



## PLC Agenda

Date: \_\_\_\_\_

Activity	Notes	Run By	Time
<b>Opening / Call to Order</b>  ____ minutes		SPL	
<b>Roll Call / Reading of the Minutes</b>  ____ minutes		Troop Scribe	
<b>Patrol Reports</b>  ____ minutes		PLs	
<b>Old Business</b>  ____ minutes		SPL	
<b>Big Event Planning</b>  ____ minutes		SPL	
<b>Troop Meeting Planning</b>  ____ minutes		SPL	
<b>New Business</b>  ____ minutes		SPL	
<b>Scoutmaster's Minute</b>  ____ minutes		SM	



## About the PLC Agenda

Activity	Notes	Church Run By
<b>Opening / Call to Order</b>	The opening of a monthly PLC meeting could be a recitation of the Pledge of Allegiance or the Scout Oath and Law. It is an indication that it is time for council members to get down to business	SPL
<b>Roll Call / Reading of the Minutes</b>	The troop scribe records the attendance and then reads the log, the meeting minutes, of the previous PLC meeting. Reading the log may not be necessary if everyone has had time to review the information before the meeting.	Troop Scribe
<b>Patrol Reports</b>	Each patrol leader, or representative of a patrol, is expected to come to the patrol leaders' council meeting prepared to give a brief report in the status of his patrol. The report can include announcements of advancement progress and information about any patrol activities that have occurred since the last PLC meeting.	PLs
<b>Old Business</b>	The senior patrol leader sets aside time for the council to discuss items mentioned in the minutes of the previous meeting that were unresolved or otherwise left undone. The group can determine what steps should be taken to close these matters.	SPL
<b>Big Event Planning</b>	The troop's big event of the month requires careful planning. So does the program feature for the month to come. The patrol leaders' council should discuss these portions of the troop's annual program, review the preparations that have occurred, and figure out what else must be done. The senior patrol leader can assign to various patrols the responsibilities for making final preparations (which can be completed during patrol time).	SPL
<b>Troop Meeting Planning</b>	Each PLC member should have copies of the troop meeting plans for the coming month. With the help of the senior patrol leader, patrol leaders can finalize which patrol or troop leaders will be accountable for each portion of the meetings. PLC members filling in blank spots on the troop meeting plans can also include information about where to find the equipment and other items necessary for any of the month's games, skills instructions, or other meeting activities.	SPL
<b>New Business</b>	As the PLC meeting nears its conclusion, the senior patrol leader can bring up for discussion any new items of business and can invite PLC members to raise any issues they feel should be considered by the full council.	SPL
<b>Scoutmaster's Minute</b>	The Scoutmaster will wrap up the meeting with a positive, motivational thought or story that will help pull the group together as a unified team.	SM