



# 2019 Rechartering

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Please hold questions until the end unless they are specifically about general information on the slide.





# Last minute changes

- New background-check authorization forms will be required of all registered scouters.
- National fee is increasing. We will know the new amount by October 23.





# Schedule

## **October:**

- Recharter packets distributed at Roundtable
- Recharter training at Roundtable
- Units log in to Online Rechartering

## **November:**

- Completed packets may be turned in at the November Roundtable
- All paperwork due November 27, 2019
- Council processes recharter paperwork
- Units clean up paperwork error issues (fees, signatures, youth or adult applications, YPT expired)

## **December:**

- Council processes recharter paperwork
- Units clean up paperwork error issues (fees, signatures, youth or adult applications, YPT expired)

## **January**

- Nothing to do because all units are rechartered





# Rechartering in a Nutshell

- Recharter paperwork is due November 27.
- **Registration fee will be announced on October 23.**
- Charter can be signed electronically by the COR.
- Adult apps only require COR signature.
- YPT certificate required for all new adult membership applications.
- Paperwork still must be turned in to Council either physically or, if everything is electronic, by email.
- Same process as last year for follow up.





# What's in the packet

1. Charter renewal guide
2. Checklist for completed charter renewal
3. Unit roster
4. JTE scorecard
5. Annual Charter Agreement
6. How to log your service hours
7. Unit manpower roster
8. Friends of Scouting presentation form
9. Background check form





**Greater St. Louis Area Council  
2019 Charter Renewal Guide  
Due November 27<sup>th</sup>, 2019**

**District:** Big Muddy      **Unit Type:** Crew      **Unit #:** 7004

**Access Code:** 102317347

**District Commissioner:** Cory Fligor  
(618) 457-4471    technerd89@gmail.com

**District Executive:** Nicholas Mertens  
573-335-3346    nick.mertens@scouting.org

Write your new password here: \_\_\_\_\_

**Recommendations for Success:**

- Each unit should select one adult to complete this charter renewal process
- Recharter System opens online October 1, 2019. Log in **ASAP**.
- Review unit roster with unit commissioner to ensure all renewing youth and adults are registered and adults have a current youth protection certificate

**GSLAC  
Charter  
Renewal  
Guide  
2019**



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# JTE Score Card

Troop \_\_\_\_\_ of \_\_\_\_\_ District  
2019 Scouting's Journey to Excellence  
"The BSA method for annual planning and continuous improvement"

Item	Objective	Success Level	Measure	Goal	Success Points	Other Points	Unit Points
					Total Points: 200		
<b>Planning and Budget</b>							
21	Planning and Budget: Have a program plan and budget that is updated to reflect the current year and includes all program activities.	Have an annual program plan and budget updated to reflect the current year.	Submit Troop plan and budget to the District by the deadline.	Submit Troop plan and budget to the District by the deadline.	50	100	200
<b>Membership</b>							
22	Building Boy Membership: Recruit new youth and turn them in order to grow membership.	Recruit a minimum of 100 new youth (not including transfers) into the Troop during the year.	Submit Troop youth statistics by 10/15 to the District.	Submit Troop youth statistics by 10/15 to the District.	50	100	200
23	Retention: Retain a minimum percentage of youth members.	Retain 75% of youth members.	Retain 75% of youth members.	Retain 75% of youth members.	50	100	200
24	Retention by District: Retain an average of youth members from the Troop.	Retain a minimum of 75% of youth members from the Troop.	Submit Troop youth statistics by 10/15 to the District.	Submit Troop youth statistics by 10/15 to the District.	50	100	200
<b>Program</b>							
25	Scouting Activities: Provide a minimum percentage of youth participating in activities.	80% of the Troop members are active during the year.	80% of the Troop members are active during the year.	80% of the Troop members are active during the year.	50	100	200
26	Scouting Activities: Provide a minimum percentage of youth participating in activities.	80% of the Troop members are active during the year.	80% of the Troop members are active during the year.	80% of the Troop members are active during the year.	50	100	200
27	Scouting Activities: Provide a minimum percentage of youth participating in activities.	80% of the Troop members are active during the year.	80% of the Troop members are active during the year.	80% of the Troop members are active during the year.	50	100	200
28	Scouting Activities: Provide a minimum percentage of youth participating in activities.	80% of the Troop members are active during the year.	80% of the Troop members are active during the year.	80% of the Troop members are active during the year.	50	100	200
29	Scouting Activities: Provide a minimum percentage of youth participating in activities.	80% of the Troop members are active during the year.	80% of the Troop members are active during the year.	80% of the Troop members are active during the year.	50	100	200
<b>Volunteer Leadership</b>							
30	Volunteer Leadership: Provide a minimum percentage of youth participating in activities.	80% of the Troop members are active during the year.	80% of the Troop members are active during the year.	80% of the Troop members are active during the year.	50	100	200
31	Volunteer Leadership: Provide a minimum percentage of youth participating in activities.	80% of the Troop members are active during the year.	80% of the Troop members are active during the year.	80% of the Troop members are active during the year.	50	100	200

Due by November 27

Turn in form regardless of your rating. Base on schedule through December 2019.

