

BROWNIE LEVEL RESOURCE PACKET



Table of Contents

Section 1: Getting Started

Welcome
Foundations in Girl Scouting
Girl Scout History
Girl Scout Traditions
10 Essential Elements for Creating the Girl Scout Experience Girl
Scout Leadership Experience with 7 and 8 Year Olds

Sections 2: Working with Girl Scout Brownies

Your Role as an Adult Volunteer
Leadership
Characteristics of Girl Scout Brownies
Behavior Management
Managing Your Own Response
Communication About Behavioral Issues

Sections 3: Girl Scout Brownie Program

Girl/Adult Planning and Partnership
Troop Government
Girl Adult Ratios
Components of a Girl Scout Brownie Meeting
Kaper Charts
Girl Scout Brownie Resources, Uniform, Insignia and Earned Awards

Sections 4: Troop Information

Troop Finances
Involving Parents in the Girl Scout Brownie Experience Guidelines
for Girl Scout Brownie Parent Meetings

Sections 5: Meetings for Girl Scout Brownies

Sample Meetings

Sections 6: Ceremonies for Girl Scout Brownies

Various Girl Scout Ceremonies
Ceremony Planner Form

Sections 7: Songs, Crafts, Games, Snacks

Section 1: Welcome to Girl Scouts

Welcome

Welcome and congratulations on becoming a member of the unique and wonderful world of Girl Scouts!

Girl Scouts is the world's preeminent organization dedicated solely to girls – all girls – where, in an accepting and nurturing environment girls build character and skills for success in the real world. In partnership with committed adults, girls develop qualities such as leadership, strong values, social conscience, and conviction about their own worth. With you as their leader, girls discover the fun, friendship and the power of girls together!

How This Guide Is Organized

The Girl Scout Daisy Jumpstart Guide is designed to introduce you to the world of Girl Scout Daisies and is a resource to use as you work with your troop/group. There is an appendix to this packet with support materials. To help ensure a successful experience with girls, the following resources are also available to you:

- 🌿 **The Girls' Guide to Girl Scouting**
- 🌿 **National Leadership Journey books (girls and adult guide)**
- 🌿 **Volunteer Essentials**
- 🌿 **Safety Activity Checkpoints**
- 🌿 **Council's website www.gscsnj.org**



Foundations in Girl Scouting

Girl Scouting is based on the Girl Scout Mission and the Girl Scout Promise and Law. These components form the foundation for the Girl Scout Leadership Experience.

The Girl Scout Mission

Girl Scouting builds girls of courage, confidence, and character, who make the world a better place.

All Girl Scouts and Girl Guides from around the world say the Girl Scout Promise and the Girl Scout Law. These are the Girl Scouts code of ethics.

The Girl Scout Promise

On my honor, I will try
 To serve God, and my
 country
 To help people at all
 times,
 And to live by the Girl Scout Law.

The Girl Scout Promise is the way Girl Scouts agree to act toward others.

The Girl Scout Law

I will do my best to be
 honest and fair,
 friendly and
 helpful,
 considerate and caring,
 courageous and strong,
 responsible for what I say and
 do, and to
 respect myself and others,
 respect authority,
 use resources
 wisely,
 make the world a better place,
 and be a sister to every Girl
 Scout.

Since the beginning, Girl Scouts has followed a set of values called the Girl Scout Law. Every Brownie takes pride in doing her best to live by the Girl Scout Law – after all, that is what people count on Girl Scouts to do! The Brownies will meet new friends, go on outdoor adventures, and run their own cookie business – all while having fun and making the world a better place – in the Brownie Journeys and the Girl's Guide to Girl Scouting.

The Mission, Promise, and Laws describe how each girl benefits and will grow as a result of her involvement in Girl Scouting. These goals are important for you, the Girl Scout Brownie Leader, to know. If the activities done with girls do not support these goals, then the activity is not a Girl Scout activity. You may be thinking, "How can I make sure everything done supports the Girl Scout goals?" The answer is simple . . . take time to learn the Mission, Promise, and Laws!

Girl Scout History

The story of Girl Scouting really begins with the life of one amazing woman: Juliette Gordon Low. In a time when women were expected to stay close to home, Juliette – or Daisy, as she was known– was willing to challenge convention, and take risks to make grand things happen.

Daisy appreciated the traditional role of women at home, but she was eager to use her talents to explore less conventional pursuits. She was an accomplished artist who also wanted to learn to make knots and forge iron. She even learned to drive a car, which was quite unusual for women in that era. Daisy believed that women could do.

Daisy Low was a remarkable woman. Although Daisy was mostly deaf, she never let it prevent her from pursuing her interests. She and her husband, William Low, moved to England. The Low's did not have any children and William died in 1905.

Juliette discovered that her friend Robert Baden- Powell had started a fascinating movement called Scouting. The original organization was for boys and he had encouraged his sister Agnes, to start Girl Guides. As Daisy began to head up troops of Girl Guides, she found a place to channel her passions. And she had an idea that changed the world – to found the Girl Scouts of the USA.



On January 6, 1912 she sailed back to the United States. Daisy was thinking about bringing Girl Guides to the United States. At age 51, the one thing uppermost in her mind was to start Girl Guiding in America. And she wanted to start it in her home city of Savannah. She was deaf and frail, yet when Daisy wanted to do something, nobody could stop her.

As soon as Daisy arrived in Savannah, she phoned her cousin, Nina Anderson Pape, the headmistress of a girls' school. "Come right over," Daisy said. "I've got something for the girls of America and all the world, and we're going to start it tonight!"

On March 12, 1912, 18 girls became the first officially registered Girl Guides in the United States. Two Girl Guide patrols were formed. The patrols were called the "Pink Carnation" and the "White Rose." Each girl had with her a notebook, a pencil, and a yard of cord to practice knot tying. After the first year the name was changed to Girl Scouts of the USA.

Juliette Gordon Low died from breast cancer in Savannah on January 17, 1927. According to her wishes, she was buried in her Girl Scout uniform with decorations of honor – the Silver Fish of the English Girl Guides and the jeweled Thanks Badge of the Girl Scouts of the USA. Folded in the breast pocket, was a telegram from the National Board saying "You are not only the first Girl Scout but the best Girl Scout of them all."

Girl Scout Traditions

Girl Scout Sign

Girl Scouts make the Girl Scout sign when they say the Girl Scout Promise. The sign is formed by holding down the thumb and little finger on the right hand, leaving the three middle fingers extended (these three fingers represent the three parts of the Girl Scout Promise).



Girl Scout Quiet Sign

The Quiet Sign is a way to silence a crowd without shouting at anyone. The sign is made by holding up the right hand with all five fingers extended. It also refers to the original Fifth Law of Girl Scouting: A Girl Scout is courteous.



Girl Scout Handshake



The Girl Scout handshake is the way many Girl Guides and Girl Scouts greet one another. They shake their left hands while making the Girl Scout sign with their right hand. The left-handed handshake represents friendship, because the left hand is closer to the heart than the right.

Friendship Circle and Friendship Squeeze

The Friendship Circle is often formed at the end of meetings or campfires as a closing ceremony. Everyone gathers in a circle; each girl crosses her right arm over her left and then holds hands with the person on each side of her. Once everyone is silent, one girl starts the friendship squeeze by squeezing the hand of the person to her left. One by one, each girl passes on the squeeze until it travels clockwise around the full circle.



Girl Scout Slogan

Do a good turn daily.

Girl Scout Motto

Be prepared

Girl Scout Special Days

February 22 – World Thinking Day

February 22 was the birthdays of Lord Robert Baden-Powell, founder of Boy Scouts and his wife Lady Olave Baden-Powell, who was World Chief Guide. Lord Baden-Powell inspired Juliette Gordon Low to begin Girl Scouts

in the United States. Every year on this day, Girl Scouts and Girl Guides around the world do activities and projects to celebrate international friendship and honor their sisters in other countries.

March 12 – The Girl Scout Birthday

On this date in 1912, the first 18 girls gathered to hold their first meeting as Girl Scouts in the United States.

April 22 - Girl Scout Volunteer Day

This is a day when adult volunteers are shown appreciation for all of their hard work.

October 31 – Founder's Day

Juliette Gordon Low was born on October 31, so we honor her birthday. Every year Girl Scouts celebrate with parties and special projects to help others.

GSUSA's 10 Essential Elements for Creating the Girl Scout Experience

ESSENTIAL ELEMENTS	
WELCOME FAMILIES TO GIRL SCOUTS OF THE USA	Girl Scouting helps girls become leaders in their daily lives and in the world. Let girls know about all the fun they'll have— and tell families what Girl Scouts does and why it matters.
SHOW GIRLS THEY BELONG TO A BIG SISTERHOOD	Help girls make the connection between their troop and the millions of girls around the country and the world who share a mission to make the world a better place.
GUIDE GIRLS TO DEVELOP AS LEADERS	Use the national leadership curriculum to help girls experience the three keys to leadership— Discovering Self, Connecting with Others, and Taking Action— in the world.
EMPOWER GIRLS TO TAKE ACTION IN THEIR COMMUNITIES	Girls want to know they can make a difference in the world. Help girls identify a problem they want to solve, reach out to others who can help, and put together their Take Action project.
SUPPORT GIRLS TO BUILD SKILLS THROUGH PROFICIENCY BADGES	Girls feel proud and confident when they've learned a new skill through earning a badge. Show girls the badges available at their grade level and guide them as they earn the ones that interest them most.
EXPAND GIRLS' VIEW OF THE WORLD	Give girls the opportunity to go to new places, meet new friends, and talk to experts in various fields. This expands their horizons and helps them imagine all kinds of new possibilities for their futures.
CELEBRATE WITH CEREMONIES AND TRADITIONS	Hold award ceremonies to celebrate what girls have learned; enjoy beloved Girl Scout traditions, such as flag ceremonies, sing-alongs, and campfires; or come together at bridging ceremonies to mark the moment when girls move to the next level in Girl Scouting.
USE A GIRL-FRIENDLY APPROACH	Girls have fun when they can shape their own experiences, do hands-on activities, and work together as teams. Help make this happen by using Girl Scouts' three processes: Girl Led, Learning by Doing, and Cooperative Learning.
ENCOURAGE GIRLS TO EARN AND LEARN THROUGH THE GIRL SCOUT COOKIE PROGRAM	Coach girls to develop five key skills—Goal Setting, Decision Making, Money Management, People Skills, and Business Ethics—by taking part in the largest girl-led business in the world.
INSPIRE GIRLS TO CONTINUE GROWING THROUGH GIRL SCOUTS	Share with girls the exciting opportunities they'll have—to learn new things, meet new friends, and make the world a better place—by staying involved in Girl Scouts.

Girl Scout Leadership Experience with 7 and 8 year olds

The Girl Scout Leadership Experience is what makes Girl Scouts unique compared to any other youth serving organization. There are three program processes. These program processes are the key to achieving the outcomes, Girl Scout Mission and the Girl Scout Promise and Law. The three program processes are:

- ◆ Girl-Led – By the Girls, For the Girls
- ◆ Learning by Doing – Experiential Learning
- ◆ Cooperative Learning

Girl-Led – By the Girls, For the Girls:

Girls need to know that they can do anything – that being female does not limit their ability to achieve their dreams. Girl Scout Brownies need to learn that they can lead and make decisions. The girls are the doers, the planners, and the implementers of their activities. Give girls choices and help them learn good communication and decision-making skills. One way to enable the girls to develop those skills is by using the Girl Scout Brownie Ring as your form of troop government. Girl/adult planning is the way to involve girls in making decisions. As a Girl Scout Brownie adult volunteer, your role in the planning process is important, and helps girls succeed. As the girls grow from Girl Scout Brownies through their Girl Scout experience, your role in planning and implementing will change. As the girls grow older, they will have more responsibility for the troop.

Learning By Doing – Experiential Learning:

The Girl Scout Leadership Experience is designed to be experiential for girls. What does this mean? It means that the girls engage in an activity or experience, and then are given the opportunity to look back on it, and identify useful insights for the future. All you have to do is ask some questions or get them to reflect on what they have done.

