The Senior Patrol Leader and Assistant Senior Patrol Leader work together as a team. If the Senior isn't available at a meeting or event, then the Assistant steps in and takes charge.

Regular Meetings

Either the SPL or the ASPL will run the troop meetings. This means making sure the Program Patrol is ready and prepared for the meeting. It is your responsibility to make sure we start on time and go through the necessary meeting steps such as the Pledge of Allegiance and the Scout Pledge, Oath and Law. You will also manage the beginning of the meeting by allowing members to make announcements. Then you will turn it over to the Program Patrol.

The Program Patrol actually runs the bulk of the meeting. However, you should remain in the room if possible to help maintain order among the scouts and to set a good example. If you are lounging around checking text messages, the younger scouts (and the older ones, too) will follow your lead and not pay attention. You should also participate in the game. Your challenge here will be to participate and help the program patrol without taking over. Remember, the program patrol will learn by having to face challenges without someone stepping in and doing it for them.

You must pay attention to the time during program and the game to make sure we don't get off schedule. You may have to remind the Program Patrol that it's time for the game, Patrol Corners or time to go inside. After game, you are responsible for making sure everyone circles up. Ask for announcements and then turn the meeting over to the Scoutmaster for the Scoutmaster's Minute. Once the Scoutmaster is done, ask the Chaplain's Aid to close the meeting. If the Chaplain's Aid is absent, you will need to take his place. See the Chaplain's Aid How To)

Before and After the Meeting

It's the Service Patrol's job to set the meeting room up before the meeting and take it down after the meeting. It's your job to make sure that happens. If the Service Patrol is tardy or absent, then you will want to get volunteers to help you. The room must be set up with the following:

United States Flag	Boy Scouts Flag
Troop Flag	Patrol Flags
Dry Erase Board	Picture Board
Merit Badge Library	Table for Sign Up Sheets

After the meeting, you must make sure that all of these items are removed back to the Shed for safekeeping. The Service Patrol should check with you to make sure they have finished their tasks before they leave. You must check in with the Scoutmaster as well.

PLC Meeting

You are responsible for running the PLC meeting as well. In fact, this meeting is run entirely by you. You must go through the agenda items one by one. You will want to highlight certain announcements or upcoming events and designate them as Call Items. A Call Item is something you want each Patrol leader to share with his other Patrol members. You will want to make certain the meeting stays on track. This is also a time remind our Patrol Leaders of our troop goals and their responsibility to help us meet those. For example, you might need to remind the Patrol Leaders to take attendance at meetings. Or remind the next quarter's Program Patrol that they should be planning the meeting now. Remember to be respectful and try not to call out any one individual scout publicly.

After the meeting, ask the PLC members to help put away any tables and chairs used during the meeting. Then ask the group to circle up. Turn over the meeting to the Scoutmaster for the Scoutmaster's minute. After that, ask the Chaplain's Aid to dismiss. If the Chaplain's Aid is not present, you will need to dismiss the group yourself. (See Chaplain's Aid How to)