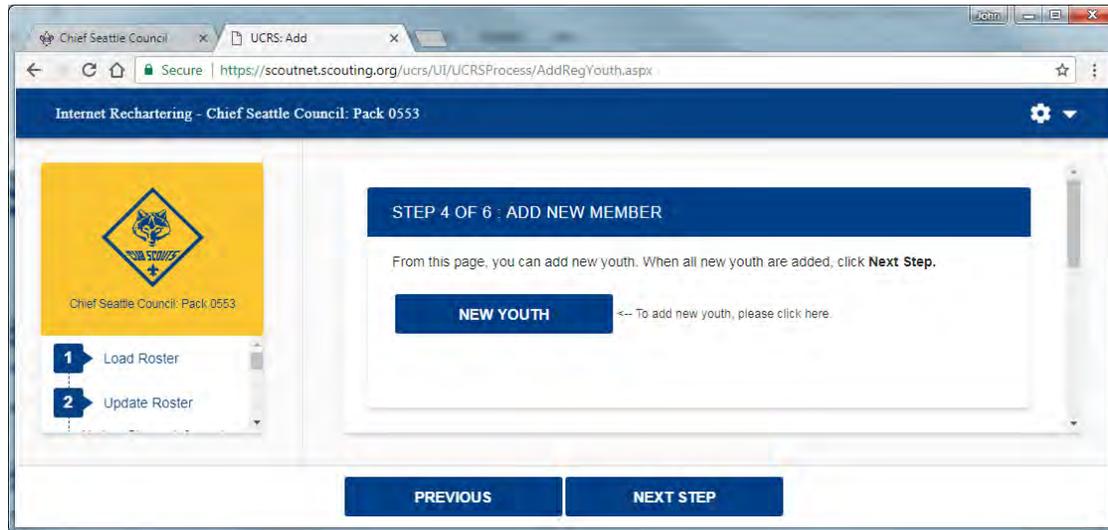
Note: To remove a position select the first option in the drop down list which is an empty space.

CANCEL | **RESET** | **NEXT**

- 1 Load Roster
- 2 Update Roster
- Update Charter Information
- Select Members for Renewal
- Promote Members
- Add a New Member
- Update Member Data**
- Update Member Position

Review / Print Roster
Renew: 6 Adult, 5 Youth
New: 0 Adult, 0 Youth
Fees = \$462.00

Each "Primary Position" in must equal the Required positions for the unit.



Don't Use "Transfer" all units expire on 12/31/2018 and fees won't calculate correctly.

Chief Seattle Council x New Applicant x

Secure | https://scoutnet.scouting.org/ucrs/UI/UCRSProcess/youth2of5.aspx?isNew=Yes

Internet Rechartering - Chief Seattle Council: Pack 0553



Chief Seattle Council: Pack 0553

STEP 4 OF 6 : ADD NEW MEMBER

Page 2 : Youth Data for Son John

Telephone type : US telephone

Home telephone : 206 902 2355

Date of birth (mm-dd-yyyy): 4 13 2011

Youth grade : Grade - 1

Ethnic background : Caucasian/White

Sex : Male

Boys' Life :

Youth e-mail : jpadgett@seattlebsa.org

1 Load Roster

2 Update Roster

- Update Charter Information
- Select Members for Renewal
- Promote Members
- Add a New Member
- Update Member Data**
- Update Member Position

CANCEL RESET NEXT

Chief Seattle Council x New Applicant x

Secure | https://scoutnet.scouting.org/ucrs/UI/UCRSProcess/YouthAdultLink.aspx

Internet Rechartering - Chief Seattle Council: Pack 0553



Chief Seattle Council: Pack 0553

STEP 4 OF 6 : ADD NEW MEMBER

Page 4 : Parent / Guardian for Son John

Relationship : Father of Guardian : Tiger adult partner :

Select	Name
<input type="radio"/>	Vale erdike
<input type="radio"/>	Gan erdike
<input type="radio"/>	Mel nge
<input checked="" type="radio"/>	John Padgett
<input type="radio"/>	Jacl row
<input type="radio"/>	Alic lock
<input type="radio"/>	Luke

1 Load Roster

2 Update Roster

- Update Charter Information
- Select Members for Renewal
- Promote Members
- Add a New Member**
- Update Member Data
- Update Member Position

<< BACK RESET SAVE



- 1 Load Roster
- 2 Update Roster
- Update Charter Information
- Select Members for Renewal
- Promote Members
- Add a New Member
- Update Member Data**
- Update Member Position

STEP 5 OF 6 : UPDATE MEMBER DATA

Please scroll through your roster and ensure the personal information is correct. If the personal information is not correct, click the **Update** button to the left of the name.

