



# LMBA NON-PARENT COACH POLICY

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### 1. RATIONALE

Non-parent coaches are driven by the desire to create an environment where player development is free from potential or perceived bias.

### 2. NON-PARENT COACH SELECTION

The Director of Coach Development, in collaboration with divisional VP of Operations and the President, carefully selects coaches based on qualifications outlined in the Coaching Application form.

A non-parent coach or staff member is one who is not related to a player on the team (mother, father, sibling, grandparent or legal guardian).

### 3. REIMBURSEMENT

It is recognized that non-parent coaching staff will incur expenses in travel, food, and accommodations with the team over the course of the season.

Non-parent coaches are entitled to claim reasonable expenses that they incur over the course of the season. The expenses of the non-parent coaching staff are to be included in the team budget. These expenses are to be paid monthly from the team budget and are to coincide with the expenses being submitted by the non-parent coaching staff via an expense report and receipts to the team manager.

If the coaching staff consists of any non-parent coaches, these guidelines should be discussed at a team meeting prior to the start of the baseball season and the team should agree to the terms for reimbursement. The terms that are agreed upon should then be conveyed to the LMBA Treasurer.

- Salary
  - A maximum of \$800/team will be allocated and paid for by the team for all non-parent coaches combined.
  - Salaries will commence May 1 of the current year.
  - Teams will be required to come to an agreement with the coaching staff on salaries to be paid.
  - Non-parent coaches to determine how they will split the payment.



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- All salaries are to be paid by the end of each month.
  
- Lodging
  - Hotel accommodations are to be paid for by the team for away weekends/tournaments.
  - Non-parent coaches are expected to book at the same hotel and rate as the team.
  - Non-parent coaches are expected to share rooms, but each must have their own bed. In the event that there are an odd number of coaches, the head coach will have their own room.
  
- Meal Allowances
  - Non-parent coaches may claim the the following for each day they are out of town:
    - Breakfast - \$10/day (must be away from home the morning this is claimed). Breakfast may not be claimed if a continental breakfast is offered at the hotel.
    - Lunch - \$25/day
    - Supper - \$35/day
    - This excludes all alcoholic beverages.
  
- Mileage
  - Mileage shall be paid for one team coach vehicle to travel to out-of-town games and tournaments.
  - If a second or third vehicle is required for non-parent coach travel, based on geographical circumstances, it would be considered over and above the budgeted requirements and would need to be approved by the team. The rate paid shall be \$0.50/km as per the Baseball Alberta Umpire travel expenses.
  - Teams will be required to pay gas money for each out of town trip. Carpooling is expected to reduce costs to the team.
  
- Clothing / Apparel
  - All team clothing is to be paid for by team funds for non-parent coaching staff if required or requested.
  
- Other
  - All other items, such as dryland, extra diamond time, extra training etc. must be submitted by the coaching staff and agreed on by the team (if it is not included in the original budget).



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○ In the event a team decides to participate in an out of province/country tournament requiring airfare, the teams will not be required to pay for non-parent coaches airfare, but will be required to pay for lodging, meals and vehicle rentals.