

Notes to the Troop Leadership Team are on the left side. Talking points to use during the meeting are on the right side.

Materials Needed for the Parent Meeting:

- ◆ Parent Meeting Agenda
- ◆ Name Tags for each person (optional)
- ◆ Health History Form for each registered adult and girl

NOTE:

Welcome each person and encourage them to talk to each other.

Recite the Girl Scout Promise and Law

NOTE:

We hold up the Girl Scout sign while reciting the Girl Scout Promise and Law. Hold the right hand up and use the thumb to hold down the little finger, keeping the first three fingers upright and together.



Welcome

SAY:

Hello and welcome! My name is _____ and I'm going to be the co-leader of your daughter's Girl Scout troop. It's so nice to meet you/see you again.

Introduce co-leaders

ASK:

I look forward to getting to know you as we go through this year of Girl Scouts. Please tell us about yourself.

Recite the Girl Scout Promise and Law

DO:

Hand out the Parent Meeting Agenda.

SAY:

Before we go any further, I want to start this meeting the way all Girl Scout meetings begin by saying the Girl Scout Promise and Law together. You will find it on the back of the agenda. Please hold up the Girl Scout sign and let's say them together.

Girl Scout Promise

On my honor, I will try:

To serve God and my country,
To help people at all times,
And to live by the Girl Scout Law.

Girl Scout Law

I will do my best to be

honest and fair,
friendly and helpful,
considerate and caring,
courageous and strong, and
responsible for what I say and do

and to

respect myself and others,
respect authority,
use resources wisely,
make the world a better place, and
be a sister to every Girl Scout.

Ages and grades of our troop

SAY:

Girl Scouts is open to girls in Kindergarten through 12th grade. Our troop consists of grades _____ so we are _____. (Choose as appropriate: Daisies, Brownies, Juniors, Cadettes, Seniors, Ambassadors or Multi-Level.)

Parent Meeting Script for Agenda

Membership registration

NOTE:

Contact Customer Care if you or your troop have any problems registering online by e-mailing info@girlscoutsp2p.org or calling **800-672-2148**.

Uniforms

NOTE:

Visit www.girlscoutsp2p.org in advance of your Parent Meeting to determine which shop is closest to you and share that address with your parents. You can also print the Starter Kit Flyer and Troop Registry Form on the Volunteer Reference Materials page: tinyurl.com/VolunteerReferenceMaterials.

Financial assistance

NOTE:

If financial assistance is needed for membership, parents can request assistance during registration online. Contact Customer Care at info@girlscoutsp2p.org or **800-672-2148** for more information.

Membership registration

SAY:

It is easy for the parents and girls to register online and pay with credit or debit card. Go to www.BeAGirlScout.org and search by 5-digit troop numbers (ex: troop00123) and zip code.

Uniforms

SAY:

Girls are considered in uniform when they are wearing their Girl Scout pin. However, most girls will want a place to display her badges and patches. GSCP2P shops have starter packages for uniforms. The closest shop to us is _____ or you can shop online at shop.girlscoutsp2p.org.

Explain what girls do and learn in Girl Scouts

SAY:

The Girl Scout Leadership Experience is the process that Girl Scouts use to build girls of courage, confidence and character, who make the world a better place. While the girls learn positive values, healthy relationships, challenge seeking and more, they will have a lot of fun earning badges and patches, selling cookies to learn financial literacy, having great outdoor experiences at camp and much more! Girl Scouts is designed to be a girl-led experience, so the Troop Leadership Team is here to facilitate girls as they discover their interests and what they want to do as a troop. For example, we will discuss what badges and patches, community service projects and fun activities we would like to do.

ASK:

Parents, what are your expectations for your daughter in Girl Scouts?

Financial assistance

SAY:

Finances should not stand in the way of a girl's participation in Girl Scouting. Financial assistance is available for membership and camp programs. Contact Customer Care at info@girlscoutsp2p.org or **800-672-2148** for more information.

Parent Meeting Script for Agenda

Our troop meetings

NOTE:

If the Troop Leadership Team has already established a meeting day, time and location, simply share this information with the parents.

NOTE:

If the meeting time or location does not work for a family, the Troop Leadership Team should direct parents to contact Customer Care at info@girlscoutsp2p.org or **800-672-2148** for assistance in locating another troop that fits that family's schedule.

Our troop meetings

If meeting day, time and location is known:

SAY:

Most of what we do will take place in our troop meetings. Our troop's meetings will be on _____(day) from _____(times) at _____(location).

If the troop meeting times do not work for your family, we still want you in Girl Scouts. Please contact Customer Care at info@girlscoutsp2p.org or **800-672-2148** for assistance in locating another troop that fits your family's schedule.

If meeting day, time and location is not known:

DO:

Finding a meeting location is often one of the hardest initial tasks. Some locations are schools, libraries, churches, community centers and local businesses. Most public facilities are ADA-compliant and ensure the meeting is accessible for girls and adults. Meeting days, times and locations should be convenient for all Troop Leadership Team members.

Brainstorm a troop meeting location with parents. Here are some things to consider:

- ◆ Parents may have contacts and can help find a meeting location for you.
- ◆ Including all parents ensures that the meeting will work for everyone.

Parent Meeting Script for Agenda

Our troop dues and how they are used (optional)

NOTE:

Troop dues are a troop decision. Troop dues cannot be covered by financial assistance, so set an amount and frequency that works for the families in your troop.

Troop, community and council-sponsored events

NOTE:

You will find there are so many fun events offered by the local community and Girl Scouts Carolinas Peaks to Piedmont that you will not be able to do it all. Don't even try! Some girls will attend everything; others will attend rarely or never. Each girl's Girl Scout experience is unique. It is OK!