When roster is complete, click **Next Step**.

Note: You will have the option to sign up members for *Boys' Life* during the Update Fees stage.

Search

Make Update	Remove from Roster	Name	Birth Date	Address / Phone	Position	Boys' Life	YPT Trained	YPT Date
Update	Remove	Valerie Bickerdike	07/34	77th ville, 372 3-	1. Committee Chairman 2. Chartered Organization Rep.	N	Y	11/10/2016
Update	Remove	Garrick Bickerdike	06/34	77th ville, 372 3-	1. Cubmaster	N	Y	11/10/2016
Update	Remove	Melissa Bickerdike	11/77	96th ville, 377 3-	1. Executive Officer 2. Den Leader	N	Y	01/14/2016
Update	Remove	John Padgett	06/70	66th WA, 3000 1st	1. Committee Chairman 2. New Member Coordinator 3. Assistant Cubmaster 4. Lion Guide 5. Tiger Adult	N	N	
Update	Remove	Jarvis Bickerdike	10/79	99th ville, 377 3-	1. Committee Member	N	Y	11/14/2016
Update	Remove	Aliya Bickerdike	07/79	96th ville, 372 3-	1. Den Leader	N	Y	11/14/2016

ROSTER REVIEW



- 1 Load Roster
- 2 Update Roster
- Update Charter Information
- Select Members for Renewal
- Promote Members
- Add a New Member
- Update Member Data**
- Update Member Position

ADD/UPDATE MEMBER

Page 1 : Update Adult

First name :

Middle name :

Last name :

Suffix :

Primary position in unit :

Position 2 :

Position 3 :

Position 4 :

Position 5 :

Position 6 :

Note: To remove a position select the first option in the drop down list which is an empty space.

YPT completion date must be dated 04/01/2018 or later

Chief Seattle Council New Applicant

Secure | https://scoutnet.scouting.org/ucrs/UI/UCRSProcess/youth2of5.aspx

Internet Rechartering - Chief Seattle Council: Pack 0553



Chief Seattle Council: Pack 0553

- 1 Load Roster
- 2 Update Roster
 - Update Charter Information
 - Select Members for Renewal
 - Promote Members
 - Add a New Member**
 - Update Member Data
 - Update Member Position

ADD/UPDATE MEMBER

Page 2 : Youth Data for Micah |

Telephone type : US telephone

Home telephone : 206 218 8339

Date of birth (mm-dd-yyyy): 12 6 2008

Youth grade : Grade - 3

Ethnic background : Caucasian/White

Sex : Male

Boys' Life :

Youth e-mail :

ROSTER REVIEW

Review / Print Roster

Renew: 6 Adult, 5 Youth
New: 1 Adult, 1 Youth
Fees = \$542.00

CANCEL RESET UPDATE



Scouts who receive Boy's Life stay in Scouts longer



- 1 Load Roster
- 2 Update Roster
 - Update Charter Information
 - Select Members for Renewal
 - Promote Members
 - Add a New Member
 - Update Member Data
 - Update Member Position**

When the Current column is within the min/max range, click **Next Step**.

Note: Quality Unit Recognition requires an assistant unit leader.

Update	Name	Unit Position
Update	Melanie	Executive Officer
Update	Valerie	Chartered Organization Rep.
Update	John Padgett	Committee Chairman
Update	Jackie F	Committee Member
Update	Luke W	Committee Member
Update	John Pa	New Member Coordinator
Update	Garrett	Cubmaster
Update	John Pa	Assistant Cubmaster
Update	Melanie	Den Leader
Update	Alicia R	Den Leader
Update	John Padgett	Tiger Adult
Update	John Padgett	Lion Guide

UNIT ADULT POSITIONS			
Position	Min	Max	Current
Executive Officer	1	1	1
Chartered Organization Rep.	1	1	1
Committee Chairman	1	1	1
Committee Member	2	-	2
New Member Coordinator	-	-	1
Pack Trainer	-	-	0
Cubmaster	1	1	1
Assistant Cubmaster	-	-	1
Tiger Den Leader	-	-	0
Den Leader	1	-	2
Webelos Leader	-	-	0
Asst. Den Leader	-	-	0
Assistant Webelos Leader	-	-	0
Unit Scouter Reserve	-	-	0
Lion Guide	-	-	1



Chief Seattle Council: Pack 0553

- 1 Load Roster
- 2 Update Roster
 - Update Charter Information
 - Select Members for Renewal
 - Promote Members
 - Add a New Member
 - Update Member Data
 - Update Member Position
- 3 Check Roster

CHECK ROSTER

In this stage, your unit information will be validated against BSA unit requirements. When Internet Rechartering has finished validating your information, you will be informed of any errors or warnings concerning your roster.

