

Parent/Caregiver Meeting Agenda*

Introductions (10 minutes)

- Introduce yourself and why you decided to step up to lead a troop
- Ask the parents/caregivers to introduce themselves and their Girl Scouts
- Discuss troop meeting logistics:
 1. Where will the troop meet?
 2. When will the troop meet?
 3. How long will meetings last?
 4. How often will the troop hold meetings?

What do Girl Scouts do? (15 minutes)

- Review the Girl Scout Promise and Law (optional: review the Family Promise and Law)
- Discuss a well-rounded troop year:
 1. Earn 3-5 badges in different topics (STEM, outdoors, art, financial literacy)
 2. Complete at least one community service project or Take Action Project
 3. Do at least one outdoor activity or go camping overnight
 4. Participate in the Girl Scout Cookie Program
 5. Try to attend one field trip or Girl Scout event
 6. Include 1-2 Girl Scout holidays or celebrations (Juliette Gordon Low's Birthday- October 31, World Thinking Day- February 22)
- Discuss the GSLE (Girl Scout Leadership Experience)
A Variety of Activities + Supportive Adults + 3 Processes of the GSLE (girl-led, learning by doing, cooperative learning) = Future Leaders
- Review the Troop Year Plan (either by going over the VTK feature with parents, or by distributing a calendar with dates by email, print-out, etc.)

Family As Part of the Formula (5 minutes)

- Why should families be involved? The Troop Leadership Team wants to partner with Families because research shows that support systems help young people to be more confident.
- Commit to how you will share information with families:
Decide on the troop's preferred method of communication: texting, emailing, social media, or an app like GroupMe, BAND, etc.

How Can Families Help? (5 minutes)

- Discuss Troop Leadership Opportunities, various roles needed filling, pass out the GSSA Caregiver Involvement Form, stress the need for support

- Allow the caregivers a few minutes to consider how they can contribute by looking over the involvement form, and then collect completed forms.

Money Matters & More (10 minutes)

- Uniforms, Supplies, and Other Costs... How will these be covered? 3 options (or a mix of these!)
 1. Caregivers pay for the items directly
 2. Troop dues (determine how much and how often these will be collected)
 3. Product Proceeds (fall product and cookie profits)
(For a troop that is just starting out, most often the caregivers pay directly for uniforms and insignia and for membership costs (\$25/membership). Badges, troop supplies, and leader resources are covered by troop dues. Troop funds may also be used for other costs such as special certifications and meeting space rental. The cost of council events and troop outings is usually paid for with a mixture of proceeds from product sales and asking the caregivers to cover the balance.)
- Paperwork
 1. Health and Permission Forms for every Girl Scout
 2. Health Forms for every adult who wants to participate in troop activities (membership will also be required for these adults).

Wrap Up the Meeting (5 minutes)

- Close With Intention
 1. Provide the contact information for the Troop Leadership Team
 2. Review your troop's preferred communication method
 3. Q&A

*Plan an age-appropriate activity for the Girl Scouts to complete with one member of the leadership team while another leads the meeting with parents, ensuring that safety ratios are met (with either another registered, approved adult present or by keeping both caregiver and girl activities in the same room, in separate spaces).