

First Parent meeting is one of the most important things you may do, and how it goes often determines how the rest of the season goes. Coaching staff should get together and discuss their philosophies and expectations before first Parent Meeting. All parents should be at initial meeting if possible. At least one parent MUST be at meeting.

Parent Meeting

Scheduled Date: _____

A. Introduction

- Yourself (manager), coach, assistant coaches, trainer, etc.
- Give a brief explanation of the importance and purpose of the meeting.

B. Coaching Overview

Have the Coach provide information on the goals and objectives for the season and his credentials and philosophy.

Coach should be very specific on how he/she wants things run. Provide letter to parents- check list

C. Details of Program / Expectations for Players

- With the Coach present discuss specific information on the operation of your hockey program.
 - Discuss expectations of the player (and parents)
 - Time commitment
 - Practices
 - League games
 - Exhibition games
 - Tournaments
 - Playoffs
 - Provincials
 - Dry land Training
 - Respect for themselves, all players (own team and opposition), referees, officials, parents, etc.
 - Expected conduct – games, practices, locker room, events
 - Discipline
 - Let parents participate in deciding rules of parent conduct at games, team functions, etc.

D. Budget

- Outline of expected costs
- Initiate fundraising discussions –fundraiser, raffle, sponsors, etc.
- Extra activities – social events, photos, extra tournaments, how much extra ice time must be booked?

E. Team Apparel

- Discuss dress code
- Water bottle policy

F. Expectations of the Parents / Volunteers

- Team parent positions/responsibilities discussion and sign up. **Parents' Contact & Responsibility List**
 - Treasurer
 - Equipment manager
 - Off Ice Officials Coordinator
 - 50/50 coordinator
 - Phone/Communication
 - Tournament Coordinator/Committee
 - Raffle/Fundraising Coordinator
 - Social/Events Coordinator/Committee
 - Music Coordinator
 - Tournament Finder
 - Team Micro Web site
 - Hotel organizer
 - Other

G. Questions

- Allow additional questions, parent concerns, etc.
- Distribute materials and any forms that need parent's attention.
 - **Parent Fair Play Codes**
 - **Medical Form**
 - **Parents' Contact & Responsibility should be filled in by Parents**