You cannot proceed to the next stage until all errors have been resolved. Warnings should be reviewed and corrected if possible but will not prevent you from continuing to the next stage. Internet Rechartering will provide you with suggestions on how to correct errors and warnings.

If you wish to make more changes to your roster before you continue, you can:

- | [Update Charter](#) | [Select Members for Renewal](#) | [Promote Members](#) | [Add Member](#) |
- | [Update Member](#) | [Update Member Position](#) |

ROSTER REVIEW

[Review / Print Roster](#)

Renew: 6 Adult, 5 Youth
New: 1 Adult, 1 Youth
Fees = \$542.00

CHECK ROSTER



Chief Seattle Council: Pack 0553

- 1 Load Roster
- 2 Update Roster
 - Update Charter Information
 - Select Members for Renewal
 - Promote Members
 - Add a New Member
 - Update Member Data
 - Update Member Position
- 3 Check Roster

CHECK ROSTER: ERRORS AND WARNINGS

ERROR:

Some of the unit information you entered contains one or more errors. An error is caused by information that falls outside the BSA's rules for membership.

Please investigate the source of these errors. You cannot complete the charter renewal process until these errors are resolved.

To go to the screen to correct the associated error or warning, click the chosen corrective action. Internet Rechartering will take you to the screen to make the correction.

After the errors are corrected, click **Re-Validate** to recheck the roster.

ERROR: John Padgett does not have Youth Protection Training or Youth Protection Training is not current as of unit's new effective date.
Reconcile Error Options:

- [Click here](#) to add/edit the Youth Protection Training for the unit registrant.
- [Click here](#) to remove the unit registrant from the renewal roster.

ERROR: John Padgett cannot register for both positions. Only one position can be registered : Committee Chairman or Assistant Cubmaster.
Reconcile Error Options:

- [Click here](#) to select the correct position for the unit registrant by removing either the primary or the non-primary paid position.
- [Click here](#) to remove the unit registrant from the renewal roster.

ROSTER REVIEW

Review / Print Roster

Renew: 6 Adult, 5 Youth

New: 1 Adult, 1 Youth

Fees = \$542.00

Course : Youth Protection Training - Y01

YPT Date : 6 9 2017

RESET << BACK UPD

RE-VALIDATE

Chief Seattle Council UCRS Validation Join

Secure | https://scoutnet.scouting.org/ucrs/UI/Validation/Validate.aspx

Internet Rechartering - Chief Seattle Council: Pack 0553



Chief Seattle Council: Pack 0553

- 1 Load Roster
- 2 Update Roster

CHECK ROSTER: ROSTER IS VALID

Congratulations!

The validation was completed without errors. Please click the **Next Stage** button to continue.

ROSTER REVIEW

[Review / Print Roster](#)

Renew: 6 Adult, 5 Youth
New: 1 Adult, 1 Youth
Fees = \$542.00

NEXT STAGE



- 1 Load Roster
- 2 Update Roster
 - Update Charter Information
 - Select Members for Renewal
 - Promote Members
 - Add a New Member
 - Update Member Data
 - Update Member Position
- 3 Check Roster
- 4 Summary

STEP 1 OF 2: UPDATE FEES: MULTIPLE REGISTRATION

If all members are selected for renewal, Step 2 will not be required.

Below is your current unit roster. Click **Update** to update fee status for the member and to subscribe individuals to *Boys' Life*. From the Update screen, you can update the fee status for multiple members of your unit and pay no registration fee.

Search

Update Fees	Name	Birth Date	Boys' Life Fee	Mem Fee			
Update	Garrett dike	08/14/1984	\$0.00				
Update	Valerie dike	07/11/1984	\$0.00				
Update	Melanie e	11/29/1977	\$0.00	\$33.00	\$33.00	Adult	
Update	John Padgett	06/09/1970	\$0.00	\$33.00	\$33.00	Adult	
Update	Jackie F v	10/30/1979	\$0.00	\$33.00	\$33.00	Adult	
Update	Alicia R k	07/26/1979	\$0.00	\$33.00	\$33.00	Adult	

BOYS' LIFE

Please click the *Boys' Life* button to verify and select 100% *Boys' Life* Recognition for your unit.

NEXT

Update Fee Status - Google Chrome

Secure | https://scoutnet.scouting.org/ucrs/...

Fee status for Valerie E

Member paid in this unit
 Member paid in another unit

Sign up for Boys' Life

RESET **SAVE**

Update Fee Status - Google Chrome

Secure | https://scoutnet.scouting.org/ucrs/...