Cooperative Learning:

Cooperative learning is setting up the troop/group meeting so that girls work in small groups or teams to accomplish an activity. Working together in all-girl environments also encourages girls to feel powerful and emotionally and physically safe, and it allows them to experience a sense of belonging. It is easy to implement cooperative learning with seven and eight year olds, and Girl Scouting has some built in methods:

- ◆ Kapers – Girls work in pairs, or small groups, to do the chores of the troop/group.
- ◆ The Buddy System – Girls pair up with a “buddy” for field trips and activities. They are to stick with their buddy, and take care of their buddy. It is a safety procedure, and a great cooperative learning method.
- ◆ Sharing– Teaching girls to problem-solve together and share (whether it deals with sharing a troop kaper, supplies, ideas, decision-making, or space) is cooperative learning. This will help girls get to know one another, work better together, and will minimize cliques. With Brownies you could:
 - Make the most of teamwork activities, and create other enjoyable activities throughout Girl Scouting that girls have to accomplish in teams
 - Encourage girls to take responsibility as a team for deciding how to accomplish a task
 - Demonstrate giving others equal opportunity to participate in group decisions

Characteristics of Girl Scout Brownies

Every Girl Scout is unique, with different needs, interests, and levels of development. Some girls may exhibit traits of slightly older girls, while others may still be developing certain characteristics of this grade level. When working with Girl Scout Brownies, it is important to keep in mind the difference in their emotional, social, physical, and intellectual characteristics.

	Second and Third Graders
Emotional Characteristics	<input type="checkbox"/> Moods may change from minute to minute. <input type="checkbox"/> Needs a lot of praise and encouragement. <input type="checkbox"/> React negatively to too much direction. <input type="checkbox"/> Interested in the difference between good and bad.
Social Characteristics	<input type="checkbox"/> Enjoy playing in groups. <input type="checkbox"/> Demonstrate independence from their families. <input type="checkbox"/> Want to have lots of friends and some have a best friend.
Physical Characteristics	<input type="checkbox"/> Large muscle and finely tuned movements. <input type="checkbox"/> Can skip, throw a ball, roller skate and jump rope. <input type="checkbox"/> Can trace around hand, draw shapes, mold clay objects. <input type="checkbox"/> Reproduce letters and words.
Intellectual Characteristics	<input type="checkbox"/> Vocabulary develops at a high rate. <input type="checkbox"/> Start reading. <input type="checkbox"/> Interested in fantasy and make-believe. <input type="checkbox"/> Vivid imaginations.

Section 2: Working with Girl Scout Brownies

Your Role as an Adult Volunteer

What does it mean to be a Girl Scout adult volunteer? That is something that you will discover, as you begin your experience helping girls build courage, confidence, and character through Girl Scouts. Working with girls can bring many joys, including developing a personal relationship with each girl in your troop, building new adult friendships through the sisterhood of Girl Scouts, receiving appreciation and thanks from parents and, most importantly, knowing that you are shaping the future by working with a girl today.

As an adult volunteer you will have various forms of support and resources. You will be a part of a Service Unit. The Service Unit, led by a Service Team, is a group of dedicated volunteers, like you, that can be used as a guide, sounding board, and opportunities for additional enrichment. Most Service Units meet once a month to discuss council happenings and community events and activities that you and your troop/group may want to participate in. These seasoned volunteers, who have had many of the same experiences you are incurring, will be happy to assist you throughout your Girl Scout year.

Leadership

Leadership is Building Relationships

Leadership comes through the relationship you will build with each girl. Leadership comes through communicating with parents and co-leaders. Leadership is understanding the needs and interests of the girls, and helping the girls design their own program opportunities based on those needs and interests.

Leadership is Knowing

Leadership is knowing that you cannot, and should not, know everything that the girls

might want to learn. Leadership is knowing to seek assistance about what you do not know. Leadership is knowing that you can explore and learn many things along with girls. Leadership is knowing where to go to find resources.

Leadership is Teaching

Leadership is teaching the girls that they can do and be anything – that they are decision makers. Leadership is teaching girls not only for the sake of knowing things, but for the sake of the development and growth of the girls. Leadership is teaching through being a good role model.

Leadership is Coaching

Leadership is guiding and instructing. Leadership is advising and discussing. Leadership is working so that each girl can carry out responsibilities within the troop. Leadership is building the girls up and giving more and more responsibilities to the girls as they grow and develop.

Leadership is Belonging

Leadership is recognizing that you are a part of a troop/group and a team. Leadership is listening, providing suggestions, and contributing ideas. Leadership is sticking with the girls through good times and bad. Leadership is recognizing that you belong to a larger organization beyond the troop/group that will provide support and resources.

Behavior Management


One of the greatest challenges in working with a troop of girls is behavior management. How do you effectively manage the behavior of the girls in your troop? Prevention is the key. By putting the proper procedures in action, you will prevent behavior problems. The following is a list of things to consider when working with Girl Scout Brownies.

Be Prepared and Get There Early

Prepare in advance for your meetings. Talk with co-volunteers and other helpers about the upcoming meeting's agenda. Be sure you understand who will do what. Plan for success, but always have a backup plan. If you are prepared and keep the meeting moving along, the girls will not have time to find other activities that may cause problems. Have everything ready before the first girl walks through the door.

This will allow you to greet the girls as they arrive, talk to them and make them feel welcome. Also, having a backup plan will ease your anxiety, because you will know that you always have something for the girls to do.

Provide Positive Praise and Reinforce Positive Behavior

-  Girls need and want positive comments. Focus on what they are doing right. Praise must be specific and sincere. Reinforce what you want repeated. Every child desires attention, even quiet and shy girls. The key is to find positive qualities and behaviors to praise, instead of forcing the children to misbehave in order to get your attention. The more personal, specific, and frequent the praise, the more it stays with the girl.

Establish Ground Rules

To help the weekly meetings run smoothly, have the girls establish ground rules for behavior and expectations. It is important that the girls establish the ground rules, not the leaders. You want girls to have ownership of the ground rules, and to hold one another accountable if the rules are broken. Have them brainstorm what the rules should be, and any consequences to broken rules. For Girl Scout Brownies, you will need to have an idea of appropriate ground rules, and guide the girls in the discussion. Give them examples of behavior and ground rules. You will need to be very concrete with them. Have the girls make a portable and fun-looking

poster that lists the rules. You can bring this to every meeting to remind the girls what they agreed to.

✚ **Establish an Order for Your Meetings**

By establishing an order, you are creating a routine for the girls. After several weeks, the girls will understand the expectations and know what comes next. You are establishing a framework and will see cooperation and initiative from the girls. The meeting becomes theirs, and they will take responsibility.

✚ **Be a Patient Role Model**

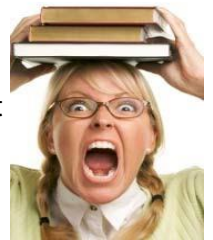
You want girls to be kind, respectful, eager, excited, and able to celebrate successes and learn from failures. You are the role model for all of these traits. Also remember that growth takes time; and your patience will be rewarded. Enjoy your time spent with the girls for what it is: a chance to mentor.

✚ **Provide a Snack**

Snack time allows the girls to share and relax and gives them responsibility. Use a kaper chart to show responsibility for snack time. Snack time should be simple and planned appropriately based on when your troop meets. For example, if it is close to dinnertime, you may serve juice instead of cookies and juice.

Managing Your Own Reactions

When it comes to managing the behavior of the troop/group, sometimes our own reactions can help or hinder our efforts. Here are a few things to remember when it comes to managing your own reactions.



1. Do not feel that you must react instantly to a situation if you are not sure what to do, or if you realize you are angry and may overreact. Take a minute or two to collect your thoughts, and tell the girl, "I will get back to you in a minute. I am going to take a time-out from this situation."
2. It is okay to walk away briefly if you are really angry. Make sure another adult is nearby. Find another adult, and ask her to supervise your group while you cool down.
3. Remember that while it is easier to dole out punishment, it is much more beneficial to bestow thoughtful consequences of undesirable behavior. The use of good consequences is much more effective, and creates a positive, cooperative atmosphere for the girl and the troop.
4. Start fresh every meeting; avoid having consequences carry over to the next meeting. Be aware of, and resist building up resentment toward a "challenging" child.

Communication About Behavioral Issues

Occasionally, you may need to intervene when behavior becomes destructive, hurtful, or it hinders the progress of the rest of the group. Whether this behavior is an isolated incident or an ongoing problem, respond quickly and appropriately, so that the group's routine is maintained.

1. Problem-Solving with the Girl

- A. If you believe that there may be an underlying issue, find a private time to let the girl know that you are available to listen, if she wants to talk. You might use phrases like, "I have noticed that you _____. " "How are you doing?" "Is something bothering you?" **NEVER PROMISE CONFIDENTIALITY.** You may be required to report the problem.
- B. If the girl discloses an issue that falls into an area in which her parents or the authorities must be notified, let her know that you have to tell her parents and/or the authorities, to make sure that she will be okay. You may ask her how she would like to be involved in notifying her parents, if appropriate for her situation, age, etc.

2. Parental Notification and Problem Solving

- A. Consult with parents for assistance, ideas, and additional information that may help you to manage normal adjustment problems. Use phrases like, "I am concerned that (girl's name) seems to have difficulty with _____. I want to make sure that she can fully participate in all troop activities. Do you have any suggestions for me?"
- B. If the situation is more serious, contact the parents right away. Let them know that you are concerned about their daughter, and would like to discuss the situation with them as soon as possible.

3. Problem-Solving with Co-Advisor(s), Other Volunteers or Council Staff

- A. Consult this group for assistance and ideas on developing a positive environment, and managing normal adjustment problems.
- B. Maintain confidentiality about the identity of the girl(s) to the greatest degree possible. The focus of the discussion should be on creative ways of redirecting specific behaviors, and not the individual girl(s).
- C.

4. Problem Solving and Notification of Girl Scout Council Staff

If you are uncertain about how to handle a situation, you can always contact your Service Unit Manager.

- A. If you have reason to believe that the child's life is in danger, or the child is endangering the lives of others, contact Council immediately. Council can assist you with the proper procedure to reporting.
- B. Do not try to investigate or sort out the facts. Even if you are uncertain, report the situation to your Membership Specialist. Once reported the state agency will determine the appropriate course of action. Advisors have neither the responsibility nor the expertise necessary for investigating such a situation.

Do not discuss the situation with anyone – not even your co-advisor. Again, this protects your confidentiality as well as that of the child and her parents or guardians.

But She's My Daughter!

Surprisingly, it may be the volunteer's own daughter that displays disruptive behavior during troop activities! It is important to remember how difficult it can be for girls to share their mom with so many other girls, all vying for the adults' attention. And adults, trying not to show favoritism toward their daughters, may inadvertently go to the other extreme and never choose their daughters for special jobs, etc.

Below are some tips for avoiding this type of problem:

- Have the girls assist in picking camp names or nicknames for the troop volunteers that all the girls, including your own daughter, can call you during troop activities. This removes "Mom" from the picture!
- Prepare your daughter prior to the meeting by explain that your attention will be on all of the girls, and perhaps plan a special time for her after the meeting.
- Employ the "in" and "out" bag to pick girls for special tasks, treats, etc. Put the names of all troop members in the "in" bag at the beginning of the year and have the girls take turns pulling out a name whenever the need arises. The names are then put in the "out" bag.
- Make a deal with your co-volunteer! "Trade" daughters during troop activities.
- Never use your daughter to practice crafts or other troop activities prior to the troop meeting. Let her be surprised too!
- Take advantage of Service Unit and/or council *Adult/Daughter Events* where you can spend special time with your daughter during a Girl Scout event.

Disabilities and Inclusion

Girl Scouts has always welcomed girls with diverse abilities, chronic health conditions and other needs. At Girl Scouts of Central & Southern, NJ, we strive to provide resources to our volunteers working with girls with varying abilities.

Parents are the undisputed experts on their own children, from favorite foods to situations that can lead to laughter or tears. Comfortable and open communication between leaders and parents is crucial for a successful troop that includes girls of all levels of abilities.

Leaders, consider asking the parents of each girl in your troop to write down the answers to the below questions and return them to you. You'll be amazed at what the answers reveal!

1. What does your daughter do that makes you smile?
2. What does your daughter do that makes HER smile?
3. What makes her angry or upset?
4. What does it look like when she is angry or upset?
5. What should I do when it happens?