**Excellent** - Meet or exceed objectives by setting goals at or above 100 percent.

**Good** - Meet or exceed 75 percent by setting goals at or above 100 percent.

**Satisfactory** - Meet or exceed 50 percent by setting goals at or above 100 percent and at least 75 percent of 25 or 50.

**Needs Improvement** - Do not meet objectives while participating in the activities needed to maintain activities in our program.

**Not Satisfactory** - Do not meet objectives while participating in the activities needed to maintain activities in our program.

Scoutmaster: \_\_\_\_\_ Signature: \_\_\_\_\_

Assistant Scoutmaster: \_\_\_\_\_ Signature: \_\_\_\_\_

Commissioner: \_\_\_\_\_ Signature: \_\_\_\_\_

This form should be submitted to the District Service Center at year with documentation of achievement by year closed.



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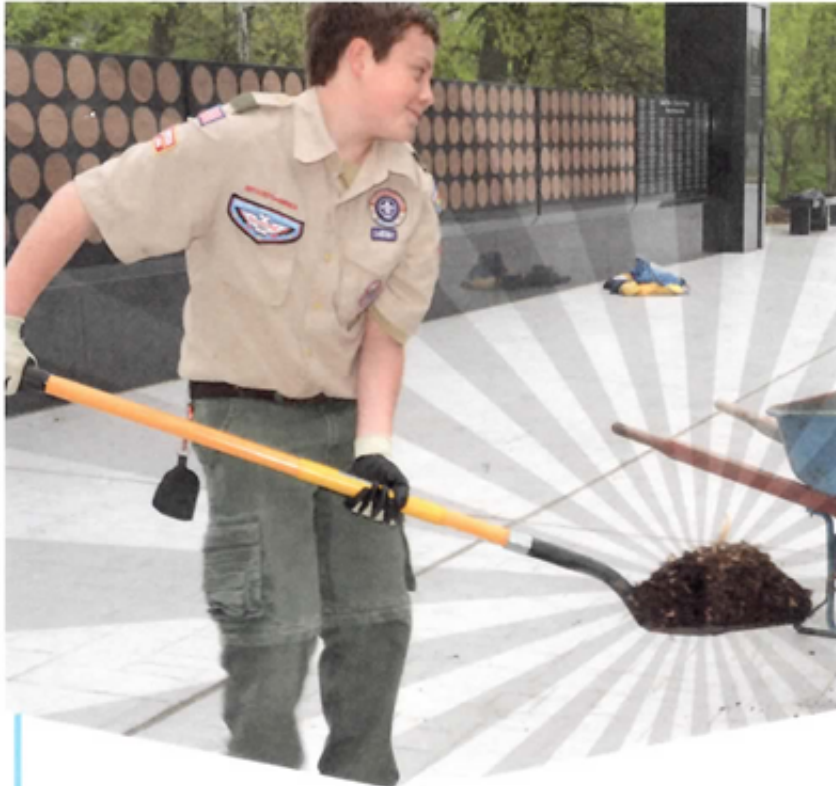




# Checklist for Completed Charter Renewal

- All pages of the Charter Renewal have been printed including the cover page.
- All signatures have been acquired on the printed Charter Renewal unless e-signed.
- All signatures have been acquired on the Charter Annual Agreement.
- Friends of Scouting presentation form (with presentation date listed) is turned in.
- Journey to Excellence scored card is turned in.
- All adult leaders and youth listed on the printed Charter Renewal cover page who need new applications, those applications and adult YPT certificates and fees are enclosed.
- Are there any adults that need to complete Youth Protection Training? If so, their certificates must be turned in with recharter paperwork.
- Checks are enclosed and made payable to “GSLAC”.





Start now reporting all service hours. It is a key measurement goal in the Journey to Excellence program!



To easily log your unit's service hours, go to [stlbsa.kintera.org/communityservice](https://stlbsa.kintera.org/communityservice) and fill out a brief questionnaire about your project. The Council will report these service project hours to the national office for you.

