



# Girl Scout Troop Year Planning Packet



2023-2024 Edition

# What's inside?

- Troop Fundamentals Planning
- Monthly Activity Ideas
- Monthly Calendar Planning Templates
- Badge Tracking Templates
- Meeting Agenda Templates

## This is for you!

Hello troop leaders!

Welcome to your year planning packet. We created this packet for you to smooth out the planning process, and to put all planning things in one place. This was designed with you and your troop in mind. Girl Scouts works the best when it's girl-led, **so we encourage you to include your Girl Scouts as much as possible in the planning process.**

The year planning packet was made for you, so let it work for you! Use the pages that are helpful, and do not worry about the rest. Fill up every page with writing, or keep it around for inspiration. Totally up to you and your troop!

A few notes on some specific items in this packet:

The Troop Fundamentals Planning template is meant to focus you and your troop for the year. It might be helpful to think of it like a list of goals and dreams people create around New Year's. It's an orientation, not a contract. It will shift and grow with your troop.

The Monthly Activity Ideas are simply ideas. Take them as you wish and use them as a launch pad for your Girl Scouts' creativity and planning skills. You can also always check Council's event calendar and blog for activity inspiration.

The Meeting Agenda template includes categories for three activities (introducing the meeting, small group problem solving, snacktivity, and make and move). These categories are suggestions that have worked in the past, not the expectation. We hope they are helpful if you want a little extra structure in your schedule.

Thank you for the time and energy you invest in your Girl Scout troop!

*Girl Scouts of Middle Tennessee Council*

# Girl Scout Fundamentals

As you plan your Girl Scout year with your troop, think about completing at least one activity for each element – remember you can combine activities. Taking a hike to complete an outdoor badge can count for both Outdoors and Badges & Awards.

## Badges & Awards

Ideally, each troop year should aim for four badges, or a journey and two badges! Try to rotate badges/activities based on the Four Focus Areas

STEM | Outdoors | Life Skills | Entrepreneurship

## Traditions

Aim to experience at least one Girl Scout tradition at every meeting. Ex. sing Girl Scout songs, create a friendship circle, or celebrate Girl Scout special days like Girl Scouts' birthday (March 12). Wearing your uniform is a tradition too!

## Outdoor Adventure

Get outside with your troop at least once a year or as often as possible! Take a trip to a local park, have a cookout, or go camping!

*Don't forget to check Safety Activity Checkpoints*

## Community Service




Aim to accomplish at least one Community Service project. Find someone or something the troop really cares about helping. Identify a community need by starting with your own school or neighborhood and build from there.




## Product Programs

Year One Troops can aim to take part in the online portion of Fall & Cookie Product Programs to earn troop proceeds & rewards. Year Two is a great time to add in booth selling during the Cookie Program.

## Special Events

Aim to participate in at least one special event each year. For example, your troop could attend a Service Unit event, or go on your own field trips such as visiting the fire department, farmer's market, or pet shelter.

Troop Fundamentals	What activities are you planning?	What do you need to do to prepare for this activity? (Materials needed, who will help, timeline, etc.)	Month Completed:
 <p><b>Badges &amp; Awards</b></p> <p>Aim to earn at least three to five awards. This could be badges, journeys, pins or other awards.</p>			
 <p><b>Traditions</b></p> <p>Aim to experience at least one Girl Scout tradition activity at every meeting.</p>			
 <p><b>Outdoor Adventure</b></p> <p>Aim to complete at least one outdoor activity, but there is no limit if your troops want to try more!</p>			

Troop Fundamentals	What activities are you planning?	What do you need to do to prepare for this activity? (Materials needed, who will help, timeline, etc.)	Month Completed:
 <p><b>Community Service</b></p> <p>Aim to accomplish at least one community service project. Find something the girls are passionate about.</p>			
 <p><b>Product Programs</b></p> <p>Take part in the online Fall &amp; Cookie Product Programs in Year One, then add booth selling in Year Two.</p>			
 <p><b>Special Events</b></p> <p>Aim to participate in at least one special event a year, like a council event, community event, or field trip.</p>			

# FALL: activity ideas

## August

- **Welcome Back!**
  - Celebrate being back together as a troop after the summer. Or celebrate beginning your troop.
- **Planning Party**
  - Get ready for the Girl Scout year with your girls. Choose which badges and journeys you might want to pursue as a troop. Keep planning as girl-led as possible.
- **Black-Owned Business Month**
  - Support Black stories and authors with [bookshop.org](http://bookshop.org) or at your local library.
- **World Humanitarian Day**
  - Give back to your community! Plan a project or activity to support a local business.
- **Women's Equality Day**
  - Learn about women's rights! Talk about women who advocated for women's rights.
  - Invite the girls to write thank you notes to the women who inspire them.

