



Girl Scouts®

Girl Scouts of the Northwestern Great Lakes, Inc.

HOW TO RUN A PARENT/GUARDIAN MEETING

What is a parent/guardian meeting?

Offered at the beginning of the program year and two to three times there after to:

- Explain info about Girl Scouting
- Build a team/support system for girls in the troop
- Share troop plans

Planning the parent/guardian meeting

- Maximize time/date/location so that all or most of parents attend
- Plan activities to keep children occupied using older Girl Scouts or an adult to supervise

Supplies:

1. Sign in sheet: Ask for name, best time to call, cell phone, hobby or interest to share with girls
2. Name tags
3. Calendar of troop events/meeting, including Troop Leaders' contact information
4. [Parent Involvement Form](#) and [Parent/Guardian Support Agreement](#) (Have parent (s) fill out and return to table while waiting for other parents to arrive. Once completed, return to Troop Leader at which time she/he invites them to be part of the team and become a Girl Scout member).
5. Adult registration packet (Volunteer Application/reference, registration form)
6. Troop books, *Safety-Wise*, *The Source*
7. Girl Scout Shop Catalogs/Order forms/Starter Kit
8. Troop scrapbook/picture display
9. Family Partnership information and parent letters
10. Paper, pens, envelopes and paper clips/stapler (to keep money w/forms)
11. Refreshments (optional)

Meeting

1. Introductions
 - A. Leader/co-leader's name/address/phone
 - B. Parent introductions
 - C. Troop Basics
 - Time of meeting (start time, end time. BE ON TIME!!) Place of meeting
 - Troop number
2. Troop Program
 - A. Share The Mission
 - B. Share *Discover, Connect, Take Action*
 - C. Program Grade Levels:
 - Girl Scout Daisy, K-1
 - Girl Scout Brownie, 2-3
 - Girl Scout Junior, 4-5
 - Girl Scout Cadette, 6-8
 - Girl Scout Senior, 9-10
 - Girl Scout Ambassador, 11-12
 - D. Go over plans for Girl Scout year
 - Permission slips: when and why used
 - E. GSUSA National Registration
 - \$12.00
 - Insurance coverage
 - Background checks (the safety of your daughter is #1!)
Financial aid available

F. Family Partnership

- Parent Letter
- Patch received for \$25.00 donation/girl

G. Product Program Activities

- Fall Product Program
 - Begins and ends in October
 - Family and friend sale
 - Girls earn recognitions; troop earns dollars; support to Council for service to girls and Leaders
- Girl Scout Cookie Sale Program
 - Begins January, ends February
 - Door-to-door sale
 - Girls earn recognitions; troop earns dollars; support of Council for service to girls and Leaders

H. Who Pays for What

- Girls/Parents
 - National Registration Fee
 - Troop Dues
 - Books/Uniform
 - Family Partnership
- Troop
 - Program supplies
 - Troop equipment
 - Service projects
 - Trips (depending on how much troop can afford)
- Sponsor
 - Supplies
 - Services i.e. photocopying
 - Providing a meeting space
 - Sharing a skill

Thank you for coming in support of your Girl Scout's troop!