



Troop 509 Weekly Meeting Plan

Meeting Date: _____

<u>Activity</u>	<u>Description</u>	<u>Run By</u>
Pre-Opening	Prepare location for meeting / activity Leaders arrive 15-minutes early.	SPL & ASPL
Opening Ceremony _5_ Minutes (Start on time)	Flags: (Patrol = _____) Pledge of Allegiance / Scout Oath / Scout Law	SPL
Announcements _5_ Minutes	Any visiting guests? Troop Announcements	SPL
Reports _5_ Minutes	Patrol Points Up-date / Ask JASM where Instructor table is? . . . Patrol Leader Attendance (Is each PL, or APL present?) <u>Reports from:</u> Librarian Historian Quartermaster	SPL APL APL
Main Meeting Event _____ Minutes	Will you have a uniform inspection? Skill to teach / Presentation? (Together, or in small groups) What props / supplies are needed?	
Fun / Activity / Other _____ Minutes	What props / supplies are needed?	
Closing Ceremony _5_ Minutes (60 min. = Total Meeting)	Scoutmaster Minute Flags: (Patrol = _____)	SM or ASM SPL
After the Meeting	Pick up trash, clean area, chairs in rows. Instructors available to sign books.	ASPL

The SPL will submit this written plan to the SM prior to each Troop meeting.