Fee status for Valerie E

Member paid in this unit
 Member paid in another unit

Unit Council

Type: Choose Number:

Sign up for Boys' Life

RESET **SAVE**



Chief Seattle Council: Pack 0553

- 1** Load Roster
- 2** Update Roster
 - Update Charter Information
 - Select Members for Renewal
 - Promote Members
 - Add a New Member
 - Update Member Data
 - Update Member Position
- 3** Check Roster
- 4** Summary

VERIFY BOYS' LIFE

Verify *Boys' Life* results for your unit:

For your unit to qualify as a 100% *Boys' Life* Unit, it's required that all unduplicated youth addresses receive *Boys' Life*. Click **Update Fees** by each person to subscribe to *Boys' Life*.

The following youth with unduplicated addresses in this unit*** are not signed up for *Boys' Life*:

Micah M 6th PINE

***If *Boys' Life* goes into each youth's home through another subscriber, your unit does qualify as a 100% unit. If you order a subscription for each remaining youth member or you know that each youth receives *Boys' Life* at home, please check the recognition box. If your unit will not qualify, you should not check the box.

Check box if unit qualified for 100% *Boys' Life* recognition:

Please click **OK** to close this message and save your 100% *Boys' Life* recognition.

ROSTER REVIEW

Review / Print Roster

Renew: 6 Adult, 5 Youth
New: 1 Adult, 1 Youth
Fees = \$542.00

OK

Chief Seattle Council x Summary x Summary x UCRS Validation x

Secure | https://scoutnet.scouting.org/ucrs/UI/Validation/BoysLife.aspx

Internet Rechartering - Chief Seattle Council: Pack 0553



Chief Seattle Council: Pack 0553

- 1 Load Roster
- 2 Update Roster
 - Update Charter Information
 - Select Members for Renewal
 - Promote Members
 - Add a New Member
 - Update Member Data
 - Update Member Position
- 3 Check Roster
- 4 Summary

VERIFY BOYS' LIFE

Verify *Boys' Life* results for your unit:

Congratulations!

You have ordered at least one subscription for each youth member home address. The 100% *Boys' Life* recognition status is checked for your unit. Thank you.

Please click **OK** to close this message and save your 100% *Boys' Life* recognition.

ROSTER REVIEW

Review / Print Roster

Renew: 6 Adult, 5 Youth
New: 1 Adult, 1 Youth
Fees = \$554.00

OK



Chief Seattle Council: Pack 0553

- 1 Load Roster
- 2 Update Roster
- 3 Check Roster
- 4 Summary
- 5 **Submit Roster**
- Approve Roster
- Payment
- Submit Roster
- User Survey

APPROVE ROSTER

Our Organization approves this application and all registering adults. I understand the responsibility for the approval of new adults can be given to our chartered organization representative.

Select Approver - Chartered Organization Rep. ▼

Your Initials - Executive Officer

Draw Your Signature - Chartered Organization Rep.

CLEAR SIGNATURE

SIGN DOCUMENT

REGISTRATION

Paid Youth	6	\$198.00
Paid Youth BL	6	\$72.00
Paid Adults	7	\$231.00
Unit Liability Insurance Fee	1	\$40.00
Accident and Sickness Insurance Fee @ \$1	13	\$13.00
Total Fee		\$554.00

NEXT



Chief Seattle Council: Pack 0553

- 1 Load Roster
- 2 Update Roster
- 3 Check Roster
- 4 Summary
- 5 **Submit Roster**
- Approve Roster
- Payment
- Submit Roster
- User Survey

APPROVE ROSTER

Our Organization approves this application and all registering adults. I understand the responsibility for the approval of new adults can be given to our chartered organization representative.

Select Approver

Your Initials

Draw Your Signature



REGISTRATION

Paid Youth	6	\$198.00
Paid Youth BL	6	\$72.00
Paid Adults	6	\$198.00
Unit Liability Insurance Fee	1	\$40.00
Accident and Sickness Insurance Fee @ \$1	12	\$12.00
Total Fee		\$520.00

NEXT

Chief Seattle Council x Summary x Summary x UCRS: Payment x

Secure | https://scoutnet.scouting.org/ucrs/UI/Submit/Payment.aspx

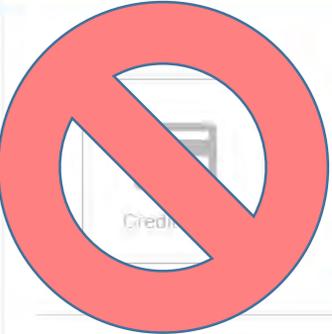
Internet Rechartering - Chief Seattle Council: Pack 0553



Chief Seattle Council: Pack 0553

- 1 Load Roster
- 2 Update Roster
- 3 Check Roster
- 4 Summary
- 5 Submit Roster
 - Approve Roster
 - Payment
 - Submit Roster
 - User Survey

PAYMENT



Credit



Cash



E-Check

Please submit remittance to your local council for any payment due. Thank you.