Our troop dues and how they are used (optional)

DO:

Troop Leadership Team members should decide in advance how troop dues will be used (craft supplies, badges, activities, etc.)

Here are several ways to save funds:

- ◆ If you have a snack at meetings, have parents sign up to bring snacks for a meeting.
- ◆ Create a troop supply list and have each family sign up to bring an item. Supplies often needed include: crayons, markers, paper, scissors, glue, glue sticks, pens and pencils.

SAY:

Troop dues are necessary for new troops and will be used to cover _____ (ex: meeting and craft supplies, badges, patches and activities). Depending on how cookie sales go in the spring, we may need to collect additional dues. We will start with \$_____ in troop dues per girl. Please bring dues to our next meeting. You can bring cash or check made out to "GSCP2P Troop #_____."

Troop, community and council-sponsored events

DO:

Tell the parents about upcoming events.

SAY:

There will be many fun events to attend. Sometimes these will be troop events with just our troop, but often we will be invited to local events by the community. There are also council-sponsored events listed on the online event calendar at

www.girlscoutsp2p.org. These events can be attended by any registered girl and her registered parent or we can attend as a troop. We always need two unrelated registered adults to attend events as a troop, so I will need your help.

Parent Meeting Script for Agenda

Troop communication

NOTE:

Before your parent meeting, decide how you want to communicate with troop parents. Try the VTK and test it with your Troop Leadership Team.

Connecting with Service Unit volunteers

NOTE:

Find out when your Service Unit holds leader meetings. If co-leaders cannot attend, ask a parent to attend so the troop doesn't miss out on important information or events.

Troop communication

DO:

Tell the parents how you will communicate events, deadlines and meeting reminders. The Volunteer Toolkit is excellent for keeping families informed. Try using the VTK to connect with the parents during your parent meeting using their smart phones.

Emergency communication: late pick-up or cancellations

DO:

Tell the parents how to reach you during meetings in case they are stuck in traffic and running late, or if a different person is taking their child home that day. Can they text you or should they call your cell? It should be rare that you need to cancel a meeting due to illness or bad weather, but make a plan just in case.

SAY:

Most troops go by the policy of “no school; no Girl Scouts” so if school is cancelled for bad weather, so are troop meetings. We will communicate by _____ in case of emergencies.

Troop Leadership Team responsibilities

Co-leader responsibilities

SAY:

I promise to do my best to follow the Girl Scout Promise and Law and to meet the expectations of a good troop leader.

Volunteer training

SAY:

As your troop leader, I have taken training so we have a great year as a troop. These trainings are open to parents and can be scheduled by contacting Customer Care at info@girlscoutsp2p.org or **800-672-2148**.

Connecting with Service Unit volunteers

SAY:

Our Service Unit offers leader support meetings on the _____(date) at _____(location). These are open to parents too. Let me know if you would like to go together.

Parent Meeting Script for Agenda

Troop bank account

NOTE:

To open a troop bank account, you need two unrelated signers, who do not reside in the same household, who are current members, have a current background check on file and have completed Managing Finances Training online.

Troop bank account (requires two unrelated registered adults)

SAY:

Each troop must have a troop bank account for product program proceeds, dues and expenses. The troop needs two unrelated registered adults with approved background checks on file listed as signers on this bank account. Our troop finances will be reported regularly.

DO:

Either thank these volunteers or ask for volunteers to assist.

Parent/guardian responsibilities

Follow the Girl Scout Promise and Law

SAY:

All adults and girls participating in Girl Scouting agree to accept and uphold the Girl Scout Promise and Law that we recited a few minutes ago.

Financial support of the troop

SAY:

Parents are responsible for the success of the troop. The best way to support the troop financially is by paying for events and dues on time and by supporting your daughter in her goals during cookie season. Cookie time is family time.

SAY:

Troop finance reports are due to GSCP2P on May 30. Submitted troop finance reports are available for review.

Parent Meeting Script for Agenda

Volunteer roles

NOTE:

Multi-level troops find it helpful to have Troop Leadership Team members for each program grade level.

How parents can help

SAY:

I promise that I cannot lead this troop alone. A troop is a family of Girl Scouts working together. Parent volunteers are key to the success of the troop.

DO:

Review troop roles listed below with the parents. All roles listed below require a current membership and some roles require an approved background check on file. Some roles require training. Get volunteers to fill your slate of volunteers. Some people will volunteer for more than one thing. Attempt to get everyone to participate.

Volunteer roles

- ◆ Troop Leadership Team
- ◆ Troop Camping Adult
- ◆ Troop Cookie Manager
- ◆ Troop First Aider
- ◆ Troop Banking Specialist
- ◆ Troop Fall Product Manager
- ◆ Troop Support Volunteer
- ◆ Troop Driver

DO:

Use the *Parent Interest Survey* to make a troop roster of troop volunteers.

SAY:

Adults can add their troop role by logging into MyGS from the main menu of www.girlscoutsp2p.org. Just select Add Role in the membership tab.

Ensure membership is current for girl and adult volunteers

SAY:

All girls and adult volunteers participating in Girl Scouting must have a current membership, which includes Girl Scout insurance.

Parent Meeting Script for Agenda

Complete and submit health history form and permission slip when requested

DO:

Handout health history forms

SAY:

All girls going on field trips or camping are required to have a signed permission slip and current health history form on file. All adults participating in field trips or camping must have a current health history form on file. Please return completed health history forms by _____(date).

Communicate regularly with troop leadership

SAY:

Successful troops have active, involved parents who communicate regularly with the Troop Leadership Team and respond to troop communications timely.

Drop-off and pick-up daughter on time

SAY:

Troop Leadership Team members have family and work responsibilities, too. Please drop-off and pick-up your daughter on time.