

Boy Scout Troop 442  
Union, Missouri  
DATE:

- Pre-meeting/Gathering activities(not on agenda) from 15 minutes before the meeting to the meeting start. This should be some simple organizing activity to make sure everyone is doing something to help and should be related to the skill session later in the meeting.
- Call to Order(no more than 5 minutes): Plan a ceremony. Keep it quick and simple. You may appoint a Patrol or specific group to highlight them for the week. **DO THIS PROMPTLY ON THE HOUR!!!** Encourage everyone to be on time(that is, early) by starting on time every week.
- Skills(15-30 minutes): Each Patrol should keep track of their members' advancement needs. Skills should be focused on meeting at least one advancement sign-off for each meeting. If you can get multiple sign-offs that is even better. You can plan to have someone talk about a skill or you can teach a skill using EDGE yourselves. It should engage everyone in the Troop, and you can have different skills for different ranks and ages. Use S.M.A.R.T. planning(NYLT).
- Patrol Meetings(10 minutes): Patrol business should be rounded up during these sessions. Each Patrol should already have a good communication network setup and have detailed planning meetings outside of the Troop meeting. The meeting during the Troop meeting is just to finalize duty assignments, organize gear and transportation, and check on advancement for the day.
- Activities(15-30 minutes): Games, songs, inter-Patrol competition designed to strengthen the Troop and Patrol team spirit. This should tie-in to skills and Patrol meetings. Upcoming events such as Camporee or Klondike derbies may need Troop organizing or practice for group events. **EVERY MEETING SHOULD HAVE SOMETHING FUN TO DO!!!**
- Announcements(5-15 minutes): Use this space to keep the Troop informed about upcoming events, training opportunities, and important news.
  - Bullets as needed.

Scoutmaster Minute:

- Closing Ceremony
- PLC Standup meeting(5 minutes). This needs to happen at EVERY meeting. A *roses and thorns* or Start/Stop/Continue reflection that addresses what took place at that evening's meeting. Make notes and adjust your plans for future meetings to fix what needs fixing.

SPL: Your signature  
Your contact information

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