

# TROOP MEETING PLAN

# BSA TROOP 66

This Troop Meeting Plan shall be prepared by the SPL at least one-month prior to each Troop meeting, reviewed with the Patrol Leaders Council, and approved by the Scoutmaster. Activities shall be selected based on advancement, trip preparation, and skill development needs. The SPL is responsible for putting this Plan into action, by notifying all responsible parties of their role at the meeting at least 2-weeks in advance.

For Troop Meeting on: \_\_\_\_\_, 20\_\_

Time	Activity	Responsible Party(s)	Contact Date
6:45 – 7:05	<b>Gathering Activity</b> <input type="checkbox"/> Knot of the Month <input type="checkbox"/> _____ <input type="checkbox"/> _____  Set-up ( <i>Move tables, flags, etc.</i> )	Instructor(s): _____ Other: _____ _____  Patrol/PL: _____	
7:05	<b>Assembly Call</b>	Bugler: _____	
7:05 - 7:10	<b>Opening Ceremony</b> Roll Call – Attendance Announcements – ( <i>Upcoming Events, Merit badges, etc.</i> )	Patrol/PL: _____ Scribe: _____	
7:10 – 8:00	<b>Primary Activity</b> New Scouts: _____ _____ Full Troop: _____ _____ High Adventure: _____ _____	ASM: _____ Guide(s): _____ _____  Instructor: _____ Other: _____ _____  Instructor: _____ Other: _____	
8:00 – 8:15	<b>Patrol Meeting Activity</b> New Scout Patrol: _____ _____ 2 <sup>nd</sup> Year Scout Patrol: _____ _____ 3 <sup>rd</sup> Year Scout Patrol: _____ _____ Venturing Patrol: _____ _____	Patrol/PL: _____  Patrol/PL: _____  Patrol/PL: _____  Patrol/PL: _____	
8:15 – 8:30	<b>Secondary Troop Activity</b> _____ _____	_____ _____	
8:30	<b>Closing</b> Scoutmaster’s Minute Prayer Taps Dismissal Clean-Up	Scoutmaster: _____ Chap. Aide: _____ Bugler: _____ SPL: _____ Patrol/PL: _____	

NOTES: \_\_\_\_\_  
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