NEXT

REGISTRATION

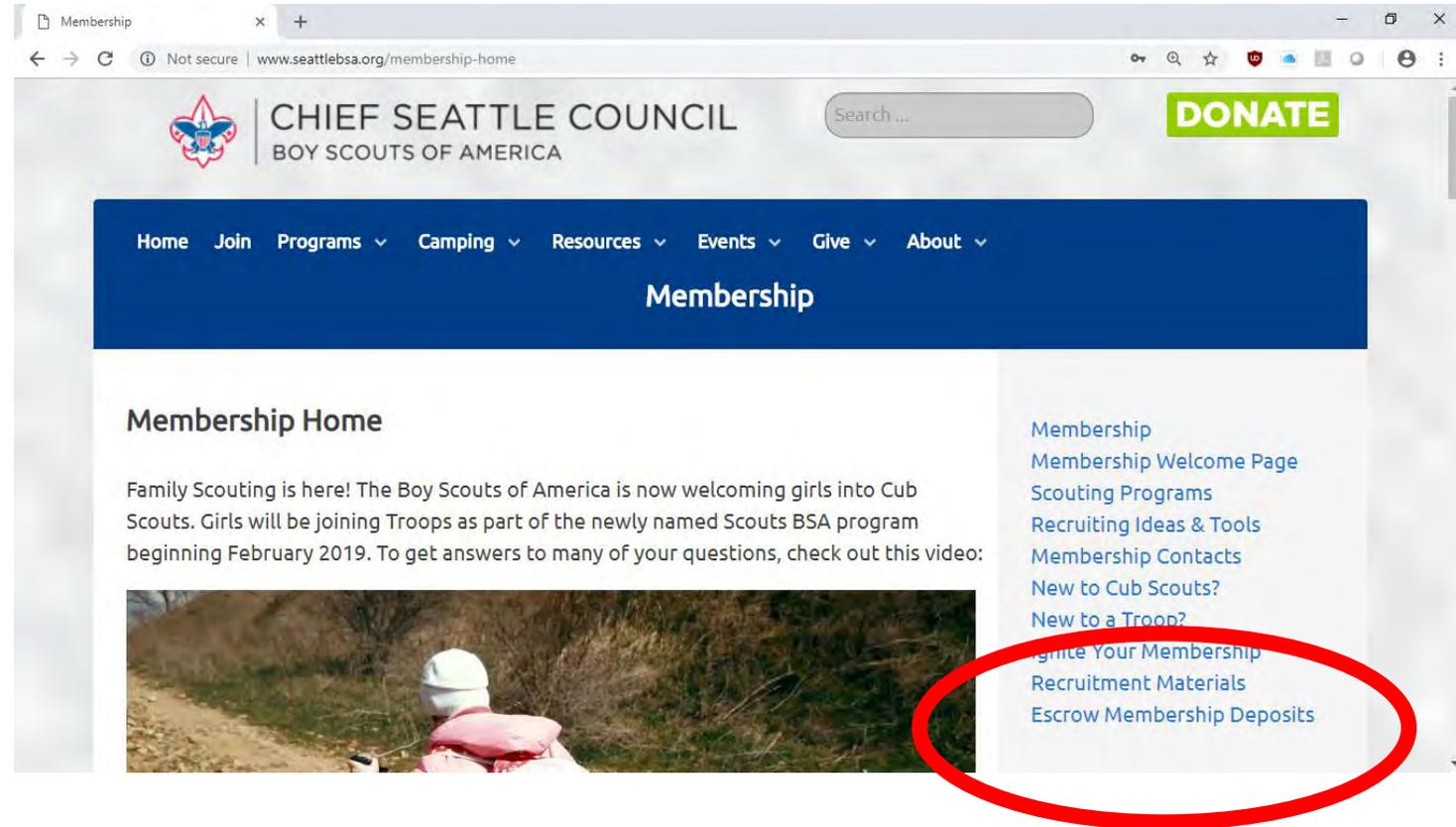
Paid Youth	6	\$198.00
Paid Youth BL	6	\$72.00
Paid Adults	6	\$198.00
Unit Liability Insurance Fee	1	\$40.00
Accident and Sickness Insurance Fee @ \$1	12	\$12.00
Total Fee		\$520.00

Do not select Credit Card or E-Check. **Only Cash.** Credit Card and E-check go the National Office and locally we have not control over refunding overpayment or making changes to recharter.

