***SAMPLE* Parent Meeting Agenda**

***<Team Name>***

*<Date>*

**Welcome and introductions**

* **Head Coach**-
* **Assistant Coach**-
* **Assistant Coach**-
* **Team Manager**-

Volunteers required for a great season:

* + **Parent volunteers-** to assist at practices and warm up
	+ **Umpires-**team to assign? Umpire clinic is encouraged
	+ **Field Coordinators-**prep field 20 minutes before practices and games (rake, measure, bases, chalk, set up batting machine)
	+ **Equipment Manager**
	+ **Treasurer-**collect cash call and reimburse expenses
	+ **Scorekeepers-**set schedule or as we go?
	+ **Team Photographer-**
	+ **Tournament Coordinator-**organize activity between games etc.
	+ **Social Coordinator**

**Coaching Philosophy**

*SAMPLE*

-Focus on total player development: teaching fundamentals, developing skills, start thinking about strategy, teamwork and how to be a good teammate and **Fun**!

-Players will be treated fairly and respectfully

-Success = player improvement and desire to come back next year

-Learning vs. winning philosophy

-Fair play This is a sample based on age and tier

* Line-up will be rotated and we will try give every player an opportunity to play every position (or positions which they like best)
* Every player will sit on the bench fair amount of time. Players may start getting locked into certain positions at the end of the season.
* Pitching-at the end of the season, pitchers need to throw 3 out of 5 pitches strikes to go into the game. Best way to improve practice daily.
* Pitching resources: pitching coach available.
* If your daughter wants to pitch, parents will need to commit to helping them-daily practice

-Please feel free to speak with coaches anytime about any issues; we want to be as approachable as possible.

-Coaches’ commitment to parents: Honesty and respect. Open door policy (except during games 😉) Trying to be as organized as possible with practice plans and positive encouragement.

**Player expectations**

-Be prepared and dress appropriately (Hair tied back, no jewelry)

-If possible, arrive 45 minutes before the game to warm-up. This is an important pre-game activity for the whole team.

-No electronics/personal distractions/sitting with team and cheering on teammates and sitting on the bench together

-Respect coaches, teammates, umpires, other team and parents

**Parent expectations**

-Respectful communication with your athlete, team and other parents

-Respect In Sport for Parents must be completed (on CMSA website)

-Assist at practices and games as required

-Injury and Concussion Protocol and Injury Forms (CMSA website and Softball Alberta website)

-Have fun!

**Practices & Games**

***SAMPLE***

-Games are on Tuesdays and Thursdays and schedule will be on Calgary Minor website and updated on Team Snap

-Home field Glenbrook

-Practices Sundays *<Time>*

-Great to have parents helping out at practices and warm up for different stations for one-on-one skill development and to help ensure we are having fun. Practice plans will include notes about what skills we are trying to teach

-Please let coaches know 24 hours before the game via team snap about attendance for line up prep. If after 24 hours, please e-mail one of the coaches (all contact information is on Team Snap)

**Tournaments**

**Team Building Activity**

**Team Snap & Cash Call**

-Please update child and parent information on Team Snap

-Update availability for games and practices-lineups take time to put together

-Coaches’ cell numbers on Team Snap

**Uniforms & Equipment**

-socks (TBD)

-black undershirts

-Jills and face mask required for all infielders

-helmet with chin strap

-Bat size barrel is shoulder size, and players should be able to hold out arm for 15 seconds. We have team bats too and there is also a guide on CMSA website

-Each player to have their own batting helmet (with chin strap)

-Players responsibility to bring their uniforms and equipment to game

-Ball is bigger this year (12”), some players may need larger gloves

**Questions/Comments**