## September

- **Investiture Ceremonies**
  - Welcome new girls and their families into your troop. As the new girls receive their membership and grade-level pins, make it a special occasion for the whole troop.
- **Hispanic Heritage Month**
  - Take a virtual tour of a significant cultural place with [youvisit.com/travel](http://youvisit.com/travel) or [airpano.com](http://airpano.com)
  - Movie night with *Book of Life*, *Encanto*, or *Coco*.
  - Learn something! Find online lessons for cooking or dancing traditional Latino and Hispanic dishes and dances.
- **Self-Care Month**
  - Talk about what it is, and then do it! Girls choose the activity.
- **County/State Fair Season**
  - Field trip to a local fair. Create a scavenger hunt focusing on local business and agriculture.

## October

- **Happy Birthday, Daisy!**
  - Celebrate Juliette Gordon (Daisy) Low's birthday on October 31st. Throw a birthday party for the Girl Scout founder and learn about her life.
  - Make birthday cards for nursing home residents in coordination with a local organization.
  - Create a birthday party-in-a-bag for children currently living in shelters. Check out [childrensfoundationofamerica.org/tag/birthday-in-a-bag/](http://childrensfoundationofamerica.org/tag/birthday-in-a-bag/) for more details.
- **ADHD Awareness Month**
  - Talk about ADHD, and how girls and women experience it.
- **International Day of the Girl**
  - Connect with other Girl Scouts and Girl Guides around the world!
  - Check out [wagggs.org](http://wagggs.org) to learn how the day is being celebrated around the world.

# FALL: *activity ideas*

## November

- **Cookies Around the Corner**
  - Cookie season begins next month. Set goals with your girls and plan with their families.
- **Native American Heritage Month**
  - Learn about the land where your troop meets and where your girls live with [native-land.ca](#). [Earn the Council's patch](#).
  - Find out what plants the native tribes who lived in your area planted. [Plant a native plant garden](#).
- **World Kindness Day - 13th**
  - A day all about “doing a good turn.” As a troop, plan a way to show kindness to each other and your community.
- **National Hiking Day - 17th**
  - Enjoy the autumn weather with time outside. Plan a trip that goes along with a badge!
  - [tnvacation.com/trails-byways](#) and [alltrails.com](#) are helpful sites for finding the right trail for your troop.

## December

- **Cookie Time!**
  - Host a family meeting and prepare for the cookie orders to begin.
- **Happy Holidays Party**
  - Celebrate the holidays with your troop. Highlight multiple holidays from various cultures.
- **Dressember**
  - (For Older Girl Scouts) bring awareness to human trafficking by participating in Dressember. Wear a dress at all times for a week, or the whole month if girls choose, and let the conversations begin. Check out [dressember.org](#) for more details.
- **Campfire Cooking**
  - Embrace the chilly weather and lead your girls in camp fire cooking. Make pocket pizzas and smores in your backyard, local state park, or a Girl Scout Camp.

## More Ideas

- **Check the Council Website**
  - On [gsmidtn.org](#) you can find the calendar of Council hosted events, community partner opportunities for girls, and resources for troop leaders.
- **Ask your fellow troop leaders and Service Unit Managers**
  - The Girl Scout community possesses a wealth of knowledge and experience. See what ideas they have for seasonal activities.
- **Go to Camp**
  - Reserve time for your troop at one of [GSMIDTN's camps](#). Take your troop for the day or weekend. [Request activities](#) like archery, screen printing, horseback riding, and rock climbing.

# SPRING: *activity ideas*

## January

- **Happy New Year!**
  - Lead a conversation about troop and personal goals and dreams for the new year.
- **Cookies, Cookies, Everywhere**
  - Host a cookie rally with your troop or Service Unit.
- **MLK Jr. Day - 3rd Monday**
  - Celebrate the life of Martin Luther King Jr. by learning about his life and the work he did.
  - Participate in a community service project or Take Action project as a troop.
- **Mental Wellness Month**
  - Talk with your troop about mental wellness and what it looks like in their own lives. Lead a journaling activity and have the Girl Scouts write down how they care for their own mental health.
- **National Hobby Month**
  - Have your troop share their hobbies with each other!