Write a check, pay with credit card, or cash to the Chief Seattle Council or choose to use funds from your Units Escrow Account at the Chief Seattle Council. Online Payment can be made at the Membership Section of Seattlebsa.org

Add \$5.50 for registration and \$2 for Boys Life for any youth you are registering for November and December 2018 to the Total Fee

How to Pay Council



Membership

CHIEF SEATTLE COUNCIL
BOY SCOUTS OF AMERICA

Search...

DONATE

Home Join Programs ▾ Camping ▾ Resources ▾ Events ▾ Give ▾ About ▾

Membership

Membership Home

Family Scouting is here! The Boy Scouts of America is now welcoming girls into Cub Scouts. Girls will be joining Troops as part of the newly named Scouts BSA program beginning February 2019. To get answers to many of your questions, check out this video:



- Membership
- Membership Welcome Page
- Scouting Programs
- Recruiting Ideas & Tools
- Membership Contacts
- New to Cub Scouts?
- New to a Troop?
- Ignite Your Membership
- Recruitment Materials
- Escrow Membership Deposits

- www.seattlebsa.org/membership Online Credit Card
- Mail in a Check with note “For Recharter and Unit # _____”
- Bring to the office a Check, Cash or Credit Card



Chief Seattle Council: Pack 0553

- 1 Load Roster
- 2 Update Roster
- 3 Check Roster
- 4 Summary
- 5 **Submit Roster**
- Approve Roster
- Payment
- Submit Roster
- User Survey

SUBMIT ROSTER



Check if you wish to request and authorize the council to charge your unit deposit account for your charter renewal fees, providing that your unit has sufficient funds on deposit.

From this page, you submit the final version of your electronic roster to the council. You also print your final paperwork to send along with your fee payment to the council.

Warning: Once you submit to council, you cannot change the roster through Internet Rechartering. The only way to make changes will be to note these changes directly on the printed Charter Renewal Application that you submit to the council as part of the Unit Charter Renewal Report Package.

To review your roster before submitting, click this [Review /Print Roster](#) link.

To submit your roster to the council, click below.

ROSTER REVIEW

Renew: 6 Adult, 5 Youth
New: 1 Adult, 1 Youth
Fees = \$520.00

SUBMIT TO COUNCIL

Print JTE Unit Scorecard and Annual Charter Agreement, complete, scan, and email to your District Executive and Commissioner

Chief Seattle Council Pack 0553

1 Load Roster

2 Update Roster

3 Check Roster

4 Summary

5 Submit Roster

Approve Roster

Payment

Submit Roster

User Survey

Submit Confirmation

SUBMIT ROSTER: PRINT CHARTER RENEWAL APPLICATION

Congratulations!

Your charter renewal information has been submitted successfully. You are finished with the online portion of Unit Charter Renewal.

The Unit Charter Renewal process is not complete, however, until you complete the following:

1. As requested by your council, print the Summary Renewal Report E-Z OR the Unit Charter Renewal Report Package (but not both). Please follow the instructions of your council in regard to which renewal application format is requested. You may save these PDF files for reference.
2. Unless Online Approval was done, obtain the appropriate signatures for the renewal application (for both Chartered Organization Representative OR Executive Officer and Unit Leader).
3. Attach the signed new member applications and the certificates of Youth Protection Training completion as appropriate. For new adult volunteer leaders, the application is required.
4. Follow the instructions of your council in regard to payment of fees. If Online Payment was done the confirmation is on your report.
5. Deliver the Summary Renewal Report E-Z OR all pages of the Unit Charter Renewal Report Package, new member applications, any other requested forms, and make payment of fees due to your council.

Thank you for using Internet Rechartering from the Boy Scouts of America.

To print the charter renewal application, click here --> **PRINT RENEWAL APPLICATION**

To print the Renewal Report E-Z, click here --> **PRINT RENEWAL REPORT E-Z**

To access the Journey to Excellence unit scorecard, click here --> **JTE UNIT SCORECARD**

To print The Annual Charter Agreement, click here --> **ANNUAL CHARTER AGREEMENT**

ROSTER REVIEW

Renew: 6 Adult, 5 Youth
New: 1 Adult, 1 Youth
Fees = \$520.00

Submit Adult
Application and Youth
Protection Certificate
for John Padgett and
Youth Application for
Son Of John

UNIT CHARTER RENEWAL REPORT PACKAGE

Chief Seattle Council : Pack 0553

New Adult Members

(The application form(s) and Youth Protection certificate(s) for new adult member(s) must be submitted with Renewal Package)

Name and Person ID

John Gregroy Padgett

New Youth Members

(The application form(s) for new youth member(s) must be submitted with the Unit Charter Renewal Package)

