

Patrol Leaders' Council Agenda

Date: _____

Opening

SPL will call the meeting to order and take roll call (the scribe will record). The scribe reads the minutes of the last meeting. Give everyone a chance to comment or make changes if necessary. When correct, have someone "move" and someone else "second" a motion to approve the minutes. The members show their approval by saying "Aye".

NOTES: _____

Patrol Leader Reports

Ask each patrol leader for his "patrol report." Each patrol leader reports on progress his patrol has made since last meeting. The patrol leader will also report on advancements.

NOTES: _____

Old Business

Discuss items that were to be worked on between meetings. Discuss anything left undone after the last meeting. Get progress reports on tasks assigned to troop leaders, patrols, etc.

NOTES: _____

Program/Meeting Planning

Take this time to plan the next troop meeting or work on planning several troop meetings. Patrol leaders should be able to give their patrol's suggestions. Use the Troop Meeting Plan Sheets from Troop Program Features. Complete one sheet for each Troop Meeting and Outing Program Plan.

NOTES: _____

New Business

New ideas, items held over from last month for a decision, assign jobs to be worked on until the next meeting. Get ideas from everyone.

NOTES: _____

Scoutmaster's time

Offer a moment for the Scoutmaster to make comments.

NOTES: _____

Troop 509 Meeting Planning

7:00 – 8:30 (90 minutes)

Pre-Opening (6:30 – 7:00)

A “Service Patrol” is assigned to each Troop meeting. This patrol is in charge of setting up the meeting (getting flags, arranging chairs, etc.) and cleaning up after the meeting.

A pre-opening game should be planned to keep Scouts occupied until the meeting starts. This will also encourage Scouts to arrive early (instead of late).

Opening (7:00 – 7:05)

- SPL calls meeting to order (on time) instructing Scouts to gather by patrol
- Service Patrol also performs opening ceremony – opening should vary each week (pre-determined list of openings will help)
- Announcements (SPL and/or Patrol Leaders)

Skills Instruction (15-30 Minutes)

This part of the meeting might focus on skills Scouts will need in order to fully participate in an upcoming activity, or upon skills they must have to complete requirements for advancement. Instruction should be varied by experience level:

Junior Scouts

Experienced Scouts

Older Scouts

Instruction should be hands-on learning rather than lecturing. Those leading the sessions can be troop instructors with expertise in a particular area, adult scout leaders or outside experts.

Patrol Meetings (5-15 Minutes)

SPL will announce that it is time for patrol meetings. Each patrol will gather in a predetermined area. Each patrol leader takes charge of his patrol’s meeting.

Attendance

Collecting dues or fees

Planning patrol’s involvement in upcoming event

Selecting menus (Notice this is *selecting* not making)

Assigning patrol members to specific tasks

Working out any other details for upcoming outings or responsibilities.

Interpatrol Activity (15-20 Minutes)

Lead by SPL, allows all patrols to interact in a competition or cooperative effort. The activity might be a game that tests the skills Scouts are learning for an upcoming activity (race to set up a tent properly or to tie a set of knots correctly)

Closing

- Scoutmaster announcements (including reminder of who is next week's Service Patrol)
- Advancement Recognition
- Troop Recognition
- Scoutmaster Minute
- Vespers

After the Meeting

Service Patrol puts away flags, restores room to original condition

SPL meets with PLC members and Scoutmaster to review the meeting, review plans made at PLC

Meeting Evaluation	Answer
Did we accomplish a purpose?	
Was the meeting fast paced and fun?	
Was the meeting well attended?	
Did we do something new and different?	
What worked well that we could do again?	
Use this information to help make the next Troop meeting even better!	

IMPORTANT

Troop meeting planning should also include listing any materials needed.