## February

- **Cookie Booth Time**
  - Have fun selling Girl Scout cookies together at cookie booths around your community.
- **Black History Month**
  - Learn about Josephine Holloway, a Nashville Girl Scout leader. Plan to participate in Josephine's Journey or earn the Josephine Holloway patch.
  - Support Black creators! Create a playlist of Black musicians and have a dance party. Visit a gallery highlighting Black artists.
  - Participate in a local Black History month event.
  - Earn the Council's Black History Month patch.
- **World Thinking Day - 22nd**
  - It's a day of international friendship and a time to stand up for causes that could improve the lives of girls around the globe.

## March

- **Women's History Month**
  - Celebrate the lives and influence of women throughout history! Earn the Council's Women's History Month patch.
  - Visit womenshistorymonth.gov for online events, videos, and exhibitions.
- **Girl Scout Week - week of the 12th**
  - Learn about the founding of the Girl Scouts. Earn our Council's "Preserving Our Past" patch.
  - Ask each Girl Scout to share about the lives of famous Girl Scout alumni.
  - Check out the event calendar on gsmidtn.org to see how your troop can participate with the other Girl Scouts in your area.
- **Girl Scout Faith Celebrations**
  - Give your troop the opportunity to share and celebrate their places of worship. Celebration days include Girl Scout Sunday, Girl Scout Jummah, and Girl Scout Sabbath/Shabbat.



# SPRING: *activity ideas*

## April

- **Girl Scout Leader Day - 22nd**
  - Girl Scouts, their families, and their communities find special ways to thank their Girl Scout volunteers.
- **National Volunteer Month**
  - Go volunteer as a troop!
- **Earth Month**
  - Earn the Council's Earth Hour Patch.
  - Volunteer at a local garden, or participate in a trail clean up at a park.
  - Learn about Leave No Trace and its importance when enjoying nature. Check out [Int.org/why/7-principles/](http://Int.org/why/7-principles/) for Leave No Trace resources.
- **National Library Day - 6th**
  - Go to the library together! Libraries often host fun community events you can participate in as a troop.
  - Talk about the importance of libraries in communities, especially how libraries exists for everyone to use and enjoy.

## May

- **National Bridging Week**
  - Celebrate your troop as they move from one level of Girl Scouts to the next with a Bridging Ceremony.
- **Asian American Pacific Islander Heritage (AAPI) Month**
  - Read books and watch movies with your girls about AAPI stories from AAPI creators.
  - Find AAPI owned businesses to support with [instagram.com/asianfounded](https://www.instagram.com/asianfounded)
- **Mental Health Awareness Month**
  - Lead your troop in a discussion about the importance of mental health. Brainstorm ideas on how to support loved ones struggling with mental health.
  - Earn the Council's Mental Health Awareness patch.
- **End of Year Party**
  - Another amazing year of Girl Scouts in the books. Celebrate with your troop!

## June/July

- **Summer Camp Season!**
  - Ensure your girls and their families know all of the camp options available to them, including overnight camp, day camp, and volunteer-led day camp.
- **LGBTQ+ Pride Month**
  - Learn about Pride month, including what the letters in LGBTQ+ means.
  - Lead a conversation on inclusivity and what inclusivity looks like.
- **Juneteenth**
  - Learn the history of Juneteenth and participate in a local Juneteenth celebration.
- **Check the Council Website**
  - On [gsmidtn.org](http://gsmidtn.org) you can find the calendar of Council hosted events, community partner opportunities for girls, and resources for troop leaders.

# AUGUST

SUN	MON	TUE	WED	THU	FRI	SAT

## IN GIRL SCOUTS

We're getting the new year of Girl Scout started by recruiting volunteers and girls. Troops plan their Girl Scout year out and get started.

Fall Product sales start for returning troops.

## CELEBRATIONS

National Black-owned Business Month

19th - World Humanitarian Day

26th - Women's Equality Day



Add troop birthdays and special occasions!

## TROOP GOALS

# AUGUST: *at a glance*

Meeting Dates & Times	Badges & Journeys	Activities & Field Trips
Items Needed This Month	Families & Volunteer Responsibilities	Ideas for Next Month & Notes

# SEPTEMBER

SUN	MON	TUE	WED	THU	FRI	SAT

## IN GIRL SCOUTS

Troops continue meeting and we continue to recruit Girl Scouts and train new volunteers.  
New troops get started.  
Fall Product sales continue.  
Plan Investiture Ceremonies.

## CELEBRATIONS

9.15-10.15 - Hispanic Heritage Month  
National Self-Care Month  
Library Card Sign-Up Month  
3rd - Every Woman Day



Add troop birthdays and special occasions!

