



Parent Meeting Agenda

Before you Begin

- Plan an agenda
- Be prepared
- Talk with your co-leader
- Gather supplies
- Invite the parents

Agenda for Meeting

Welcome

- Name tags
- Personally welcome all
- Introduce all leaders
- Parent introductions

Information about Girl Scouts

- Mission statement
- Describe the benefits
- Explain girl/adult relationships
- Review grade Level characteristics ***
- Recite the Promise & Law

Troop Leader Responsibilities

- Share about your own training
- Your responsibilities as the leader
- Service unit support
- Girl Scout Leadership Centers

Parent/Guardian Responsibilities

- How parents can help
- Share your expectations
- Discuss financial support
- Benefits of involved Parents
- Invite family members to register with the troop

Our Troop

- Cost of membership
- Troop dues
- Who pays for what
- Financial assistance
- Communication with parents
- Parent permission forms
- Cancelled troop meetings

Ending the Meeting

- Thank everyone for coming
- Collect all forms & registration information
- Follow up with parents unable to attend

Additional Help

- Find someone (another adult or older girls) to do activities with girls
- Practice your talk
- Complete the Parent Handbook
- Gather forms & supplies

Forms Needed

- Grants for Girls/Adults
- Year Long Permission Form/Health Form
- Families Make it Happen/Troop Team Committee
- Cancelled Meeting Form