Whether you're just starting a troop, are in the process of accepting new members or are a seasoned veteran, the five questions above can make a world of difference in understanding and working with every girl, regardless of age, background or any disabilities.

Making Accommodations

Developmental Delays

Teach in small steps. Give clear directions, speak slowly and clearly using only a few words. Move the child physically through the task so she can feel what to do. Stand or sit close to the child to help as needed. When moving from one activity to the next let the child know ahead of time and allow plenty of time for the transition.

Speech and Language Delays

Be a good listener and observer.

Give directions using as few simple words as possible in complete sentences. Talk about what you or the child is doing as you are doing it.

Encourage the child to talk about what she is doing by asking specific questions.

Repeat what the child said and add missing words, or ask the child to repeat what you are saying.

Build on what the child said by adding new information.

Praise the child's efforts at communicating even if she doesn't do it exactly right.

Deaf or Hearing Impaired

Find out from the parents the degree of the child's hearing loss and what that means for the child.

Support the child socially.

Be sure you have the child's attention before giving instructions. Face the child and speak in full sentences.

Use visual cues such as pictures or gestures as you talk.

Encourage the child to let you know when she doesn't understand by using a special signal. If the child doesn't understand at first, rephrase your comment rather than repeating it.

If the child uses sign language, learn some simple sign language symbols.

Provide opportunities for the child to talk.

Try not to change activities abruptly. Alert the child to any change in schedule ahead of time.

Provide a routine and structure for the child. Use cues such as timers, bells and lights. Allow the child time to practice new activities away from the group or allow children who are withdrawn to watch new activities first.

Visual Disabilities

Think about the physical space of the room. Be wary of sharp edges on tables, curled up edges of rugs and other potential hazards.

Once you've found an arrangement of furniture that works for the room, try not to change it too much as the child may rely on it to navigate through the room.

Give specific directions and use descriptive language.

Call children by their names. Address them directly, not through someone else. Example:

"Jane, do you want some banana?" Not, "Do you think Jane wants some banana?" Avoid glaring lights. Increase or decrease the room lights gradually. Display simple, clear, uncluttered pictures that are easy to see.

Avoid standing with your back to windows. The glare may make you look like a silhouette.

Ask first if the child needs assistance-try not to assume you should help.

Physical/Neurological Disabilities

Consider the physical space. Are there any obstacles that prevent the child from moving safely in the area? Are the pathways wide enough to accommodate special equipment such as walkers or wheelchairs?

Know the child's strengths and needs so that independence is realistically encouraged and supported.

Assist the child with activities she may not be able to do alone such as kicking a ball. If you are having difficulty, consult her parents for suggestions.

Whenever possible, ensure the child's positioning is similar to what other children in the class are doing (such as floor time).

If the child is unable to use playground equipment, schedule other outdoor activities she can participate in, such as blowing bubbles or flying kites

Let the child bring a familiar object with her when entering new situations or beginning a new activity.

Help the child make choices by limiting the number of choices available. Allow the child to have a safe emotional outlet for anger or fear.

Techniques for Managing Behavior

Ignore negative behavior when you can.

Notice and praise positive behavior. Focus on what the child can do and accentuate the positive.

Acknowledge the child's feelings.

Model the kind of behavior you want to see in them.

Prevent problems by considering how the schedule, structure and physical space support your goals for children

Help children to talk about, act out and understand their strong feelings and behaviors.

Follow through with realistic consequences.

Be aware of what behaviors are your "hot buttons" and work with others to make sure you have the support you need.

Seek additional help if the behavior persists or you feel the need for support. Give children a variety of reasonable choices.

Provide developmentally appropriate activities in a safe, nurturing environment. Give the child enough time to comply with your request.

Develop a plan for how you will handle difficult behavior the next time.

Be consistent with the way the child's family and culture handles behavioral issues and their social and emotional goals for the child.

Remember to have fun with the children!

Section 3: Girl Scout Brownie Program

Girl/Adult Planning and Partnership

As a Girl Scout Brownie adult volunteer, you will have a unique relationship with the girls in your troop. Girls in kindergarten and first grade are eager to take on responsibility. They often become attached to a friendly and caring adult. You will become a role model for your Girl Scout Brownies. Because of the age of the Girl Scout Brownie, the girl/adult partnership is unique, and planning is very important for your success. You should prepare a general plan for your troop year and involve the girls in the decision-making.

Girl/Adult partnerships are unique, because the girls take the lead in deciding what activities they will do, making the plans for the activities and evaluating the activities. You may be asking yourself, “How does a Girl Scout Brownie make plans and evaluate activities?” Planning with Girl Scout Brownies can be a four step process.

Step 1: <i>Set a Goal.</i>	Considering the girls’ interests and working with your other adult volunteers, set a goal for the troop. Ask the girls what they hope to accomplish. “What would you like to do this year?”
Step 2: <i>Brainstorm Ideas.</i>	Once you have set your goals for the year, brainstorm ways to meet your goals. This brainstorm list may include activities, field trips, and other program opportunities. Come up with a list that will allow the girls to choose from the options by voting.
Step 3: <i>Focus on the GSLE</i>	GSLE stands for the Girl Scout Leadership Experience. For every program activity you have planned, you need to ask if it relates to the Council Goals, the mission and the program, and consider the program processes as you work with girls.
Step 4: <i>Gather Information.</i>	Now that you have a list of ideas/activities for the year, you must gather information to ensure success in implementing the activities. Ask yourself: Are there safety requirements, admission fees, transportation, health concerns, etc., for the activities planned?
Step 5: Focus on the Activity/ Program.	For each activity, there will be some planning. In this step, you will need to establish timelines and budgets. Ask yourself: Who? What? Where? Why? How?
Step 6: DO IT!	In this step, you implement the activity!
Step 7: Evaluate.	Evaluate the entire planning process, not just the final activity. Ask yourself and the girls: Did it work? Would you do it again? How could you improve it? How could you be more efficient in the planning? Was everyone involved? What did you learn?
Step 8: Pass It On.	Tell others about the activity. Share your success at service unit meetings. Call the local press. Celebrate and share the good news!

Troop Government

Everyone Helps in the Troop

Your Brownie troop is your troop. Your leaders help you all the time, but it takes every one of you to make it a good troop. Every Brownie helps make the rules, not just one person. Every Brownie has a turn doing the jobs that must be done at each meeting. And, most important, all of you together decide what you are going to do at your troop meetings.

The Girl Scout Brownie Ring

At a troop meeting, Brownies make decisions and plan what they will do in a special way. It is called the Brownie Ring. All the girls sit in a circle. This makes it easy to see each other. If your troop chooses to, you might recite this poem when your Brownie ring is formed:

Round and round a round about,
Take the hand of a Brownie Scout,
Here we are in Brownie Ring, Ready
for almost anything!

There are many things to talk about in the Brownie Ring. You will all have lots of ideas. But, of course, not everyone can talk at once! When you have something to say, you make the talking sign. This is done by making the Girl Scout sign with your right hand and placing your hand down in the Brownie Ring with your fingertips touching the floor. Then you wait until your troop leader or the girl who is leading the Brownie Ring calls your name. That will mean it is your turn to talk. In this way, each Brownie gets the chance to say what she thinks. You tell what you like to do. You listen to the other Brownies tell what they like to do. There will be times when even good friends will not agree on the same plan for a troop. It is at these times that Brownies vote on what will be best for the group. Often Brownies vote by just raising their hands. But sometimes you might want to have a secret vote. One way to do this is for each girl to cover her eyes with one hand or arm and raise the other hand.

Then your troop leader or the girl who is leading the Brownie Ring counts the votes.

Girl Adult Ratios

Girl Scouts adult-to-girl ratios show the **minimum** number of adults needed to supervise a specific number of girls. (GSCSNJ may also establish **maximums** due to size or cost restrictions.) These supervision ratios were devised to ensure the safety and health of girls—for example, if one adult has to respond to an emergency, a second adult is always on hand for the rest of the girls. It may take you a minute to get used to the layout of this chart, but once you start to use it, you will find the chart extremely helpful.

	Group Meetings		Events, Travel, and Camping	
	Two unrelated adults not living in the same household (at least one of whom is female) for this number of girls:	Plus one additional adult for each additional number of this many girls:	Two unrelated adults not living in the same household (at least one of whom is female) for this number of girls:	Plus one additional adult for each additional number of this many girls:
Girl Scout Daisies (K–grade 1)	12	6	6	4
Girl Scout Brownies (grades 2–3)	20	8	12	6
Girl Scout Juniors (grades 4–5)	25	10	16	8
Girl Scout Cadettes (grades 6–8)	25	12	20	10
Girl Scout Seniors (grades 9–10)	30	15	24	12
Girl Scout Ambassadors (grades 11–12)	30	15	24	12

Here are some examples: If you're meeting with 23 Girl Scout Brownies, you will need three unrelated adults (in other words, not your sister, spouse, parent, or child), at least one of whom is female. (If this does not make sense to you, follow the chart: you need two adults for 20 Brownies and one more adult for up to eight more girls.)

In addition to the adult-to-girl ratios, please remember that adult volunteers must be at least 18 years old or at the age of majority defined by the state, if it is older than 18. For more information regarding girl/adult ratios please check *Volunteer Essentials and Safety Activity Checkpoints*.

Components of a Girl Scout Brownie Meeting

There is no one right way to hold a Girl Scout Brownie meeting. The method you use depends on what works best for both the girls and the volunteers. As you get to know the girls, you will learn how to guide them in the activities that meet their interests and abilities. Girl Scout Brownie meetings are usually 60 – 90 minutes long and include:

◆ Pre-Meeting or Start-Up Activity (5 – 10 minutes)

As the girls arrive at the meeting place, have a quiet activity set up for them (puzzles, drawing, word games, or just let them visit with each other. Remember, it is good for them to giggle and have fun. You want them to become good friends. Hint: if you make this part fun, the girls will tend to be on time.

◆ Snack Time-Optional (10 minutes)

After school troops may want to have a snack right away to give the girls a break from the school day. Evening troops may want to have the snack toward the end of the meeting. You may want to include a snack time during your meetings depending on the time your troop meets. It is a good idea to have an official troop snack container. A five-pound coffee can that the girls have decorated is a good start! You can write the number of finger-foods needed for snack on the lid with a permanent marker. The snack container also serves as a reminder to the troop member and her parent/guardian that she is in charge of the snack for the next meeting.

◆ Opening (5 – 10 minutes)

This officially calls the meeting to order. Many troops use the Girl Scout Brownie Ring to signal the beginning of the meeting. If needed, use the quiet sign to call the meeting to order and recite the Girl Scout Promise and the Pledge of Allegiance. This is also a good time to teach a new game or song. Girls can also share their interests, feelings, and daily experiences while in the Girl Scout Brownie Ring. Be sure this is voluntary. Each girl should be assured of an opportunity to speak.

◆ Business Meeting (5 – 10 minutes)

With the assistance of an adult, ask one of the girls to take attendance. Welcome new girls, brainstorm ideas, make plans, and vote on decisions. Collect any forms such as permission slips or other items that the girls may be returning. Discuss the activity planned for the meeting; why you are doing it, what you want the girls to learn from it, and how it will be done.

◆ Activity/Exploration (15 – 20 minutes)

Try to plan activities that can be completed in one meeting, such as an activity from one of the Girl Scout Brownie Journey books or a petal activity from their Girl's Guide to Girl Scouting. If a project cannot be completed in one meeting, divide it into two or three short steps that can be completed at individual meetings. This will give girls a sense of completion and accomplishment after each meeting.

◆ Clean-up (5 – 10 minutes)

Make sure to give girls advance notice for clean-up time so that they have time to complete their projects. Think of ways to make clean-up time fun. For instance, you might play some familiar music and try to clean-up before the music ends.

◆ Closing (3 – 5 minutes)

Call the girls to the Friendship Circle for any reminders and last minute discussion. Other closing activities could be saying goodbye in other languages or singing a goodbye song. Invite any parents that may have arrived early to join in. Following the closing, the girls are dismissed.

Kaper Charts

A **Kaper Chart** is a girl-planning tool that can help teach responsibility and leadership skills. Troops/groups often use a kaper chart to divide up different duties and tasks of a troop meeting. The troop, with guidance from adult volunteers, can decide what specific jobs are needed for each meeting. These jobs can then be divided between the girls. To start, have the troop discuss the following:

- ◆ What needs to be done?
- ◆ How will the different jobs be rotated?
- ◆ What kind of kaper chart do we want?