## TROOP GOALS

# SEPTEMBER: *at a glance*

Meeting Dates & Times	Badges & Journeys	Activities & Field Trips
Items Needed This Month	Families & Volunteer Responsibilities	Ideas for Next Month & Notes

# OCTOBER

SUN | MON | TUE | WED | THU | FRI | SAT


## IN GIRL SCOUTS

Fall Product sales end.

October 1st the new Girl Scout year starts.

October 31st is Founder's Day honoring Juliette Gordon Lows birthday!!

## CELEBRATIONS

9.15-10.15 - Hispanic Heritage Month

ADHD Awareness Month

11th - International Day of the Girl

16th - World Food Day



Add troop birthdays and special occasions!

## TROOP GOALS

# OCTOBER: *at a glance*

Meeting Dates & Times	Badges & Journeys	Activities & Field Trips
Items Needed This Month	Families & Volunteer Responsibilities	Ideas for Next Month & Notes

# NOVEMBER

SUN | MON | TUE | WED | THU | FRI | SAT


## IN GIRL SCOUTS

Troops keep meeting, attend a council sponsored program, go camping or plan for an upcoming trip.

## CELEBRATIONS

Native American Heritage Month  
13th - World Kindness Day  
15th - National Recycling Day  
17th - National Hiking Day



Add troop birthdays and special occasions!

## TROOP GOALS



# NOVEMBER: *at a glance*

Meeting Dates & Times	Badges & Journeys	Activities & Field Trips
Items Needed This Month	Families & Volunteer Responsibilities	Ideas for Next Month & Notes



# DECEMBER

SUN | MON | TUE | WED | THU | FRI | SAT


## IN GIRL SCOUTS

Cookie training for everyone and cookie sales start.  
Host a holiday party with the troop to celebrate.

## CELEBRATIONS

Dressember  
Universal Human Rights Month  
4th - Wildlife Conservation Day  
5th - International Volunteer Day



Add troop birthdays and special occasions!

## TROOP GOALS

# DECEMBER: *at a glance*

Meeting Dates & Times	Badges & Journeys	Activities & Field Trips
Items Needed This Month	Families & Volunteer Responsibilities	Ideas for Next Month & Notes

# JANUARY

SUN | MON | TUE | WED | THU | FRI | SAT


## IN GIRL SCOUTS

Cookie initial orders continue and are due.  
Cookies get picked up.  
Host a Troop or Service Unit cookie rally.

## CELEBRATIONS

Poverty Awareness Month  
Mental Wellness Month  
National Hobby Month  
3rd Monday: MLK Jr. Day



Add troop birthdays and special occasions!

## TROOP GOALS

# JANUARY: *at a glance*

Meeting Dates & Times	Badges & Journeys	Activities & Field Trips
Items Needed This Month	Families & Volunteer Responsibilities	Ideas for Next Month & Notes



# FEBRUARY

SUN | MON | TUE | WED | THU | FRI | SAT


## IN GIRL SCOUTS

Cookie booths happen and  
cookie sales continue.  
World Thinking Day happens  
and girls celebrate WAGGS.

## CELEBRATIONS

Black History Month  
17th - Random Acts of Kindness  
Day  
20th - World Day of Justice



Add troop birthdays and  
special occasions!

## TROOP GOALS

# FEBRUARY: *at a glance*

Meeting Dates & Times	Badges & Journeys	Activities & Field Trips
Items Needed This Month	Families & Volunteer Responsibilities	Ideas for Next Month & Notes

# MARCH

SUN | MON | TUE | WED | THU | FRI | SAT


## IN GIRL SCOUTS

Cookie sales end!!!

Girl Scout week is the week of the 12th.

Hold Girl Scout Faith celebrations.

## CELEBRATIONS

Women's History Month

National Reading Month

8th - International Women's Day

21st - World Planting Day



Add troop birthdays and special occasions!

## TROOP GOALS



# MARCH: *at a glance*

Meeting Dates & Times	Badges & Journeys	Activities & Field Trips
Items Needed This Month	Families & Volunteer Responsibilities	Ideas for Next Month & Notes

# APRIL

SUN | MON | TUE | WED | THU | FRI | SAT


## IN GIRL SCOUTS

Girl Scout Leader's Day is April 22nd and leaders are celebrated all month long.

Spring registration opens so you can get reregistered for the next Girl Scout year.

## CELEBRATIONS

National Volunteer Month

Earth Month

6th - National Library Day

22nd - Girl Scout Leader's Day



Add troop birthdays and special occasions!

## TROOP GOALS

# APRIL: *at a glance*

Meeting Dates & Times	Badges & Journeys	Activities & Field Trips
Items Needed This Month	Families & Volunteer Responsibilities	Ideas for Next Month & Notes

# MAY

SUN | MON | TUE | WED | THU | FRI | SAT


## IN GIRL SCOUTS

Have an end of the year party,  
bridging ceremony and  
celebrate!!  
National Bridging Week.

