



Apalachee District Information for Leaders

All Leaders

- You are a member of a unit chartered by a local civic or religious organization.
 - Your unit (a Pack, Troop, Team or Crew) is owned by the Charter organization, which is referred to as your Charter Partner.
 - All units have a Charter Organization Representative (COR), A Committee with a chairperson and a leader (Cub Master, Scout Master, Coach, or Crew Advisor) to work with the youth. Other Leaders are appointed with the approval of the Committee Chairman and COR.
- Your unit is part of the Apalachee District
 - Your District's website is <http://www.apalachee-bsa.org>. This site is your first choice for finding needed information on events, training and local contacts as well as valuable links to other sites.
- The Apalachee District is part of the Northeast Georgia Council (NEGA)
 - The Northeast Georgia Council website is <http://nega-bsa.org>. This site provides council level information including council properties and contacts.
- The Northeast Georgia Council is part of Boy Scouts of America (BSA)
 - The BSA website is <http://www.scouting.org>. This site provides national and international information on scouting as well as important forms and reference materials.

Training

- All leaders must be trained. For a list of all required trainings please visit <http://www.apalachee-bsa.org/requiredtraining.html>
- No leader can be registered without taking Youth Protection Training.
- Start with the Apalachee website training section <http://www.apalachee-bsa.org/training/>.
 - Youth Protection can be taken online or at periodically scheduled in- person training throughout the District. You are encouraged to attend an in-person Youth Protection Training course, if possible and timely, the first time you take this course.
 - To take Youth Protection training, go to <https://myscouting.scouting.org> and create an account. If you do not yet have a BSA ID you can take training and link your account to your ID later. Please print out your certificate of completion and make a copy for your unit records and to submit with your application.
 - Youth Protection Training must be renewed **every 2 years**, which can be easily done online.

Roundtable Training

- Boy Scout, Cub Scout, and Venturing adult leaders gather monthly for training, the exchange of ideas and important information, and building relationships with your peers.
- All leaders are encouraged to attend Roundtable.
- It is important that at least one leader from each unit come to roundtable every month.
- Apalachee Roundtable is typically held on the 2nd Thursday of each month, except April which is the third Thursday. There is no Roundtable in June or July. Roundtable is held at Collins Hill High School between 7 PM - 9:00 PM. It starts with a general assembly & adult recognition and then splits into Boy Scout, Cub Scout and Venturing sessions. See the Apalachee website <http://www.apalachee-bsa.org/roundtable.html> for more information.

News Group (Email Lists)

- The general Apalachee Email list provides general information that is important and helpful to adult leaders. Please sign up for the list using a link on the Apalachee website or directly using <http://groups.yahoo.com/group/Apalacheebsa/join>.
- The Cub Scout Email list provides additional information targeted to Cub Scout Leaders. Please sign up for the list using a link on the Apalachee website or directly using http://groups.yahoo.com/group/Apalachee_CSRoundtable/join.

Social Media

- You can find the district on Facebook at <https://www.facebook.com/apalacheedistrictNEGA>, you can also find us on Twitter at <https://twitter.com/apalacheeNEGA>

Texting Service

- To receive text messages about the Cub Scout program text @gacubs to (404) 445-1471
If you wish to stop receiving text messages about the Cub Scout program please text unsubscribe @gacubs to (404) 445-1471
- To receive text messages about the Boy Scout program text @gabscouts to (404) 445-1471
If you wish to stop receiving text messages about the Boy Scout program please text the words unsubscribe @gabscouts to (404) 445-1471

Please note that standard carrier rates apply.

- The district uses Remind101 which is a one-way text messaging and email system, with Remind101, all personal information remains completely confidential. Staff will never see your phone number, nor will you ever see theirs.

Commissioner Service

- Every unit is assigned a Unit Commissioner. The Commissioner is a District Volunteer whose job it is to provide service to the unit. The Commissioner will periodically visit the unit and is another method to ensure communications between the District and the unit. Among other duties, the commissioner will help with unit re-charter and remind the unit of training opportunities. If questions come up which are not answered by the online links in this document the Commissioner has the resources to find answers.
- If your unit leaders do not know who your Unit Commissioner is, please email the District Commissioner at distcommish@apalachee-bsa.org.

Find a Unit Service

- The Apalachee Website includes an aid to find Cub and Boy Scout units located in the Apalachee district. To see a list of units and unit contacts go to <http://www.apalachee-bsa.org/findaunit.html>. You can also update your unit information by sending an email to the district webmaster with the new information. Periodically the list will be purged to reduce old data. An email will go out to the Apalachee mail list before and after a purge.

Help for Troops to prepare a Scout for the rank of Eagle

- When a Scout completes the rank of Life his leaders should present him with the Eagle Scout Leadership Service Project Workbook, which can be obtain at a Council Service Center or at the following website: <http://www.nesa.org/>.
- Information on almost everything required is available on the Apalachee District *The Eagle Scout Website* at <http://www.eaglescout.apalachee-bsa.org>.
- The Apalachee Eagle Scout Review Board typically meets on the fourth Saturday of each month. In addition to Eagle Boards of Review, Eagle Projects will also be reviewed for approval by the Advancement Committee. Please check the calendar at <http://www.apalachee-bsa.org/calendar>.
- It is recommended that every Troop have a Life to Eagle Advisor who is familiar with Eagle Board procedures.
- It is highly recommended that each troop have at least one representative who will regularly attend the District Eagle Boards.
- All Eagle projects must be approved by the Apalachee District Eagle Scout Leadership Project Review Board.
- After a Scout has completed all Eagle Scout rank requirements he must attend a District Eagle Scout Board of Review.

The Order of the Arrow (OA)

- The OA is Scouting's national Honor Society. It is a unique organization in that youth who meet the basic requirements are elected by all the youth in their troop whether they (the electors) are OA members or not.
- The OA Chapter associated with the Apalachee District is Canantutlaga. Chapter information and links to further information is available via the Apalachee website or directly at <http://www.openupacan.info>.
- The Lodge associated with the Northeast Georgia Council is Mowogo. Lodge information and links to further information is available at <http://www.mowogo.org>.
- To improve scheduling of Lodge Fellowship events, troops are encouraged to schedule elections early. To be eligible for the Spring Fellowship elected candidates should be Tapped Out prior to the end of February. It would be helpful if many of the candidates are ready for a Tap Out by Yule Log.
- To schedule a Unit Visitation/election go to <http://bit.ly/WBXjpl> and follow all instructions. Please fill out all information on the Mowogo Elections Form prior to filling out the online election request form.

Improving information resources

- If any of the links indicated do not work as expected, please describe the problem in an email to webmaster@apalachee-bsa.org.
- If you have any recommendations that will improve communication within the Apalachee District please describe them in an email to communication@apalachee-bsa.org.