



LEADING IN THE SAVIOR'S WAY

Leadership Principle: Counsel Together

PREPARING AND USING AN AGENDA IN CLASS PRESIDENCY MEETINGS

INTRODUCE THE PRINCIPLE

The Savior has directed leaders in our day to “organize yourselves; [and] prepare every needful thing” ([D&C 88:119](#)). An agenda is a written plan for a meeting. It is an organizational tool that helps participants focus on the meeting’s purposes and use time effectively. It should be prioritized to ensure that the most important matters are discussed first. (See *Handbook 2: Administering the Church*, 18.1.)

LEARN TOGETHER

What do you think are some of the most “needful things” that could be included in a written agenda and why?

An agenda for class presidency meetings might include the following:

- Have someone offer an opening prayer.
- Study a verse from the scriptures.
- Receive leadership training.
- Discuss counsel from priesthood leaders and how best to implement it.
- Counsel together about how to strengthen and bless individual class members.
- Report on assignments.
- Plan for upcoming events that meet needs.
- Give new assignments.
- Have someone offer a closing prayer.

LIVE WHAT WE ARE LEARNING

Commit to prepare and use a written agenda in your next class presidency meeting. What benefits did you observe? Share your insights at the conclusion of the meeting.

LEARN MORE

SAMPLE PRESIDENCY MEETING AGENDA: See the sample agenda for a presidency meeting on the next page.

SAMPLE PRESIDENCY MEETING AGENDA

Opening Prayer: _____

PREPARE SPIRITUALLY

Scripture Study: _____

Leadership Training Lesson

Topic: _____

Teacher: _____

COUNSEL

Direction Received from Priesthood Leaders and/or Young Women Leaders:

MINISTER

Strengthen and Bless Individual Class Members:

TEACH

Plan Upcoming Events to Fulfill a Gospel Purpose:

ADMINISTER

Report on Assignments:

New Assignments:

Next Meeting: _____

Closing Prayer: _____