

Parent Meeting Agenda - Template

1. Introductions

- Coaching Staff – Introduce your coaches or allow them to introduce themselves.
- Team Manager: This person could be a parent that can assist with logistical tasks.
- Coaching Background: Share your playing and coaching experience.
- Players: Have parents introduce themselves and who their athlete is.

2. Philosophy/Goals

- Coaching style - Share your philosophy on coaching and how you help athletes grow and improve. Are you transformational or transactional or somewhere in between?
- Goals: What do you intend to accomplish this season?
- Define what success looks like for the season/For an athletes'/team development.

3. Player Expectations

- What are the key things you expect from athletes? (intangibles like effort, being on time, positive mentality, etc.). What are the pillars of your team/program that athletes should uphold?
- What do you expect the players to commit to (attend every practice and game, allowed to miss?)

4. Parent Expectations

- Sportspersonship (they represent themselves, the team and the athlete)
- What is your standard around complaints/issues/concerns about playing time or in-game/practice incidents? Do you require 24-hour rule: Any issues/comments/concerns, take a day to cool off before communicating with the coach. Not everybody is going to agree with every decision coaches make. If the situation is dealt with in a respectful manner, an optimal solution can usually be agreed upon.
- When and what do you need parent help with? (fundraising, travel, support in practice, etc.)

5. Coaches Expectations

- What can parents and players expect from you? (Sportspersonship, being timely and organized)
- Age appropriate skill development. Assess each player's skill level and coach accordingly
- Ask if there are any additional expectations from parents.

7. Off-season Training

- Do you have off-season training (may not apply to many teams).

8. Practices

- When, where, how long, how often, when should they arrive for practice?
- What is needed? (Water bottle, practice jersey, shoes, etc.)
- Could offer an example of your practice plan.

9. Schedule

- Share the season schedule and expectations to attend

10. Communication

- How will you communicate with parents/athletes? (communication app, email, text, etc.)
- Rule of two when you communicate, so parent should be included when coach communicates with an athlete

16. Questions