Kaper Chart Ideas

There is no one way to make a kaper chart. Anything that clearly shows who is responsible for a specific task will work. A basic kaper chart may look similar to this example. There are great examples online too.

Give the girls in your troop the opportunity to help design their own kaper chart, or make a basic chart for them and allow them to decorate it.

- ◆ Draw a garden scene on a poster board including a symbol that represents your Brownie troop (an animal, star, moon, sun, for example) for each kaper. Write a kaper on each symbol. Add a small Velcro date in the middle of each symbol center. Have the girls write their names on cardboard ladybugs and put Velcro on the back of each. Put “ladybugs” on the Brownie symbol to denote who is responsible for that kaper.
- ◆ List kapers on a piece of poster board that is shaped like a wheel, with the kapers written in the “spokes.” Cut out a cardboard arrow and attach a center of the wheel with a brad (make sure it is not too tight so it can spin easily!). Have each girl take a turn spinning to find her kaper.
- ◆ Cut a piece of poster board into the shape of a trefoil (the Girl Scout symbol). Write kapers around the edge. Have each girl write her name on a spring clothes pin. Let each girl decorate her clothespin with washable markers. Move clothespins around the board to assign kapers.

Kaper Chart Examples

Sample 1

Meeting Date	Opening Activity	Closing Activity	Clean- up
Sept 15			
Sept 29			
Oct 6			

Sample 2

Troop 1234 Kaper Chart				
Kaper	Meeting			
	9/25	10/9	10/23	11/6
Opening				
Refreshments				
Clean-up				
Closing				

Sample 3

Jessi	Kaper Chart	Jen
	Snack	
Tina	Supplies	
	Clean-up	
May	Ceremonies	Beth
	Special Helper	

Sample 4

BROWNIE TROOP 1234 KAPER CHART

Meeting Starter



Pledge Leader



Clean-Up Helpers



Craft Helpers



Snack Helper

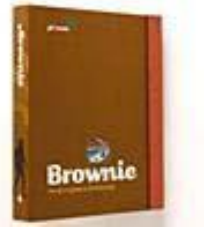


Promise Leader



Girl Scout Brownie Resources

The Girl's Guide to Girl Scouting



Girls at every grade level have a *Girl's Guide to Girl Scouting*, which correlate with the leadership journeys. Through fun activities, girls can earn a variety of badges to build the skills and gain the confidence they will use to change the world. They can even develop and complete activities to make their own badge—a great way to explore a topic of personal interest. (In addition, girls who make their own badge will learn *how* to learn, an important skill to have in school, on the job, and in life!)

The Girl's Guide to Girl Scouting is designed to complement the Journeys at each grade level. This means that each Skill-Building Badge Set (there are currently three; each is sold separately from *The Girl's Guide to Girl Scouting*) is tied to one of the three Journeys (as you can see in the following chart). You will find that doing a Journey and the related badge set at the same time will make it easy to offer the entire National Program Portfolio—Journeys and badges—in a seamless way.

Inside *The Girl's Guide to Girl Scouting* binder, you will discover three tabs: Handbook, Badges, and My Girl Scouts. The Handbook section consists of the Girl Scout Promise and Law, the Girl Scout Brownie Experience, Girl Scout history and traditions, the Brownie Story, Girl Scout Brownie uniform and special awards, and the requirements to Bridge to Girl Scout Juniors. Under the Badges section you will discover the Award Log, which lists all of the badges/awards that can be earned by a Girl Scout Brownie. Also included are all of the requirement booklets for the Brownie Badges. My Girl Scouts section is a scrapbook and includes activities and resources that can be used when working on the badges, an area for a journal and a place where the girls can write a letter to themselves to be read in the future.

Journeys

What is a Journey? A key part of the Girl Scout Leadership Experience is the Leadership Journey, a coordinated series of activities grouped around a theme. Along the Journey, girls will use the three leadership keys, Discover, Connect, and Take Action to make the world a better place. The activities included in the Journey guides may be done by troops/groups, by individually registered girls, or as part of larger program events. Each grade-level Journey series includes an adult guide and a corresponding girl book. The adult guide includes sample meeting sessions, activity ideas, and tips for successfully providing a strong leadership experience for girls.

3 Leadership Journeys

It's Your World—Change It!

This Leadership Journey encourages girls of all ages to make the world a better place and make new friends along the way.

It's Your Planet—Love It!

Leadership Journey, girls learn about environmental topics such as clean water and air, noise pollution, global warming, soil contamination, and agricultural processes. Each Journey is packed with current environmental information and offers ways to improve life for everyone on the planet.

It's Your Story—Tell It!

Stories say so much about us—they're a way to express our interests, hopes, and dreams. So it's important that girls get the opportunity to tell their stories through the range of creative approaches highlighted in this Journey!

Outdoor Journey

Anchored by the Troop Camping badge, our new Outdoor Journey will strengthen girls' outdoor skills and ignite their interest in environmental stewardship. Girls will also complete a Take Action project.

STEM Journeys

Engineering: Think Like an Engineer. Girls discover how to think like an engineer by participating in hands-on design challenges and completing a Take Action project.

Computer Science: Think Like a Programmer. Girls learn how programmers solve problems as they (girls) participate in interactive computational-thinking activities and complete a Take Action project.

Outdoor STEM: Think Like a Citizen Scientist. Girls practice the scientific method by undertaking a citizen science project. They make observations, collect data, and work with scientists who provide feedback on research and findings. Girls also complete a Take Action project.

Combined with existing STEM and outdoor programs, as well as programming that addresses life skills and entrepreneurship, Journeys and badges help girls empower themselves to take the lead like a Girl Scout as they accomplish amazing things. To see a list of all the badges and awards please visit the Volunteer Tool Kit(VTK).

Girl Scout Brownie Vest



Girl Scout Brownie Sash



Since the early days, Girl Scouts has been a uniformed organization. Today, that tradition continues, with the uniform representing Girl Scouting's trusted relationship between outward appearance and inward strengths and ideals.

Girls usually wear their Girl Scout uniform for the first time at the Investiture Ceremony. Girl Scouts may choose to wear uniforms at meetings or Girl Scout events to:

- 🌿 Make them easily identifiable to each other and to the public
- 🌿 Foster a feeling of unity among members
- 🌿 Reinforce the sense of belonging to the Girl Scout Movement

Wearing a uniform is not a requirement to being a Girl Scout, but uniform pieces provide girls a place to display their Girl Scout pins and the insignia that they have earned.

Girl Scout Brownie Insignia and Earned Awards

Girl Scout Brownie Membership Pin

This pin is only worn by Girl Scout Brownies and is presented during the Girl Scout Investiture Ceremony. It is worn on the Girl Scout Brownie Insignia tab (on the bottom of the tab) on the left side of the uniform. This pin tells others that you are a Girl Scout Brownie. It is shaped like a trefoil. Each

badge stands for one part of the Girl Scout Promise. In the middle of the pin is a Brownie elf. You can wear your pin even when you are not wearing your uniform, just to show you are a Brownie.



World Trefoil Pin

This pin signifies that all Girl Scouts are members of the World Association of Girl Guides and Girl Scouts (WAGGGS). It is presented after the girls have learned about the international aspects of Girl Scouting and Girl Guiding. Thinking Day is an ideal time for this ceremony. The pin is worn on the Insignia Tab above the Brownie Membership Pin.



Girl Scout Brownie Badges

Girl Scout Brownies can pick badges that sound fun, interesting, or give them the chance to build a skill that will be useful on their Journey. Each badge book explains the purpose and steps of each badge, along with choices for how the girls would like to complete the badge and tips on what to do before they start.



Financial Literacy Badges

These badges are earned when Girl Scout Brownies participate in Council Sponsored Fall Product Sales program and learn how to use money.



Cookie Business Badges

Girl Scout Brownies can earn these badges when they participate in the Cookie Program and use the skills that they learned earning their Financial Literacy Badges

Safety Award

The Safety Award is earned when Girl Scout Brownies learn how to stay safe during their Brownie adventures.



My Promise, My Faith

Girl Scout Brownies earn this pin (one for each year) by examining the Girl Scout Law and how it applies to their faith.



Leadership Journey Awards

Each Girl Scout Journey program has three awards that correspond with the theme of the Leadership Journey. They are the awards that Girl Scout Brownies can earn by completing the various activities throughout the Journey book.



The Brownie Journey Summit Award

Upon completion of all three Girl Scout Brownie Leadership Journeys, the girls will earn this very special award.



Membership Stars

Every Girl Scout receives a gold membership star at the end of each troop year to signify the completion of one year of Girl Scouting. Additionally, the girls receive a colored disc that fits behind the star. Each grade level has a specific color disc. The Girl Scout Brownie disc is green.



Bridging to Girl Scout Brownie Award

Awarded to third grade Girl Scout Brownies who have completed the bridging steps listed in the Girl's Guide to Girl Scouting. The award is presented to the girls during the Bridging to Girl Scout Brownies ceremony held at the end of the year.



NOTE: This is an optional award. Third grade Girl Scout Brownies do not need to earn the "Bridge to Girl Scout Brownies Award" to be considered Girl Scout Junior once they move to the 4th grade.

Participation Patches

Girl Scouts often receive patches for participating in an activity, event, or special program (also called fun patches). These events are usually one day programs that the council or Service Unit sponsors. Participation patches are placed on the back of the vest or sash.



You can find the requirements for these special awards, as well as the legacy badges and the new STEM themed badges and Journeys on the Volunteer Tool Kit (VTK).

Troop Finances

Girl Scout Brownies are ready to handle money. The troop finances and record keeping are the responsibility of the adults working with the troop. The following are a few things to remember regarding troop finances:

- ◆ Girl Scout Brownies may participate in council-sponsored product sales when selling with an adult. The troop profits earned during these activities, along with dues collected from Parents/Guardians, are used to support the cost of the Girl Scout Brownie program.
- ◆ Meet with parents and/ adults supporting your troop to establish a strategy for troop funds. For example, parents could pay a modest monthly activity fee based on an estimated annual troop budget. Consider the financial situation of all girls in your troop. Being a Girl Scout Brownie should not be expensive.

How do I open a bank account for my Girl Scout Brownie Troop?

Opening a bank account is one of the first steps in getting your Girl Scout troop up and running. GSCSNJ strongly encourages you to use their recommended financial institutions or their subsidiaries. We have developed a close relationship with these institutions and know that they have low or no costs for non-for-profit accounts, allow debit cards, and have a short turnaround for processing paperwork. Your Service Unit treasurer will assist you with the bank the Service Unit is using.

Establishing a Troop Bank Account

You will receive guidelines and instructions for establishing a troop bank account at your Service Unit Introduction.

All money raised or earned and other assets received in the name of and for the benefit of Girl Scouting must be authorized by Girl Scouts of Central & Southern NJ, Inc. and used for the purposes of Girl Scouting. Such monies and other assets become the property of and are administered by GSCSNJ. Such assets are not the property of an individual girl or adult, Service Unit, troop/group or communities within the council. Any person who misuses council assets will be removed from their Girl Scout position(s) and is subject to prosecution.

