

## First Parent Meeting

In conjunction with, or before you start meeting with your girls you will want to meet with the parents/guardians. During the parent meeting you cover:

- Welcoming them to your troop- Introduce yourself and co-leaders. Have families get to know you.
  - Give them your contact information
- **When/Where the troop will meet-**
  - Drop off and pick up protocols
  - Troop meetings are not for parents and siblings
- **Girl Scout program materials and uniform components-** Let your families know what they will need to start. What are things they need right away and what are things that can be purchased later on.
  - Where and how to purchase uniform components and books.
    - Council store and council website
- **Membership-** Let families know what the membership fees are. Girls need to be registered to attend any troop activity including meetings. Adults need to be registered to volunteer with the troop.
  - \$35 girls
  - \$25 adults
  - You can have paper registration forms available or families should have been directed to register online before attending.
    - If registering by paper parents should be directed to bring blank checks to be filled in at the meeting.
  - If they have registered online before attending, they should be directed to bring a copy of the confirmation email.
- **The need for troop helpers** and what they need (**register and CORI**)
- Have CORI forms there for them to fill out or they should have been directed to have one filled out with a copy of their license.
- Have a Girl Scout CORI authorized signer from their unit/town at the meeting if possible to sign them.
  - Chaperones and drivers
  - Fall product managers
  - Cookie sale managers
  - First Aid CPR personnel
    - They should understand these do not have to be them. Any adult male or female over the age of 18 can register and CORI to volunteer.
    - *Drivers must be at least 21 years of age.*
- How you will communicate with families and how you would like them to communicate with you. Perhaps you will send weekly or monthly emails or Facebook updating families of your troop. The work your girls are doing, or will be doing. What you need the families to do, etc.

- **Authorization and Medical information forms**
  - Leaders need to have these form for every girl in order for the girls to attend any troop activity including meetings.
  - Parents need to update these forms when circumstances change.
- **Troop dues- What are your troop dues going to be?**
  - ***Pre read Volunteer Essentials Chapter 5***
    - ***Money earned by or donated to the troop becomes the property of the troop. It does not belong to individual girls, volunteers, or parents/guardians. Troop money should be used to equally benefit every member of the troop including troop leaders, not individuals.***
    - ***Troop Dues should not exceed \$1-\$3 per meeting. Dues may be paid at each meeting or collected monthly or quarterly based on what is best for each family. Money management is an important skill learned by girls who pay dues at each meeting and thus is the preferred method.***
    - ***Budgeting is an important part of financial literacy for girls; therefore a troop should PLAN ACTIVITIES BASED ON ACHIEVABLE FINANCIAL GOALS AND ONLY SCHEDULE ACTIVITIES WHEN THEY HAVE ENOUGH MONEY TO PAY FOR THEM. When budgeting for activities and trips, troops should budget for any troop leaders and adults needed to maintain girl-adult ratios. Leaders should not advance payment from personal funds for troop supplies or activities while waiting for dues or money earning activities to be complete.***
- You can decide to hold a family meeting while the girls are present. If you decide to meet with parents while the girls are there, we suggest you contact your service unit. There may be older girls who need to complete leadership hours that would gladly provide programming to your girls.
  - Regardless of if you have older girl coverage or not you will need to have activates that will keep the children occupied while you meet with the parents and an adult to supervise them.

Troops will need to have a minimum of two more parent meetings throughout the year.

- 1 Before beginning the Cookie Sale Program
- 2 Around March for early renewal information and next year plans

Parent meetings can happen outside of your meeting time, day and location.