

Checklist for School Recruitment Night

- Contact your local School/School District to schedule your School Recruitment Night.
- Contact your local School/School District to schedule a Boy Talk during School hours on the day of your School Recruitment Night.
- Find out from the School how many boys are in K - 5th (or for Cedar Falls K - 6th grade)
- Fill out a “Akela Adventure Night Flyer Request Form” and turn into Sr. District Executive Mike Broadston
- Contact all Den Leaders to ensure they can come to School Recruitment Night (or as many as possible)
- Contact at least one extra Adult Leader to come to the School Recruitment Night to take the youth into a gym or another room for games and/or activities (this way, they don’t have to sit through the informational meeting)
- On the School Recruitment Night, take the following supplies with you
 - “Join Cub Scouts” Yard Signs & Stands
(Each Pack should have 2 of these)
 - Sign in sheet with spaces for Scout’s Name, Grade, Parent’s Name, Phone Number, Address, Email Address, etc.
(Every parent/youth should sign in as they come into the School Recruitment Night regardless if they fill out an application or not. This way you still have their contact information in case they don’t sign their son up that night.)
 - Cub Scout Parent Information Guides
(Make sure you have more than enough in case extra adults show up)
 - Miniature Boys Life Magazines for the new Scouts to take home
 - Extra Youth Membership Applications with you to your School Recruitment Night
 - Extra Adult Membership Applications with you to your School Recruitment Night
 - Extra pens for parents to fill out Youth & Adult Membership Applications
 - Tiger, Wolf, Bear, & Webelos Books
(For you to place at each table for parent’s to see what their son will be doing)
 - A calendar, or schedule of events, with updated contact information for your Pack on it
- Collect all Youth & Adult Applications (**WITH FEES - \$16 per person-includes \$1 Liability Insurance**) (**Boys’ Life Fee - \$12 per subscription**)
- Turn all Youth & Adult Applications (with fees) and all extra materials into Wabuha Sr. District Executive, Mike Broadston (2929 Airport Blvd. Waterloo, IA 50703 – 319-234-2867 x217 – Michael.Broadston@Scouting.org)

****(Make sure you have more than enough Youth & Adult Membership Applications in case extra Youth & Adults show up)****

If you have any questions about the Checklist For School Recruitment Night, need more materials for your School Recruitment Night, or anything else regarding the School Recruitment Night, please contact Wabuha Sr. District Executive, Mike Broadston (Michael.Broadston@Scouting.org or 319-234-2867 x217).