Possible Expenses

GSUSA Membership Fee
 Girl Scout Brownie
 Membership Pin Brownie
 Badges
 World
 Trefoil Pin
 Flag patch
 Membership star
 with disc Troop
 numerals
 Brownie
 Vest Tab
 Total

Additional Expenses

The Girl's Guide to Girl
 Scouting Journey
 Leadership Book (each)
 Journey Awards (each)
 Brownie Badges
 (each) Safety
 Award
 My Promise Pin
 (each) Cookie
 Pin (each)
 Brownie Sash

Involving Parents in the Girl Scout Brownie Experience

Here are some simple guidelines to involve parents in the Girl Scout Brownie experience:

- ◆ **Have a parent meeting.** Before you have your first meeting with the girls, invite the parents to a meeting. This allows them to meet you and your co-volunteers, meet the other girls and begin a relationship with other parents. Have the parents meet in one room and the girls in another. If that is not possible, meet without the girls or plan the meeting to address both the girls and adults.
- ◆ **Establish a method of communication.** Will the girls receive flyers to take home that talk about Girl Scout activities? Will the parents receive phone calls or emails? Will the troop have a newsletter? Be sure to establish a method of communication with parents. Girls in kindergarten and first grade cannot be relied on to share important information with their parents. As a volunteer, you need to be communicating on a regular basis with the girls' parents/guardians. You can use various methods of communications to do this: phone calls, troop newsletters, email, or develop a troop website.
- ◆ **Greet the parents.** As girls are being dropped off for the meeting, be sure an adult volunteer or co-volunteer is assigned to greet the parents and communicate with them about the meeting and any upcoming activity. This also allows the parents to speak with you or your co-volunteer about their daughter. Be sure to relay any important information as parents pick up their daughters.
- ◆ **Keep in touch with parents.** It may not be realistic to contact all of your parents on a weekly or even monthly basis, however, make a point to connect with them at least twice a year. Tell them how their daughter is progressing. If you are proud of a girl's accomplishment, tell her parents. Communicate successes and concerns often. A simple conversation can go a long way.
- ◆ **Have parents sign up to help.** A great time to solicit assistance is at your first parent meeting. Parents and extended family of the girls are your best resource. Be sure to ask if you need an extra set of hands at meetings, drivers for field trips, or help with a project. Be sure you ask for specifics. If you are vague or nondescript about what needs to happen, they will not volunteer.
- ◆ **Recognize parents.** Send a note to thank parents for their help, mention their assistance in your troop's newsletter, and share with them how you have seen their daughter change and grow.

Guidelines for Girl Scout Brownie Parent Meetings

Having a parent meeting is important to the success of your Girl Scout Brownie troop. Parent meetings allow you to meet your greatest resource. Parents need to be communicated with on a regular basis, asked directly to help with troop meetings and activities and feel that they are involved with their daughters. Below is a sample agenda to help you plan a parent meeting.

Welcome and Introductions

- ✿ Personally welcome all parents and guardians.
- ✿ Be sure everyone has a name tag.
- ✿ Have an activity where parents/guardians can introduce themselves and learn something about each other.
- ✿ Introduce your co-volunteers, and any other adults helping with the troop.

Provide Information About Girl Scouts

- ✿ Share the Girl Scout Mission.
- ✿ Share the Promise, Law, and Leadership Experience outcomes.
- ✿ Describe, in your own words, the benefits of being a Girl Scout.
- ✿ Explain the importance of girl/adult partnerships, helping girls to learn to make decisions, what that will look like for Girl Scout Brownies.

Troop Volunteer's Job

- ✿ Describe the trainings you have taken, or will be taking.
- ✿ Briefly explain your responsibilities as a troop volunteer.
- ✿ Explain the support you will receive from the Service Unit and Girl Scout Council.

Parent/Guardian Responsibilities

- ✿ Explain specifically how adults/parents can help to support the troop.
- ✿ Share your expectations of adults/parents, and how they can help you be a volunteer, especially the financial support needed.
- ✿ Explain the benefits of having parents involved with their daughters in Girl Scouts.
- ✿ Invite adults/parents to register with the troop. Be sure to have them complete the volunteer application process, which can be found on the website.

Creating a Quality Experience

Girl Scouting's promise to girls is stated in the mission: Girl Scouting builds girls of courage, confidence, and character, who make the world a better place. Girls engage in activities that help them **Discover** themselves and their values, **Connect** with others, and **Take Action** to make the world a better place.

A quality Girl Scout Leadership Experience includes going on a Leadership Journey, earning badges taking field trips, selling Cookies and Fall Products, and enjoying Girl Scout traditions.

The sample meetings that GSCSNJ has included in this workbook demonstrate how to customize your troop meetings using the Leadership Journeys, *The Girl's Guide to Girl Scouting*, and Girl Scouts of Central & Southern NJ, Inc.' programs and events. Together with the girls and families in your troop, you will take part in activities and challenges where girls play an active part in planning and doing, learn by doing, and work together toward shared goals.

Meeting Plans Outline

As stated earlier in the workbook, the troop leaders plan the meetings where girls play an active part in figuring out the what, where, when, how and why of their activities. Age appropriate, girl-led experiences are built into the sample meeting plans to make it easy for you.

Each meeting runs roughly 60 minutes. You do not have to squeeze or stretch activities to fit a particular time. Meetings can be customized and adjusted to match the needs and desires of your troop/group.

Troop Meeting Structure

Pre-Meeting Activity: Greetings, signing-in and fun activities to do until all the girls arrive. A sample sign- in/sign-out sheet is included in the Appendix.

Opening: Ceremony designed by the girls to start the meeting. For example, greeting each other with the Girl Scout handshake, reciting the Girl Scout Promise and Law, a simple flag ceremony and singing songs.

Business: Meeting in the Girl Scout Brownie Ring for troop business and planning. Jobs can be assigned using the kaper chart, collecting dues, making announcements, planning an event or trip and discussing what they will do.

Activity/Exploration: Activities to help girls gain a deeper understanding of themselves, develop healthy relationships, connect with others and have lots of fun.

Clean-up: Working together to leave the site better than you found it.

Closing: Reflecting on the meeting and a closing ceremony. In the Friendship Circle, share how to practice what they learned, sing a song, friendship squeeze and sign out.

Snack Time (optional): A healthy food and beverage. Invite the troop's friends and family network to sign up to bring a snack. Be sure to accommodate any food allergies and dietary restrictions.

Visit the VTK for detailed meeting plans!

Section 6: Ceremonies for Girl Scout Brownies

Girl Scout Ceremonies

Ceremonies play a very important role in Girl Scouting, and there are many opportunities to use them. A ceremony may welcome new girls into Girl Scouting (Investiture), observe a special Girl Scout day (Thinking Day Ceremony), may recognize accomplishments (Court of Awards), or may open or close a meeting (Flag Ceremony).

Troops may also design their own ceremonies around special occasions. Use ceremonies as often as you wish – just remember to let the girls help you plan them! Sample ceremonies are available in the Appendix of this packet.

Below are some tips to help you have a successful Girl Scout ceremony.

- Practice the ceremony in advance, but do not expect the girls to memorize every word.
- Invite guests to your ceremony when appropriate. The presence of relatives and friends can make the ceremony even more special for the girls.
- Try to include the Girl Scout Promise and Law in every ceremony.
- Set the right atmosphere for your ceremony: the setting, the music, and lighting can help.
- Balance the joy and the seriousness of the event.

Suggested Dates and Occasions

INVESTITURE

A ceremony to welcome new girls and adults into the Girl Scouting program. It is held anytime a person joins the Movement as a new member. Note: A person is invested only once in their lifetime.

REDEDICATION

A ceremony for girls and adults who have already been invested at some time in their life. It is a time for them to reaffirm their belief in the Promise and Law and to reflect upon the meaning of Girl Scouting in their lives. It is usually held at the beginning of each Girl Scout year. Note: If a person rejoins the Movement after a period of absence, they are welcomed back at a rededication ceremony.

FOUNDER'S DAY (Juliette Low's Birthday)

A ceremony and/or celebration held on or about October 31 of each year. It is a program to recognize the important role that Juliette Gordon Low played in the development of the Girl Scouting program in the United States.

PATROL LEADER INSTALLATION

A ceremony at which time patrol leaders receive the double gold cords of their position. It is held each time new patrol leaders are selected.

TROOP BIRTHDAY PARTY

A ceremony and/or celebration recognizing the anniversary date of the beginning of the troop.

WORLD THINKING DAY

A ceremony and/or celebration held on or about February 22 each year. New members can receive the World Trefoil Pin and all Girl Scouts observe the international aspects of the Movement.

GIRL SCOUT'S BIRTHDAY

A ceremony and/or celebration to mark the beginning of Girl Scouting in the United States, which is March 12, 1912.

GIRL SCOUT SUNDAY/SABBATH

A ceremony held each year during Girl Scout Week – the week of March 12. It is a time for Girl Scouts to reflect upon the importance of the words "to serve God" in the Girl Scout Promise. Some religions observe Girl Scout Sunday on the Sunday beginning Girl Scout Week, while other religions observe the Girl Scout Sabbath on the Saturday ending Girl Scout week. People of the Jewish faith also call it Shabbat.

GIRL SCOUT WEEK

Ceremonies and celebrations are held throughout the week of March 12 each year.

COURT OF AWARDS

A ceremony to recognize the achievements of Girl Scouts. It is on this occasion that girls receive the insignia they have earned. This ceremony can be held any time during the Girl Scout year. At the last Court of Awards of the year, members can receive their membership stars.

FLY-UP

A ceremony held at the end of the Girl Scout year for Girl Scout Brownies bridging to Girl Scout Juniors. It is at this time the girls receive their Girl Scout Brownie wings.

BRIDGING

This ceremony is held for any Girl Scout moving up to a new grade level in the program: Girl Scout Brownies to Girl Scout Brownies, Girl Scout Brownies to Girl Scout Juniors, Girl Scout Juniors to Girl Scout Cadettes, Girl Scout Cadettes to Girl Scout Seniors, Girl Scout Seniors to Girl Scout Ambassadors, and Girl Scout Ambassadors to Adult Girl Scouts.

CAMPFIRE

A ceremony and/or celebration held around a fire. The meaning of a campfire lies in the spirit of the program. It can unlock the spirit of mystery, romance, sisterhood, humor, and magic within the heart of each participant.

ADULT RECOGNITION

An occasion at any time of the year when adults are recognized for their service to Girl Scouting.

GIRL SCOUT'S OWN

It is a solemn time given over to the girls themselves to create a moment of their very own. A Girl Scouts' Own can be held at any time and can take place at a troop meeting, at an inter-troop gathering, or at camp.

OPENING

A ceremony to begin a meeting or event.

CLOSING

A ceremony to end a meeting or event.

FLAG

A ceremony to recognize our allegiance to our nation or discard a worn flag. A flag ceremony can be held as part of a celebration. It can also be used to open a troop meeting as well as on a separate occasion.

Sample Girl Scout Brownie Investiture Ceremony

The following are some ideas for a Girl Scout Investiture ceremony. Be sure to include ideas girls made in the Girl Scout Brownie Ring when they helped plan for the Investiture. The Girl Scout Brownie should have understanding of the Girl Scout Law and be able to recite the Girl Scout Promise. Parents/Guardians should be invited to attend the event.

BEFORE THE CEREMONY:

Ask each girl to choose a special adult to help during the ceremony. Practice parts of the ceremony, like reciting the Girl Scout Promise, but do not go through an entire “dry run.” This may spoil some of the girls’ enthusiasm for the real ceremony. Be sure everyone understands what she must do during the ceremony. Practice standing in a horseshoe with leaders at the center and girls on both sides. You might also prepare a construction paper Brownie with a pin and the girl’s name on each petal or other easy ways to hand out the pins.

OPENING:

The opening can be a song, the Girl Scout Promise, or special words by the adult volunteer to set the mood of the ceremony. For example, “Today is a very special day for us. It is the day when we receive our Girl Scout Brownie membership pins and officially become Girl Scouts. To do this, we each make a promise – the same promise that all Girl Scouts everywhere make. We hold up three fingers to remind us that our Girl Scout Promise has three parts: to serve God and our country, to be helpful to others and to try to be the best person we can by following the Girl Scout Law. Today we have (number of) new girls joining Girl Scouts. Let us make the Girl Scout sign now and say our Girl Scout Promise together.”

MIDDLE:

In this portion of the ceremony, the leader can call the names of the new members and ask them to step forward. (Patrol leaders might escort them and assist leader in presentation of pins.) The leader will then ask new girls to say the Promise together. Leader presents each girl with her pin and welcomes her with the Girl Scout handshake. Girls return to horseshoe.

CLOSING:

The closing of the ceremony can end with each girl members repeating the Promise together. It can start with the leader saying something similar to: “The Girl Scout Law has 10 parts, each represented by a small candle on our table.” Ten girls step forward, one at a time in order. The leader lights taper and gives it to the first girl; each girl hands on to the next girl, each reciting part of the Girl Scout Promise. Each girl returns to the horseshoe as she finishes. You can end with a song chosen by the girls, and then extinguish the candles.

More Ideas for a Girl Scout Brownie Investiture Ceremony

Idea #1

Supplies: Nametags, Girl Scout Brownie membership pins

Have each Brownie stand outside the room (or off to the side) with one adult. Girls knock on the door (or pretend door).

