

Conducting the First Parent Meeting

Adapted for Mooretown Minor Hockey Association

(host meeting shortly after team is formed) Scheduled Date: _____



A. Introduction (5-10 minutes)

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



B. Coaching Overview (10 minutes)

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



C. Details of Program / Expectations for Players (10-20 minutes)

- With the Coach present specific information on the operation of your hockey program.
- Overview of how coach and player evaluations will be implemented.
- Discuss expectations of the player (and parents) **Appendix: Code of Conduct**
 - Time commitment
 - Respect for themselves, all players (own team and opposition), referees, officials, parents, etc.
 - Expected conduct – games, practices, locker room, events
 - Discipline
- Have parents participate in deciding additional rules of parent conduct at games, team functions, etc.



D. Budget (15 minutes)

- Outline of expected costs **Appendix: Budget**
- Initiate fundraising discussions (please review the fundraising policy [https://mooretownminorhockey.com/Public/Documents/2023_MTMHA_Fundraising_and_Sponsor_Policy_\(1\).pdf](https://mooretownminorhockey.com/Public/Documents/2023_MTMHA_Fundraising_and_Sponsor_Policy_(1).pdf))
- Extra activities – social events, photos, extra tournaments, how much extra ice time must be booked?



E. Team Apparel (5 minutes)

- Discuss dress code
- Water bottle policy



F. Expectations of the Parents / Volunteers (20 minutes)

- Volunteer roles are essential and each family should participate in a role, ie. time clock, game sheet



G. Questions (5 minutes)

- Allow additional questions, parent concerns, etc.
- Distribute materials and any forms that need parent's attention