Improve your Journey to Excellence score!

**LOG YOUR SERVICE HOURS!**

# How to Log Your Service Hours

<https://stlbsa.org/activities/community-service-log>

Registration	
Registration Information	
First Name:*	<input type="text"/>
Last Name:*	<input type="text"/>
Email:*	<input type="text"/>
Phone:*	<input type="text"/>
District:*	<input type="text"/>
Unit Type:*	-- please make a selection --
Unit #:*	<input type="text"/>
Date of Service Project:*	<input type="text"/> (mm/dd/yyyy)
Who benefited from the project?:*	<input type="text"/>
Number of Scouts present at the project:*	<input type="text"/>
Number of registered adults who participated in the project:*	<input type="text"/>
Number of hours each Scout contributed to project. (Example: If the unit worked from 9-11 a.m., that is 2 hours per Scout.):*	<input type="text"/>





GREATER ST. LOUIS AREA COUNCIL

BOY SCOUTS OF AMERICA

Complete and Return this form with your Unit Charter Renewal paperwork.

# Units Manpower Roster

Pack/Troop/Varsity/Crew/Ship # \_\_\_\_\_ District \_\_\_\_\_  
*Circle One*

### Activities Chairman

Name \_\_\_\_\_  
Home Phone \_\_\_\_\_  
E-Mail \_\_\_\_\_

### Advancement Chairman

Name \_\_\_\_\_  
Home Phone \_\_\_\_\_  
E-Mail \_\_\_\_\_

### Camping Chairman

Name \_\_\_\_\_  
Home Phone \_\_\_\_\_  
E-Mail \_\_\_\_\_

### Popcorn Chairman

Name \_\_\_\_\_  
Home Phone \_\_\_\_\_  
E-Mail \_\_\_\_\_





THE ANNUAL 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:

The Local Council agrees to:

- Use Scouting to further the Chartered Organization's aims and values for youth.
Conduct the Scouting program consistent with BSA rules, regulations, and policies.
Be represented in the Local Council and the local Scouting district by a Chartered Organization Representative (COR)...

- 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...

Annual Charter Agreement

Signed \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_
For the chartered organization
Signed \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_
For the BSA local council
Signed \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_
Chartered Organization Representative

Blue silhouette background with text boxes: Institutional Head or COR, Commissioner or professional, Institutional Head or COR, Prepared. For Life.™



# Background Check Form

- There will be enough forms for all leaders in each unit in the recharter packets.
- Forms may only be turned in manually. This will not be available online to submit.
- The National office plans to have all adults submit this form every 5 years.
- If forms are missing from submitted recharter paperwork, we will handle this the same way at leaders without YPT. If there are enough adults to recharter the unit, we will remove the defective leaders and post the unit.





# Missouri Care

- State funded insurance for Missouri residents only
- Will pay for youth to join youth serving organizations
- This can take the place of financial assistance requests
- We need to take advantage of this to reduce the number of financial assistance requests
- These forms can **ONLY** be filled out during recharter time. The forms cannot be submitted during any other time but recharter time.
- Make sure that your leaders and parents know that this an option
- Have questions? Call Member Services at **1-800-322-6027**.





# How To Start

- Have your rechartering packet with unit access code
- Know who is continuing and who is dropping
- Contact your COR to let them know you will need their signature soon
- Collect fees
  - \$40 per unit
  - Registration fees TBD
  - \$12 per person for Boys Life
- Install Adobe Reader to print final Charter Renewal report
- Install a supported browser
  - Internet Explorer, Chrome, Firefox



# Updated Internet Rechartering



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# Access codes still distributed by Council



## Internet Rechartering

Welcome and thank you for using Internet Rechartering from Boy Scouts of America. Internet Rechartering allows you to renew your unit's charter online and perform the following actions:

- Select members from your existing charter roster,
- Promote members from another unit,
- Add new members,
- Update member information, and
- Print a summary of costs associated with the new charter.

Before beginning Internet Rechartering, collect all member information, including new member forms with the appropriate signatures. To complete the process, you must be connected to a printer to print the final report for signature.

If you are a new user, you can consult the [help](#) and the [tutorial](#) for instructions on using Internet Rechartering.

### New member applications

For additional adult or youth membership applications: [Membership Applications](#).

**REGISTER**

First Time User


**LOG IN**


Returning User



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# New Branded Look and improved navigation

Internet Rechartering - Shenandoah Area Council: Pack 0123 



Shenandoah Area Council: Pack 0123

Rechartering

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

### STEP 2 OF 6 : SELECT MEMBERS FOR RENEWAL

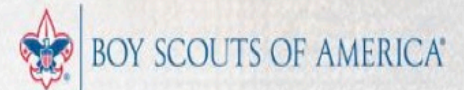
Below is your current roster.