Leader calls: "Who is there?"

Girls answer "Little girls."

Leader asks: "What do you want?"

Girls answer: "We want to be Brownies."

Leader: "Why?"

Each girl gives her reason, e.g. "I want to make new friends." "I want to go camping." "I want to learn new things." "I want to make things."

Leader turns to the others in the room and says "Shall we let them in?"

Audience answers: "Yes."

Girls come in and form a semicircle around a mirror on the floor (which could be encircled in something green to give the appearance of a pool of water).

Leader takes each girl and turns her by the shoulders, saying: "Twist me and turn me and show me the elf. I looked in the water and saw..."

Brownie looks in the mirror and says: "Myself."

The leader pins on her pin.

When all the Brownies have received their pins, say the Promise.

You may want to sing a song appropriate for the occasion, such as "Brownie Smile Song" or "Where'er You Make a Promise."

NOTE: Girls should be familiar with the Brownie elf story found in the handbook.

Idea #2

Supplies: A candle for each member; three tall candles (To represent GS Promise); 10 candles (to represent GS Law); matches; membership pins (for investiture)

Leader: All around us is darkness. I light this candle to represent the flame of sisterhood that burns in the heart of every Girl Scout and it is no longer dark. Although this is a tiny flame and it lights only a small area, all of us can see it. Each one of us knows it as here and could find the way to it. Though tiny, it is a beacon to every one of us. This tiny light can grow, be multiplied and spread if someone would come to join it. (Two girls light their candles from the leader's candle.)

Girl Scout #1: Now the flame is brighter, lights a bigger area and we can see more than before. But this is only a beginning. For once there is light and people who are willing to share it, it will grow. As it is shared, it will become bigger and bigger until all who want it can have the light. (Girls light candles from each other until all are lighted.)

Girl Scout #2: See how fast the light can spread. Notice how well you can see now. This light makes it possible for us to see our friends, see their smiles and their actions. Other people can see our light.

Girl Scout #3: As this light brightens our group, so does our light as true Girl Scouts brighten our own lives and the lives of others. The smallest light held by the least of us is important to the whole world.

Girl Scout #4: Now I will light the three candles for the three parts of our promise with the same tiny light from which so much light has grown. Watch the candles take up the flame to shine on all of us as we rededicate ourselves by saying the Girl Scout Promise. (all members repeat the Promise.)

Girl Scout Promise:

On my honor, I will
try:

- 1) To Serve God, and my country,
- 2) To help people at all times,
- 3) And to live by the Girl Scout Law.

(Girls come forward, one at a time, to recite one of the ten parts of the Girl Scout Law and to light a candle which represents the part)

Girl Scout Law:

I will do my best:

- 1) To be Honest and Fair
- 2) Friendly and Helpful
- 3) Considerate and Caring
- 4) Courageous and Strong
- 5) Responsible for what I say and do
- 6) Respect myself and others
- 7) Respect authority
- 8) Use resources wisely
- 9) Make the world a better place
- 10) Be a sister to every Girl Scout

Leader: This pin tells everyone you are a Girl Scout (attach pin to girl's clothing). Wear it proudly (give the Girl Scout handshake to the new member). Welcome to Brownie Troop # ____ (Everyone blows out candles).

Idea #3

Supplies: A candle for each girl in the troop; a troop candle; logs/candle holders for candles; pond and pond decorations; Brownie Girl Scout pin for each girl; mirror; matches; other decorations.

Leader: (Welcome parents and explain the purpose of the ceremony):

"Good evening everyone. My name is Ms. (Leader's name) and I would like to welcome you to the Investiture and Rededication Ceremony for Brownie Girl Scout Troop # ----. This is Ms. (Asst. Leader's name). She is the Assistant Leader for the troop and will be helping with the ceremony tonight. We are glad you could join us for this special occasion, it means a lot to your daughters. And Investiture is a ceremony to officially welcome a girl or adult into Girl Scouting for the first time. Girls or adults who have been Girl Scouts before will rededicate their commitment to Girl Scouting by renewing the Girl Scout Promise. I know the girls are excited so let's begin."

The leader(s) and assistant leader(s) take their

places. LEADER: (light the troop candle and say):

"This candle represents Brownie Troop # ----. Will the girls of Brownie Troop # ---- please come forward and stand behind Ms. (Assistant Leader's name)."

(The leader should position herself near the candle table and the mirror in the magic pond.) ASSISTANT LEADER: "Let us enter the Magical Forest where we hope to find the magic pond."

The Assistant Leader leads the girls into a horseshoe formation around the magic pond (a mirror decorated to look like a pond – put a fish in it. It looks great!)

ASSISTANT LEADER: (knocking on an imaginary door): “Knock, knock,

knock.” LEADER: “Who comes to the Brownie Woods?”

BROWNIES (answer together):

“We do.” LEADER: “What do you
want?”

BROWNIES (answer together): “We want to be Brownie Girl Scouts.”

LEADER (calling one girl up at a time): “_____, please come forward. Have you completed your Brownie good deeds?”

GIRL: “Yes.”

LEADER (gently turning girl in a circle): “Twist me and turn me and show me the elf, I looked in the water and saw...”

GIRL (glances into the pond (mirror) and says): “Myself!”

LEADER (handing the girl a candle): “Please light your candle from the troop flame.”

(Girl lights candle and places it in the log or candle holder. The leader should help girls if needed so they do not burn themselves or drop the candle.)

LEADER: “_____, I would like to present you with your Brownie Girl

Scout pin.” (Leader pins the girl and then shares a Girl Scout handshake.)

LEADER: “Please return to the forest as a Brownie Girl Scout.”

(The girl returns to stand with the other girls and the Assistant Leader.)

(Continue as above with each new girl in the trop. For returning girls, ask them if they are ready to be rededicated to Girl Scouting and follow the same procedure with them. (It is alright if returning girls have done the “twist me, turn me” before, they love to do it again. So do not leave them out.)

After all the girls, the leader will pin the Assistant Leader (adults wear the adult pin, not the Brownie pin) and she in turn, pins the Leader.

LEADER (to Assistant Leader):

“Ms. (Assistant Leader’s name), do you promise to do your best to inspire the girls of Brownie troop # ---- to discover a sense of self and values, connect with others and take action to make the world a better place?”

ASSISTANT LEADER: “Yes, I do.”

(Leader now pins Assistant Leader.)

ASSISTANT LEADER (to Leader):

"Ms. (Leader's name), do you promise to do your best to inspire the girls of Brownie Girl Scout Troop # ---- to discover a sense of self and values, connect with others and take action to make the world a better place?"

LEADER: "Yes, I do."

(The Assistant Leader now pins the Leader.)

LEADER: 'Brownies in the Magical Forest, please join me in the Girl Scout

Promise.'" (All join in the Girl Scout Promise.)

LEADER: "Moms and Dads , I present Brownie Troop # ----."

After the applause inform the parents that the Brownies will now be serving refreshments.



Traditional Candlelight Investiture/Rededication Ceremony

Before and/or after the investiture/rededication portion of the ceremony a troop may choose to have a flag ceremony, sing a song, etc. However, the investiture/rededication should be the main part of the ceremony.

Supplies:

- 14 candles (three for the Girl Scout Promise, 10 for the Girl Scout Law and one to light all other candles)

The Troop stands in horseshoe formation around a table with ceremonial candles. Open end of the horseshoe should be towards the audience.

The Adult Volunteer or one of the girls begins the ceremony by explaining the meaning of “investiture” and/or “rededication” and the symbolism of the tree candles for the Girl Scout Promise and ten candles for the Girl Scout Law.

The participating girls and/or adults begin to light the candles. This is shown by the *. One candle is lit for each part of the Girl Scout Promise and the ten parts of the Girl Scout Law. The number of participants will determine how many candles each girl/adult lights. If you need more “parts,” consider having one girl speak and one girl light the candle.

1. The Girl Scout Promise: On my honor, I will try * (this is the candle used to light all others)
2. To serve God and my country*
3. To help people at all times *
4. And to live by the Girl Scout Law. *
5. The Girl Scout Law: I will do my best to (no candle lit)
6. Be honest and fair *
7. Be friendly and helpful *
8. Be considerate and caring *
9. Be courageous and strong, and *
10. Be responsible for what I say and do. And to *
11. Respect myself and others *
12. Respect authority *
13. Use resources wisely *
14. Make the world a better place *
15. Be a sister to every Girl Scout. *

Leader: “At this time the girls of Troop # _____ will rededicate themselves to the service of Girl Scouting.”

- All returning members are called forward. They repeat the Girl Scout Promise and are welcome back to the troop by an adult member with the Girl Scout Handshake. They then return to the horseshoe.

Leader: “Now our new members will be invested into Girl Scouting.”

- Leader, or one of the rededicated girls, calls each new girl and adult forward.
- Each new member then repeats the Girl Scout Promise and receives their Girl Scout Brownie Pin and Promise Circle.

Bridging to Juniors Ceremony

This ceremony is held at the end of the last year of the Girl Scout Brownie program as Brownies bridge to Girl Scout Juniors. A Girl Scout Brownie “flies up” to Junior Girl Scouting in the spring, and receives her Girl Scout Brownie Wings. If possible, have your fly-up ceremony with a Girl Scout Junior troop in your Service Unit. Often all age groups of girl Scouts are involved, including parents.

Supplies:

- | | | |
|------------------------------------|--|--|
| • Brownie wings | • Age level pins | • Write a GS Law on each one |
| • Bridging Patch | • Refreshments | • Girl Scout Junior troop and adult volunteers |
| • Membership stars with green disc | • Brown construction paper (cut to represent stones) | |
| • Bridging certificates | | |

Girl Scout Brownies sit on one side of the room in a Brownie Ring. The Girl Scout Juniors sit in a horseshoe (always make the open end toward the audience) on the other side of the room. Place your ‘stepping stones’ between the two groups and tape them down to the floor.

Everyone sings *Girl Scouts*

Together. Girl Scout Brownie

Adult Volunteer:

Brownie Girl Scouts, you are just
about To become a Junior Girl
Scout.
Next year, you will find
That Junior Girl Scouts are true and
kind. So now I give you Brownie
Wings
So you may fly to bigger things.

She pins the wings on each Girl Scout Brownie. The Girl Scout Brownies then takes a few steps forward.

Girl Scout Junior Adult Volunteer: Hello there! Who are you dressed in brown with such cheerful smiles and not one frown?

Girl Scout Brownies: We are Girl Scout Brownies and we like to have fun.

Girl Scout Junior we’d like to become.

Girl Scout Junior Adult Volunteer: By what right do you ask?

Girl Scout Brownies: By the right of our wings. (Point to their wings).

Girl Scout Junior Adult Volunteer: We welcome you to Junior Girl Scouts. Please cross the bridge one at a time.

As each girl crosses, she is met by the Girl Scout Junior Adult Volunteer and a Girl Scout Junior. She is given her Girl Scout pin and led to the Junior horseshoe by the Girl Scout Junior.

Girl Scout Juniors:

Welcome to Junior Girl Scouts
You’re a Girl Scout Brownie no more.
We’ll have lots of fun and lots of games, As
we teach you Girl Scout lore.
WELCOME, BROWNIE GIRL SCOUTS!

Ceremony Planner Form

Purpose of Ceremony:		Theme of Ceremony:	
When will it take place?		Where will it take place?	
Who will be invited?			
	Activities	Props	Who's Responsible
Before Ceremony:			
Opening:			
Main Part:			
Closing:			
Evaluation:			

Section 7: Songs, Crafts, Games, Snacks

Songs for Girl Scout Brownies

Brownie Smile Song

I've something in my
pocket It belongs across
my face.
And I keep it very close at
hand In a most convenient
place.
I'm sure you couldn't guess it,
If you guessed a long, long
while. So I'll take it out and
put it on, It's a great big
Brownie Smile!

Girl Scouts Together

Girl Scouts together, that is our
song, Winding the old trails rocky
and long. Learning our motto, living
our creed. Girl Scouts together in
every good deed.

Girl Scouts together, happy are
we. Friendly to neighbors far o'er
the sea. Faithful to country, loyal
to home.
Known as true Girl Scouts wherever we
roam.