Name and Person ID

Son Of John

CHARTER RENEWAL APPLICATION

Unit: Pack 0553
 District: North Lakes General
 Unit Status: R

County: King
 Term: 12 months

Expire Date: 12/31/2018

Charter Org:
 Bear Creek United Methodist Church
 16530 Avondale Rd NE
 Woodinville, WA 98077

Executive Officer:
 Melanie J. [redacted]
 15812 196th Pl NE
 Woodinville, WA 98077

Boys' Life: 6
 Term: 12 months
 Begins: 01/2018
 Ends: 12/2018

Approver Name: Valerie Bi [redacted]
 Approver Position: Chartered Organization Rep.
 Approver Initials: VB
 Approval Date: 10/04/2017

Registration:	Qty:	Fee:
Paid Youth	6	<u>\$198.00</u>
Multiple Youth	0	<u>\$0</u>
Paid Youth BL	6	<u>\$72.00</u>
Paid Adults	6	<u>\$198.00</u>
Multiple Adults	1	<u>\$0</u>
No Fee Adults	2	<u>\$0</u>
Paid Adult BL	0	<u>\$0.00</u>
Unit Liability Insurance Fee		<u>\$40.00</u>
Accident and Sickness Insurance Fee @ \$1	12	<u>\$12.00</u>
Total Fee Submitted		<u>\$520.00</u>

Only Executive Officer or Chartered Organization Representative need to Sign Recharter. In this case we used the electronic signature. If not, there would be a signature line printed on the page.

THE ANNUAL UNIT CHARTER AGREEMENT BETWEEN:

_____ and the _____ Council, BSA
Chartered Organization Local Council

Pack No. _____ Troop No. _____ Team No. _____ Crew No. _____ Ship No. _____
(Please identify those units chartered by the Chartered Organization.)

The purpose of the Boy Scouts of America (BSA) program is to prepare young people to make ethical and moral choices over their lifetimes by instilling in them the values and principles taught in the Scout Oath and Scout Law.

The Chartered Organization, as a duly constituted organization that serves youth, desires to use the program(s) of the BSA to further its mission respecting the youth it supports. The Local Council provides the support and service necessary to help the Chartered Organization succeed in its use of Scouting.

The Chartered Organization agrees to:

- Use Scouting to further the Chartered Organization's aims and values for youth.
 - Chartered organizations must utilize the Scouting program to accomplish specific objectives related to one or more of the following:
 - o Youth character development
 - o Career skill development
 - o Community service
 - o Patriotism and military and veteran recognition
 - o Faith-based youth ministry
 - Conduct the Scouting program consistent with BSA rules, regulations, and policies. They may be found on the My Scouting website and at the following location: www.scouting.org/Membership/Charter_Orgs/resources.aspx.
 - Chartered organizations must not use the Scouting program to pursue any objectives related to political or social advocacy, including partisan politics, support or opposition to government action or controversial legal, political, or social issues or causes.
 - Be represented in the Local Council and the local Scouting district by a Chartered Organization Representative (COR), who will be appointed by the Chartered Organization. The COR will be the point of contact between the Chartered Organization and the Local Council; will serve as a voting member of district and council committees on which the COR serves; and will, with the Chartered Organization, select and approve volunteer leaders for submission to the Local Council for its consideration. The COR will work with the unit committees sponsored by the Chartered Organization.
 - Support unit committee(s) made up of at least three persons for each unit.
- Assure that adults selected as unit leaders are suitable by, at a minimum, having the appropriate leaders of the Chartered Organization review and sign each application.
 - Ensure appropriate facilities for the unit for its regular meetings to facilitate the aims of the Chartered Organization and Scouting.
 - Encourage adult leaders to receive additional applicable training made available by the council.

The Local Council agrees to:

- Respect the aims and objectives of the Chartered Organization and assist the Chartered Organization by making available Scouting resources.
- Make available to the Chartered Organization and its units and members program training, program resources, and other Scouting support services.
- Make available training and support for the Chartered Organization and for the COR, the primary link between the Chartered Organization, the Local Council, and the BSA. Track and require all unit leaders to attend BSA Youth Protection Training.
- Conduct criminal background checks on adult leaders approved by the Chartered Organization.
- Provide camping opportunities, administrative support, and professional staff to assist the Chartered Organization in developing a successful Scouting program.
- Provide primary general liability insurance to cover the Chartered Organization, its board, officers, COR, employees, and Scouting members and volunteers for authorized Scouting activities. Indemnify the Chartered Organization in accordance with the resolutions and policies of the National Executive Board of the Boy Scouts of America.