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"/>	A A		Adult	1.Unit College Scouter Reserve	
<input checked="" type="checkbox"/>	Juliet	Grand View Rd	Adult	1.Committee Member	12281
<input checked="" type="checkbox"/>	Michael	Grand View Rd	Adult	1.Committee Chairman	11919
<input checked="" type="checkbox"/>	Herschel	PO Box	Adult	1.Executive Officer	13359

[PREVIOUS](#) [NEXT](#)



# Youth Protection Training will be Required for each adult volunteer on the recharter

New to Scouting?  
Click Here To Take Training



The logo is circular with a black border. Inside the border, the words "YOUTH PROTECTION" are written in white, uppercase letters. Below "YOUTH PROTECTION", the words "BEGINS WITH" are written in white, uppercase letters. In the center of the logo is a red shield with a white fleur-de-lis. The shield has a white outline and a white fleur-de-lis with a red center.



Unit Renewal Reports – Full and Summary – will remain available for use as needed.



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# Electronic Approval

Internet Rechartering - Council Name



Unit Number and Name

Rechartering

- 1 Load Roster
- 2 Update Roster
- 3 Check Roster
- 4 Summary
- 5 Submit Roster

## SIGNATURE

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.

Full Name

Nour Maatouk Yabra

Initials

NMY

Draw your Signature

CLEAR SIGNATURE

## REGISTRATION

Paid Youth	\$432.00
Multiple Youth	\$0.00
Paid Youth BL	\$0.00
Paid Adults	\$192.00
Multiple Adults	\$0.00
No Fee Adults	\$0.00
Paid Adult BL	\$0.00
Fee	\$40.00
<b>TOTAL</b>	<b>\$664.00</b>

Chartered Org rep logs in to the same account to sign.

NEXT

# Electronic Payment

Internet Rechartering - Council Name



Unit Number and Name

Rechartering

- 1 Load Roster
- 2 Update Roster
- 3 Check Roster
- 4 Summary
- 5 Submit Roster

## PAYMENT

Select Payment Method



Credit Card



Cash



E-Check

Cardholder's Name

Card Number

Expiry Date

Month



Year



CVV

## REGISTRATION

Paid Youth	\$432.00
Multiple Youth	\$0.00
Paid Youth BL	\$0.00
Paid Adults	\$192.00
Multiple Adults	\$0.00
No Fee Adults	\$0.00
Paid Adult BL	\$0.00


Fee \$40.00

**TOTAL \$664.00**

NEXT

# Payment Confirmation

Internet Rechartering - Council Name ⚙️


  
Unit Number and Name


Rechartering


- 1 Load Roster
- 2 Update Roster
- 3 Check Roster
- 4 Summary
- 5 Submit Roster

**PAYMENT**

Select Payment Method

 Credit Card

 Cash

 Check

Ca

Ca


Ex

CVV

CVV

**REGISTRATION**

Paid Youth	\$432.00
Multiple Youth	\$0.00
Paid Youth BL	\$0.00
Paid Adults	\$192.00
Multiple Adults	\$0.00
No Fee Adults	\$0.00
Paid Adult BL	\$0.00
<hr/>	
Fee	\$40.00
<hr/>	
<b>TOTAL</b>	<b>\$664.00</b>

  
**Payment Confirmation**

Text textText textText textText textText textText textText textText textText  
Text textText textText textText textText text

**ACTION**

**NEXT**





# Turn in Unit Paperwork

- Print out the Charter Renewal including cover page
- Get the signatures (Charter Renewal (unless signed online), JTE Form, Annual Charter Agreement)
- Turn in the Background Check Authorizations for all Scouters
- Turn in to Council with payment and applications for new members (unless paid online)
  - Don't prefill the check in case changes are needed at turn-in







# Turn In Options

The intent is for a knowledgeable person to review the paperwork for potential errors before it is sent to Council.

1. November /December Roundtable
2. A Commissioner
3. District Professional
4. GSLAC Office
5. Do not turn in at Cape or Belleville Scout Shops
6. Do not mail the paperwork





# The Council Process

- Registrar will check and accept recharter packets at GSLAC Council office.
- Error items will be emailed by staff to the unit representative doing rechartering, Unit Key 3, a District Professional and District Commissioner who will forward to UC & ADC
- ALL Errors must be cleared before the Unit can be Chartered for 2020



# Questions

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Please contact your Council for information.



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