Whene'er You Make A Promise

(Tune of "I'm a Little Teapot")

I'm a little Brownie, dressed in
blue I am a Girl Scout, you are
too!
When I go to meetings, I sing and
shout I love being a Girl Scout
Brownie!

We Are Brownies

(Tune of "Are You Sleeping?")
We are Brownies, we are Brownies, In
a ring, in a ring.
We are Girl Scout Brownies, we are Girl
Scout Brownies
Hear us sing, hear us sing.

The Bear Song

(Repeat each line before singing the next line)

1. The other day I met a bear, a great
big bear a way up there.
2. He looked at me, I looked at him, he
sized up me, I sized up him.
3. He says to me "Why don't you run,
I see you ain't got any gun."
4. I say to him "That's a good idea, so
come feet, let's up and fleet.
5. Ahead of me I saw a tree, a great big
tree, oh glory be.
6. The lowest branch was 10 feet up. I'd
have to jump and trust to luck.
7. And so I jumped into the air but I
missed that branch away up there.
8. Now don't you fret and don't you
frown I got that branch on the way
back down.
9. Now that's all there is, there ain't no
more. Unless I meet that bear once
more.

I'm A Girl Scout

I'm a Girl Scout. I'm a Girl Scout.
Who are you? Who are you?
Can't you tell by
looking? Can't you tell
by looking? I'm one
too. I'm one too.

Pretty Lady

We're going to the circus, we're going to
the fair, To see the pretty lady, with flowers
in her hair.
So shake it, shake it, shake it, shake it if
you can, Wobble to the bottom, and wobble
to the top,
Turn around and turn around, and this is
where you stop.

Piece of Tin

I have this little piece of tin, Nobody
knows what shape it's in.
It's got four wheels and a running board, It's
got four doors and it's a Ford.
Honk, honk, rattle, rattle, rattle, crash,
bang, bang,
Honk, honk, rattle, rattle, rattle, crash,
bang, bang,
Honk, honk, rattle, rattle, rattle, crash,
bang, bang,
Honk, honk, honk, honk, honk, honk, Beep,
Beep!

Girl Scout Spirit

I've got that Girl Scout Spirit, up in my
head, Up in my head, up in my head.
I've got that Girl Scout Spirit, up in my
head, Up in my head to stay.
#2 Deep in my heart
#3 Down in my knees
#4 Down in my toes
#5 All over me

Taps

Night time: Day is done, gone the sun, from
the lakes, from the hills, from the sky.
All is well, safely rest, God is nigh.

Day time: Thanks and praise, for our days, 'neath
the sun, 'neath the stars,
Neath the sky. As we go, this we know, God is nigh.

Brownie Ring Chant (Round- About Round)

Round and round and round about,
Turn about and in and
out. Come into the
Brownie Ring Ready for
'most anything.

Round and round and round
about, Take the hand of a
Brownie Scout. Here we are in
Brownie Ring,
Ready for 'most anything!

Make New Friends

Make new friends and keep the old,
one is silver and the other gold.
A circle is round, it has no end,
That's how long I want to be your friend.

Crafts for Girl Scout Brownies

Little Hands Greeting Cards

Supplies: card stock, pencils/crayons/markers, scissors, decoration extras

Instructions: Fold the piece of card stock in half. Trace the girl's hand on the paper with the little finger on the fold. Cut out around the hand, leaving the little finger as the fold. Decorate with crayons, etc. Card looks like two hands opening.



Paper Sculpture

Stars and Stripes Sculpture Supplies: Red, white, and glue paper; blue stick; scissors; stars shapes.

Shape Sculpture Supplies: Red, yellow and blue paper; glue stick; scissors; circle, triangle, and square shapes.

Instructions for Stars and Stripes Sculpture: Draw star shapes on paper and cut them out. Cut different size strips of red and white paper. Fold some strips into circles. Accordion fold others. Arrange stars and stripes on a piece of blue paper and glue into place.

Instructions for Shape Sculpture: Draw circle, triangle and square shapes on red, yellow and blue paper and cut them out. Cut different size strips of red, yellow and blue paper. Fold some strips into circles, some into squares, and others into triangles. Cut out large shapes for a base. Arrange shapes and strips on your base and glue into place.

Tie Dye Socks

Supplies: Plastic bowl or pan, Nontoxic fabric dye, White socks, Rubber bands, Pennies, Rubber gloves, Plastic spoon, Newspaper

Time needed: Under 1 Hour

Instructions: Begin by covering the work area with newspaper. In a plastic bowl or pan, dissolve a packet of nontoxic fabric dye in hot water, according to the package directions. Add more hot water until there is enough to cover a couple of pairs of socks. Dampen the white socks with clear warm water, then bundle them up in rubber bands. To make stripes, wrap three or four rubber bands around the foot and top of the sock. To make circles (great for the heels), pinch a section of the sock and tie, about an inch down, with a rubber band. For a pattern of tiny rings, slip pennies or buttons into the socks and wrap bands around them. Wearing rubber gloves submerge the bound socks in the warm dye and stir occasionally with a plastic spoon. After 20 minutes or so (the color will lighten after the fabric is rinsed and dried), run them under cool water, squeezing until the water runs clear. Remove the bands (and any pennies), smooth out the socks, and rest them flat on newspaper. Let them dry overnight.

Games for Girl Scout Brownies

Ball Toss Name Game

Stand the girls in a circle. Leader throws one the ball, they say their name, all daisy's repeat the name, then daisy passes the ball to someone else.

Umbrella

Number of kids: Enough to maneuver the parachute or sheet. A few adults will help.

How the game is played: Have the children hold the edges of the blanket. Say, "I hear thunder! I think it's going to rain!" while helping them shake the parachute or sheet. Lift the parachute or sheet high and let it fall, while calling the kids, one at a time, to run under the parachute or sheet. ("Sarah! It's raining! Run under the umbrella!") When everyone is under, play again. This time, have everyone get under the umbrella at once.

Tips for adults: Some children just don't like having things put over their heads or faces, so watch to make sure that all kids are feeling safe and happy. If someone doesn't want to run under the parachute, you can say, "Jane likes the rain. She's going to help hold our umbrella!"

Islands

Supplies: newspaper

Spread out several sheets of newspaper scattered on the floor of the playing area. These are the Islands. Players are to roam around the playing area until the leader yells "shark". Then the players must get on an Island, their feet can't touch the floor. At another signal they roam the playing area again and the leader takes away one of the Islands. Play continues until only one Island is left. It's great fun to see lots of girls crammed onto one sheet of paper. Be sure to tell them that co-operation is the key to this game.

Weather Relay

Have one bag for each team. The bag contains mittens, hat, scarf, coat – or whatever you want to put in the bags. The 1st person has to put on the clothes, run to the other end, and take off the clothes. Then the 2nd person repeats the process. And so on until everyone on each team has done it. The first team that has all the members finish the process wins.

Bo-Bo

In a circle, each girl has their hands palm up, right hand on top of neighbors, as you sing clap hand around circle until you get to counting. Avoid being hit on #8. If hit, go into the center and start a 2nd circle. If missed, person to your right goes into the circle. Sing the song:

BoBo ski wattlin totlin
Ay, Ay, - Boom, Boom
Boom, boom, boom. Itty,
bity, wattlin totlin Bo, Bo,
ski wattlin totlin Bo, Bo,
ski wattlin totlin 1, 2, 3,
4, 5, 6, 7, 8

Additional Games

Brownie Mix

Call out ways Girl Scout Brownies can get together. The girls move around and mix with each other. Conclude with some idea that brings the whole group together, i.e. "Everyone who can say the Girl Scout Promise."

Get together with everyone

Who:

- Has blue eyes
- Has the same color of socks
- Wears glasses
- Likes to color
- Has a birthday this month
- Likes chocolate milk

Brownie to Brownie

Each Girl Scout Brownie should choose a partner and introduce themselves. The leader yells out "elbow to knee" or whichever appropriate two body parts they choose. This would mean that one Girl Scout Brownie would put their elbow on their partner's knee. Then the leader may say "thumb to head." While still holding "elbow to knee" one Girl Scout Brownie must place their thumb to the other's head. The leader continues to call out various instructions.

Whenever the leader wishes, they may say "Brownie to Brownie." This means that everyone finds a new partner and introduces themselves. Whoever is left without a partner is the new speaker and can begin yelling out new directions. If needed there may be one group of three.

Human Knot

Form a circle, shoulder to shoulder, and place all hands in the center of the circle. Everyone put their right hand in the circle and grab the hand of another person. You may not hold the hand of the person next to you. Everyone may then put their left hand in the circle and grab the hand of another. Again do not grab the hand of your neighbor, nor the hand of the person that you are already holding hands with. Once everyone has another person's hand, everyone has to find a way to untangle themselves WITHOUT letting go each other's hands.

Catch the Dragon's

Tail Equipment:

Bandana

Line up two lines of 5-10 people in each line, one behind the other. Players put their hands on the waist of the person in front of them. The last person in line tucks the bandana in her back pocket. On signal, the head of the dragon begins chasing the tail. When the head manages to catch the tail, the head person takes the bandana and becomes the new tail.

Find the Leader

Players: At least 4 (best with 6 or more)

The Object: To guess who's leading the group

One player, the guesser, goes around the corner of the house while the remaining players sit in a circle and select a leader (quietly!). The leader then initiates a series of motions – hand movements, claps, foot stomps and so on

– which the other players copy. The guesser is then called back to watch the group, and stands in the center of the circle. The leader must change the movements every five to twenty seconds. The followers try not to give away the leader with their eyes. The guesser gets three tries to identify the right person.

Snacks for Girl Scout Brownies

ARMPIT FUDGE

Ingredients (single serve version):

- ◆ 2 oz. powdered sugar (1/2 cup)
- ◆ 1 Tbsp. butter
- ◆ 2 tsp. cream
- ◆ Dash of vanilla
- ◆ 2 tsp. cocoa
- ◆ Sandwich-size plastic zip bag



Instructions: Place all ingredients in a sandwich-size plastic zipped bag. Squeeze out all the air. Squish and smoosh (under the arm!) the bag until all the ingredients are well mixed with a creamy consistency. Add any favorite flavors or other stuff (raisings, M&M's, peanut butter, chopped nuts, etc.). Take out a spoon and enjoy.

MAGIC LEMON PUDDING

Ingredients:

- ◆ 1 can sweetened condensed milk
- ◆ Juice of one lemon
- ◆ 1 cup graham crackers or ginger snaps (broken)

Instructions:

1. Mix milk with lemon juice.
2. Add graham crackers or ginger snaps.
3. The pudding will congeal without cooking.



UNCOOKED BROWNIES

Ingredients:

- ◆ 4 squares semisweet chocolate
- ◆ 1 small can of condensed milk
- ◆ 1 lb. box of vanilla wafers
- ◆ Wax paper

Instructions:

1. Melt the chocolate. Add milk.
2. Heat and stir until smooth.
3. Crumble vanilla wafers.
4. Add to chocolate/milk mixture.
5. Mix well.
6. Drop on wax paper. Let harden.



Commonly Asked Questions – Check the Volunteer Tool Kit for many answers¹

1. When should I pass out patches?

You can pass out the badges, patches or earned awards any time. Some leaders like to give them out right after the meeting where the girls have earned them. Some leaders wait until the end of the year and give all the recognitions earned at a ceremony. But, girls may have trouble remembering when and how they earned something eight months before, so several ceremonies during the year could be appropriate. Ask the girls what they prefer and see if you can come up with a system that works for everyone.

2. We are a new troop and have no money.

When starting a new troop you will not have any money, but do not be discouraged. It is common for a leader to charge dues or an activity fee. This is something that can be discussed at the first parent meeting.

Dues	Yearly Fee
<ul style="list-style-type: none"> Collecting a set amount at each meeting (girls bring \$2 to each meeting) 	<ul style="list-style-type: none"> Asking the parents to pay a set amount at the beginning of the year (15 meetings x \$2.00 per meeting = \$30 paid at one time)
Pros	Pros
<ul style="list-style-type: none"> Girls learn responsibility by bringing money to each meeting Easiest on the parents – pay a little at a time 	<ul style="list-style-type: none"> Easy for leaders to track Easy for parents to pay all at once Leaders can plan activities for the year by knowing how much money they have
Cons	Cons
<ul style="list-style-type: none"> Not a lot of money to work with since it is coming in a little at a time Leader has to keep track of it since the girls often forget Some families may find even that small amount a hardship 	<ul style="list-style-type: none"> Can be a lot of money upfront for some parents What if a girl drops out of the troop – do you offer a refund?

