

Suggested Parents' Meeting Agenda

- The parents meeting should be held **after** the unit's *Adventure* has been selected and detailed information is available
- The purpose of the meeting is to inform the parents and the youth of the details of the upcoming *Adventure*. It can also be used as an opportunity to recruit more youths and adults. Some *Adventures* may have limits on the number who can participate. Others may have no limits.
- Have as detailed an itinerary as possible available, listing all pertinent dates--payment deadlines, permission slips, training dates, future parents meetings, conditioning dates and shakedown date etc.
- Have all the required forms available at the meeting.
- Share any promotional material available—video, pictures, brochures, etc. If your unit has chosen a BSA council camp or a BSA National High Adventure Base they may have promotional materials available for your use.
- Discuss provisions to meet religious obligations.
- Discuss health concerns, food allergies, medications, etc.
- Try to keep the meeting to about 45-60 minutes.
- Meeting should not be scheduled as part of a regular unit meeting.

SUGGESTED AGENDA

1. Welcome
2. Introduce **The Adventure**
 - a. Describe the *Adventure*
 - i. Date
 - ii. Place
 - iii. Cost
 1. Fund raising opportunities
 2. Deadlines
 3. Camperships
 4. Donations
 5. Fee payment options
 - iv. Minimums/Maximums
 1. Size of the crews, if applicable
 2. Youth/Adult ratio, if applicable
 - v. How you are going to get there

1. Detailed itinerary listing departure & return dates, side trips, etc.
2. Modes of transport (cars, vans, trains, planes)
- vi. Details - - e.g. a backpack trip, canoe trip, local council camp, out of council camp, National High Adventure Base, etc.
- vii. Adult volunteers needed
 1. Transportation
 2. Leadership on the trip
 3. Committee support
 4. Training
- viii. Age & physical requirements
 1. Annual physical for all participants
 2. National High Adventure requirements, if applicable
 3. Recommended conditioning
 - a. Unit level activities scheduled, if any
 4. Minimum age & rank, if applicable
 - a. Suggested merit badges
- ix. Side trips or sightseeing events along-the-way, if applicable
- x. Participant personal expenses not included in the fees
- xi. Required Forms
 - Submission deadlines
- xii. Emergency Plan
3. Training required (Youth Protection, First Aid, etc.)
 - a. Briefly review applicable BSA policies, (Guide to Safe Scouting, Safety Afloat, etc.)
 - b. Other
4. Expected behavior
 - a. Scout Oath & Law
5. Introduce the youth & adult leaders
6. Questions