## CELEBRATIONS

AAPI Heritage Month  
Mental Health Awareness Month  
3rd - World Press Freedom Day  
2nd Sunday: Mother's Day



Add troop birthdays and  
special occasions!

## TROOP GOALS

# MAY: *at a glance*

Meeting Dates & Times	Badges & Journeys	Activities & Field Trips
Items Needed This Month	Families & Volunteer Responsibilities	Ideas for Next Month & Notes



# Badge Tracking

BADGE:

1	Task:  Our Troop Plan:
2	Task:  Our Troop Plan:
3	Task:  Our Troop Plan:
4	Task:  Our Troop Plan:
5	Task:  Our Troop Plan:



# Badge Tracking

BADGE:

1	What: When: How:
2	What: When: How:
3	What: When: How:
4	What: When: How:
5	What: When: How:

example



## Meeting Agenda

TROOP: 0000

DATE: October 2, 2023

working on Math in  
Nature 1 badge, steps  
3 + 4

Activity	Leading the activity	Time	How we're doing it
Pledge and Promise	Girl Scout Ansley	5 mins	Ansley stands on stage and leads pledge and promise.
Activity 1: Introducing the meeting	Troop Leader Becca	10 mins	Becca leads girls in game to make as many shapes in nature as possible with a partner from pre-cut paper shapes hidden around the room.
Activity 2: Small group problem solving	Troop Leader Asha	15 mins	Asha shows example of spiderweb symmetry project. Girl Scouts pass out materials. Girl Scouts work on project together.
Snackitivity and Conversation	Girl Scout Nina	10 mins	Nina delegates two Girl Scouts to pass out snacks. Nina asks conversation question: what shapes in nature did you see this week?
Activity 3: Make and move	Troop Leader Asha	15 mins	Asha explains tessellations. Leads girls in game to create tessellations with their hands as a group.
Clean Up	Girl Scout Carter	10 mins	Carter reads Kaper chart and makes sure everything is clean.
Announcements & Friendship Circle	Girl Scout Ansley	15 mins	Ansley leads friendship circle. Leads each girl to say what they're excited for in the next week as they squeeze.





# Meeting Agenda

TROOP:

DATE:

Activity	Leading the activity	Time	How we're doing it
Pledge and Promise			
Activity 1: Introducing the meeting			
Activity 2: Small group problem solving			
Snacktivity and Conversation			
Activity 3: Make and move			
Clean Up			
Announcements & Friendship Circle			



# Meeting Agenda

TROOP:

DATE:

Activity	Leading the activity	Time	How we're doing it
Pledge and Promise			
Activity 1:			
Activity 2:			
Snacktivity and Conversation			
Activity 3:			
Clean Up			
Announcements & Friendship Circle			



# Meeting Agenda

TROOP:

DATE:

Activity	Leading the activity	Time	How we're doing it
Pledge and Promise			
Activity 1:			
Activity 2:			
Snacktivity and Conversation			
Activity 3:			
Clean Up			
Announcements & Friendship Circle			



# Meeting Agenda

TROOP:

DATE:

Activity	Leading the activity	Time	How we're doing it
Pledge and Promise			
Activity 1:			
Activity 2:			
Snacktivity and Conversation			
Activity 3:			
Clean Up			
Announcements & Friendship Circle			



# Meeting Agenda

TROOP:

DATE:

Activity	Leading the activity	Time	How we're doing it
Pledge and Promise			
Activity 1:			
Activity 2:			
Snacktivity and Conversation			
Activity 3:			
Clean Up			
Announcements & Friendship Circle			



# Meeting Agenda

TROOP:

DATE:

Activity	Leading the activity	Time	How we're doing it
Pledge and Promise			
Activity 1:			
Activity 2:			
Snacktivity and Conversation			
Activity 3:			
Clean Up			
Announcements & Friendship Circle			



# Meeting Agenda

TROOP:

DATE:

Activity	Leading the activity	Time	How we're doing it
Pledge and Promise			
Activity 1:			
Activity 2:			
Snacktivity and Conversation			
Activity 3:			
Clean Up			
Announcements & Friendship Circle			



# Meeting Agenda

TROOP:

DATE:

Activity	Leading the activity	Time	How we're doing it
Pledge and Promise			
Activity 1:			
Activity 2:			
Snacktivity and Conversation			
Activity 3:			
Clean Up			
Announcements & Friendship Circle			