Signed _____ Title _____ Date _____
For the chartered organization

Signed _____ Title _____ Date _____
For the BSA local council

Signed _____ Title _____ Date _____
Chartered Organization Representative

Pack _____ of _____ District 2018 Scouting's Journey to Excellence "The BSA method for annual planning and continuous improvement"

Item	Objective	Bronze Level	Silver Level	Gold Level	Bronze Points	Silver Points	Gold Points
Planning and Budget					Total Points: 200		
#1	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.	Have an annual program plan and budget adopted by the pack committee.	Achieve Bronze, plus pack committee meets at least six times during the year to review program plans and finances.	Achieve Silver, plus pack committee conducts a planning meeting involving den leaders for the following program year.	50	100	200
Membership					Total Points: 500		
#2	Building Cub Scouting: Recruit new youth into the pack in order to grow membership.	Conduct a formal recruitment program by October 31 and register new members in the pack.	Achieve Bronze, and either increase youth members by 5% or have at least 40 members.	Achieve Silver, and either increase youth members by 10% or have at least 60 members.	50	100	200
#3	Retention: Retain a significant percentage of youth members.	Reregister 60% of eligible members.	Reregister 65% of eligible members.	Reregister 75% of eligible members.	50	100	200
#4	Webelos-to-Scout transition: Have an effective plan to graduate Webelos Scouts into Boy Scout troop(s).	With a troop, hold two joint activities or 75% of second year Webelos have completed "The Scouting Adventure."	60% of eligible Webelos register with a troop.	80% of eligible Webelos register with a troop.	25	50	100
Program					Total Points: 900		
#5	Advancement: Achieve a high percentage of Cub Scouts earning rank advancements.	60% of Cub Scouts advance one rank during the year.	60% of Cub Scouts advance one rank during the year.	75% of Cub Scouts advance one rank during the year.	100	200	300
#6	Outdoor activities: Conduct outdoor activities and field trips.	Each den has the opportunity to participate in three outdoor activities or field trips during the year.	Each den has the opportunity to participate in four outdoor activities or field trips during the year.	Each den has the opportunity to participate in five outdoor activities or field trips during the year.	50	100	200
#7	Day/resident/family camp: Cub Scouts attend day camp, family camp, and/or resident camp.	30% of Cub Scouts participate in a camping experience or improvement over the prior year.	50%, or 33% and have improvement over the prior year.	75%, or 50% and have improvement over the prior year.	50	100	200
#8	Service projects: Participate in service projects.	Participate in two service projects and enter the hours on the JTE website.	Participate in three service projects and enter the hours on the JTE website.	Achieve Silver, plus at least one of the service projects is conservation-oriented.	25	50	100
#9	Pack and den meetings and activities: Dens and the pack have regular meetings and activities.	Hold eight pack meetings a year. Den or pack meetings have started by October 31.	Achieve Bronze, plus dens meet at least twice a month during the school year.	Achieve Silver, plus earn the Summertime Pack Award.	25	50	100
Volunteer Leadership					Total Points: 400		
#10	Leadership recruitment: The pack is proactive in recruiting sufficient leaders.	Have a registered assistant Cubmaster.	Achieve Bronze, and prior to recruiting event, the committee identifies pack and den leadership for the next year.	Achieve Silver, plus every den has a registered leader by October 31.	50	100	200
#11	Trained leadership: Have trained and engaged leaders at all levels. All leaders are required to have youth protection training.	Cubmaster or an assistant Cubmaster or pack trainer has completed position-specific training.	Achieve Bronze, plus the Cubmaster and den leaders have completed position-specific training or, if new, will complete within three months of joining.	Achieve Silver, plus two-thirds of committee members have completed position-specific training.	50	100	200

- Bronze:** Earn at least 525 points by earning points in at least 7 objectives. Total points earned: _____
- Silver:** Earn at least 800 points by earning points in at least 8 objectives.
- Gold:** Earn at least 1,050 points by earning points in at least 8 objectives and at least Bronze in #6. No. of objectives with points: _____
- Our pack has completed online rechartering by the deadline in order to maintain continuity of our program.
- We certify that these requirements have been completed.

Cubmaster _____ Date _____
 Committee chair _____ Date _____
 Commissioner _____ Date _____

This form should be submitted to the Scout service center or your unit commissioner, as directed by your council.



Submit on or before November 8, 2018



Submit Charter Renewal to Council using Internet Recharter



Youth Applications can be scanned/emailed or use online applications



Adult Applications can be scanned/emailed or use online applications



Fees on Charter Renewal Application + \$5.50 November December 2018 Registration fee + \$2 Boys Life Fee for new Youth Members Use "Escrow Membership Deposits" at seattlebsa.org/membership Don't Use Credit Card to National Council



Annual Charter Agreement complete scan/email



Journey to Excellence Application complete scan/email