3. Does every troop have to open a bank account?

Every troop must set up a bank account. See *Volunteer Essentials* for specifics on opening the troop bank account.

Here are a few tips to remember about the bank account:

- Every troop account must have two non-related troop representatives.
- Depending on the bank's policy, you may need some money to start a bank account. At the first parents' meeting ask the parents for dues or the activity fee so you have some money to open an account.
- If you need to reimburse yourself, have the other signer on the account sign the check. Never write a check to yourself!
- Never use an ATM to retrieve money.
- Report any changes to your bank account immediately! That includes but is not limited to account numbers or signers changing.

4. Can the troop do a money earning project?

Girl Scouts of Central & Southern NJ, Inc. offers two product sale activities every year.

- Girl Scout Fall Product Sale
- Girl Scout Cookie Activity sale

5. What should the money be spent on?

- Money is to be spent on the troop. Ask the girls what they would like to do (community service projects, crafts, a council sponsored activity, camping, etc.).
- Money can also be spent on general supplies – crayons, scissors, postage stamps, gas for field trips, etc.
- Most troops will pay for the badges that are earned during troop meetings. Additional badges earned by individuals at home can be paid by the parents.
- The troop can also pay for leader trainings such as First Aid/CPR certification.
- Remember, the money is not an individual girl's, but it is the troop's money.

6. We had a great cookie sale! What should we do with the money earned?

The troop account should be spent during the membership year.

- Money can be used for an end of the year trip.
- Pay for next year's membership registration.
- Purchase uniforms, books, badges, program fees, etc.

7. Worried about money for the next year?

Troops can participate in the Fall Product Activity to boost their bank account.

8. Should my troop do a community service project?

Yes! Community service is a large part of Girl Scouting. Even Girl Scout Brownies can do service projects. Projects should be girl-led to help provide support to organizations the girls feel passionate about.

9. A field trip sounds like fun! Tell me more.

Most troops find an end of the year field trip a good way to conclude the year and spend troop funds. Remember, trips are like all other projects and must be grade level appropriate.

- Girl Scout Brownies enjoy swimming and nature hikes.
- Girl Scouts of Central & Southern NJ, Inc. also has many programs that are appropriate for Brownies. Check the website for upcoming activities.

10. Should I make a budget for the troop?

No, a budget is not necessary, but planning ahead and keeping records of finances is important. Be sure to keep all receipts! Although you do not need to turn them in, it is important to know what you are spending money on. Do not forget to share troop finances with the parents. At the end of the year, you are required to report troop finances to the council.

11. Should I get the girls' families involved in the troop?

Absolutely! It is important for leaders to have support from the parents. We encourage new leaders to get the parents involved early.

Below are a few ways to get parents involved and ease the load on you, the leader.

- Start the year with a parent meeting and let the parents know how to get involved.
- Encourage parents to stay at the meetings. You can always use extra hands.
- Start a troop newsletter. It does not have to be fancy, just a reminder about upcoming meetings and events.
- Ask the parents what skills or hobbies they have. Have the parents plan a meeting where they teach the girls that skill.
- Have family events such as a bowling party or end of the year bridging ceremony.
- If a parent cannot attend a meeting, ask that they plan an overnight, chaperone a trip, or organize the cookie activity for the troop.

12. How many adults do I have to have at a meeting?

Adult help is required. Refer to the table on page 16 for the girl to adult ratios.

13. Does my troop need to complete all three Leadership Journeys in the 2 years they are Girl Scout Brownies?

No. You can do as much or as little as the girls decide what they would like to do.

14. If I ask my parents to purchase just one book, what should it be?

The Girl's Guide to Girl Scouting. It includes information regarding petals, special awards, scrapbook, and so much more.

15. I think I am ready! What is my first step in getting the troop started?

Girl Scouts of Central & Southern NJ, Inc. encourages you to host a meeting for parents to start the troop. Call the girls or send out flyers through your school or organization to all interested girls to let them know about the parent meeting. Your Membership Specialist can help you with this process. You can host the parent meeting wherever you feel comfortable (a library, a church, or a school). Refer to **Section 4** in this resource for guidelines of a parent meeting.

16. Who do I call for additional questions?

Your Service Unit Manager is your link to the council! GSCSNJ is comprised of 57 Service Units. Each Service Unit has a volunteer Manager who oversees and manages the leaders in that area.

Below is a brief overview of how Service Unit Manager will assist you.

- Process any paperwork or forms.
- Train and assist in all product sales.
- Host fun and informational meetings for volunteers.
- Answer any questions you have about Girl Scouts.

Organizational Tips

Girl Scout Leader's must deal with many things: paperwork, supplies, parents, training, meetings, transportation, and most importantly – the girls. Here are a few Girl Scout Troop Organizational Tips to help make this job a little easier.

Girl Scout Troop Binder with Dividers

1. Troop Roster
 - Phone list and email addresses
2. Meeting Notes
 - Calendar
 - Results of girl/adult planning sessions
3. Individual Records
 - Girl Registration forms
 - Girl Insignia Record form (one per girl)
 - General Health form – allergy's (one per girl and adult)
 - Adult Registration forms
4. Information
 - Accident Report form
 - Trip Approval form
 - Program Guide
 - Program Registration forms
 - Safety Activity Checkpoints
5. Financial Records
 - Group Dues and Attendance Record form
 - Detailed Cash Record form
 - Financial Aid form
 - Annual Finance form
 - Envelope for receipts
6. Parent/Guardian Information
 - Parent Newsletters
 - Permission forms
 - Who signed up for what

Girl Scout Troop File Box

- ◆ One file folder for each girl
Keep an emergency information card with contact information for the parents and emergency contact person inside each folder.
- ◆ File folder for the leaders/volunteers
Girls and parents/guardians can put signed permission forms, notes, etc. in the leaders' folder. It is also a good idea to have a folder for small envelopes so parents can leave money and checks. (They seal the envelope and write their daughter's name on the front).

Survival Kit for Leaders

Despite all your hard work, some plans may go awry at the very last minute. Success as a Girl Scout volunteer requires any number of intangibles – for example, a sense of humor, patience, and loads of caring. But there are some tangible items that will make your experience more relaxed and enjoyable. Put the following in a tote, backpack, or a tote bag and take it to every Girl Scout meeting, outing or event. If the girls finish their activities early, they can start something new rather than just sitting around. Also, if an activity falls through at the last minute, you will be able to create a new one using the items in your kit.

- ◆ Basic first aid kit (see Safety Activity Checkpoints)
- ◆ Pencils, crayons, markers, colored pencils
- ◆ Large tablet, construction paper, ruled paper, index cards, post-it pads
- ◆ String, ribbon, cardboard, postcards, used greeting cards, and other collage materials
- ◆ Grade-appropriate books (Girl's Guide to Girl Scouting, Journey books with corresponding adult guide, magazines, flashcards)
- ◆ Balls and jump ropes
- ◆ Board games – jacks, cards, checkers
- ◆ Child-sized scissors, glue, glue sticks, Coloring pages


If you keep this kit handy during meetings, girls who complete activities early can start something new rather than just sitting around. Also if an activity falls through at the last minute, you will be able to create a new one using the materials in your kit.

Top Five Tips for Girl Scout Leaders

1. Use your Safety Activity Checkpoints and consult the guidelines for your upcoming meeting or outing.
2. Encourage the girls to partner with you. Girls should be growing in their decision-making and planning skills. The more invested they become in their activities, the happier they and you will be.
3. Ask for help and advice from other leaders, parents, and council staff and take advantage of the learning opportunities.
4. Keep in mind the Girl Scout Promise and Law and that the three Keys of Leadership are the foundation of all Girl Scout activities.
5. Have FUN! And do your best to ensure that the girls are having fun, too!

Troop Planning Calendar

PLAN AHEAD: The following is a monthly calendar that may be helpful as you work with the girls to plan activities. Be sure to check your council and Service Unit calendars for upcoming events and activities

<p style="text-align: center;">SEPTEMBER</p> <p>Register for Girl Scouts Parent/Guardian Meeting</p> 	<p style="text-align: center;">OCTOBER</p> <p>Juliette Low's Birthday (31st) Fall Product Sale Investiture</p> 	<p style="text-align: center;">NOVEMBER</p> <p>Service Project Thanksgiving</p> 	<p style="text-align: center;">DECEMBER</p> <p>Holiday celebration Catch a snowflake</p> 
<p style="text-align: center;">JANUARY</p> <p>Cookie Sale Winter outing</p> 	<p style="text-align: center;">FEBRUARY</p> <p>Thinking Day Activity with sister troop (22nd) Games from other countries</p> 	<p style="text-align: center;">MARCH</p> <p>Celebrate Girl Scouts' Birthday Girl Scout Week</p> 	<p style="text-align: center;">APRIL</p> <p>Prepare for bridging Spring holiday</p> 
<p style="text-align: center;">MAY</p> <p>Court of Awards Bridging Ceremony for Third Graders</p> 	<p style="text-align: center;">JUNE</p> <p>School's Out Camp</p> 	<p style="text-align: center;">JULY</p> <p>Summer program opportunities, trips, hikes, sports, cookies</p> 	<p style="text-align: center;">AUGUST</p> <p>Get ready for another Girl Scout year!</p> 

Girl Scout Troop _____

Dues and Attendance Record

[illegible]

Sample "Snack Box" Note



SNACK TIME!



Dear Parent or Guardian,

Your daughter is scheduled to supply the snack and drink for the troop meeting on _____ . Please include disposable cups and napkins with the snack. Let your daughter decide what she would like to serve for snack. There are _____ girls and _____ adults in the troop.



Because of identified food allergies, please do not send:



Helpful Hints:

If you have any questions, please feel free to contact me at:

(_____) _____

THANKS!

Ms. _____ and the girls.

Sample Parent Letter

Girl Scouts – Troop 1319

Parent Handout

1-24-2012

Meeting Details – What We Did Tonight

- ☐ Recited the Girl Scout Promise.
- ☐ Read a story and played a game.
- ☐ Introduced Kaper Chart - Girls will have jobs to do throughout our meetings.
- ☐ Discussed our Girl Scout Rules.
- ☐ Discussed “words that hurt” and “nice words”. Activity:
 - Girls drew a picture of themselves and crumpled the picture into a ball.
 - Smoothed out the picture and noticed all the wrinkles.
 - Leaders explained that when you say something mean to someone, it will always leave a mark.
- ☐ Discussed Chore Chart: Girls have received a chore chart to complete chores at home over the next two weeks. We have provided stickers. If the girls bring back their completed chore chart (with at least 14 stickers) on February 7th, they will receive a small prize.
- ☐ Scrapbooking
- ☐ Friendship Squeeze

Badges Earned

- ☐ ALL GIRLS PRESENT- Fair Play badge
- ☐ Brynn/Lexi/Emma – Snacks legacy badge

Supplies Needed (by 2/7)

- ☐ Empty 2 liter bottle
- ☐ Recycled item (anything from home that can be used for a craft - paper towel roll, water bottles, boxes, etc.)
- ☐ Valentines: If you choose please bring prepared Valentine’s for each girl (27).

Upcoming Events

- ☐ Swimming Party – January 28th 3-5 p.m. at Pheasant Lanes
 - Parent Helpers - Elaine, Courtney, Suzie and Noel
- ☐ Camp Peairs in Hudson – March (Date to be determined)
- ☐ Children’s Discovery Museum Sleep Over – April 28th

Reminders

- ☐ Cookie order forms are due to Amy D by February 4th.
- ☐ Please turn in completed Chore Chart on February 7th.

Girl Scout Brownie Troop Meeting Planning Form

TIME	ACTIVITY	MATERIALS NEEDED	PERSON RESPONSIBLE
5 – 10 min.	Pre-Meeting		
5 min.	Opening		
10 min.	Business		
20 min.	Exploration		
10 min.	Clean-up		

Girl Scout Meeting Sign-In/Sign-Out Sheet

Troop # _____ Date _____

[illegible]

