



West Sugar Land Little League

Team Parent Packet
Fall Season

Thank you for volunteering as a Team Parent!

COMMUNICATION!!

Communication is key in the Team Parent Leadership Role.
People need frequent reminders about practices, games, snacks and more.

1. Start By Gathering The Following Information From Each Player (If You Don't Already Have It):

Print the Contact Information Sheet attached and fill in the information.

Name
Jersey Number
Parent Names
Email Addresses
Phone Numbers

2. Set Up An Email Distribution List.

Take the time to enter everyone's email address onto a group contact in your email client. This will ensure that with the click of one button, you can email the entire team every time you need to send a note out.

3. Send Out A "Welcome Email"

Introduce yourself to the team families and highlight the important information they need to know about the upcoming season. Including: uniforms, pictures, scorekeeping, volunteer duties (setup, breakdown, concessions), etc.

4. FIND A TEAM SPONSOR!

Fill out sponsor form and collect check for payment.

5. Pick-Up Uniforms And Deliver To Players.

If your team decides to personalize uniforms or equipment, We recommend that when possible, you collect monies BEFORE distributing the final products. You do not want to "chase" parents for payment all season.

6. Hand Out Picture Order Forms

7. Send Out Snack Schedule.

I have found it is best to assign each family a game to bring snacks. If a family has a conflict with the date assigned, ask them to trade with another family and inform you of the change. This system is faster than asking families to sign up.

8. Assign Volunteer duties for each game!

If you are the HOME team-Duties include field set up and scorebook/GameChanger
If you are the VISITOR team-Duties are concession stand, scoreboard and field clean up

9. Before Each Practice Or Game Send Out A "Reminder Email"

Let's face it, family/work schedules can be hectic so it is helpful to receive reminders. The coach or the team parent usually will send the practice/game schedule each week and/or on the day of the event. This can be a time consuming process, so to keep everything neat and orderly, I have included a printable calendar that you can fill in with all practice times and locations. Refer to this calendar before sending out your email. Also, another good option instead of email is to send group texts (this is especially helpful when providing weather-related updates or last minute location changes).

10. Order Trophies, (not required)

11. Organize The End Of Season Team Party (not required)

This is a great time to recruit some other moms and dads to help you. The kids really love just hanging out together, so nothing super fancy is necessary, but a few ideas (depending on the time of year) are:

Pitch-in at a local park, Swim Party, Cook-out at a team member's home, Go out for ice cream right after the last game is over., Meet at a local pizza joint for dinner, Parents vs. Players Game & Dessert Pitch-In
Use the Sports Team-Mom Duty Checklist attached to make sure you have accomplished all necessary steps.

Sample Team Parent Email

Subject: Important Uniform and Team Info

Hi Giants Parents!

My name is Jennifer and I will be the team mom for this season. I think I know most of you but I am looking forward to meeting and getting to know the ones that I don't.

Uniforms

This season the players will receive a hat, jersey, socks and a belt. Pants will not be provided this year and this is a change from seasons past. We will wear white pants which you will need to provide yourself.

Hat Embroidery

Hat embroidery is not covered by the league so the cost for each player is \$6.50. I will pay the full amount for the team and can collect \$6.50 from each player at the next couple of practices. Typically first names go on the back of the caps but if you want something else like last name or a nickname, please let me know by Saturday. If I don't hear from you, I will assume first names are okay and will submit the order.

Fan Gear

Please find attached an order form for fan gear in case you want to purchase anything. The players receive a cap and jersey already so this is only for additional tshirts/caps for parents, siblings, etc. The order form for Worthy Promotions is attached, so if you want to order anything just complete the form and then email, fax or call your orders directly in to Worthy Promotions. The deadline is March 1st in order to have your gear in time for opening day. Worthy also sells other items like team pennants, decals and yard signs so order forms are attached for those as well.

Opening Day

Mark your calendars for opening day on Saturday March 21st. I think most of you have been to Opening Day before, but in case you have not the day will start out with a parade of all the teams from Pecan Park to the Club field. There will be food for sale and activities throughout the day for kids (rockwall, obstacle course, skills competitions, etc) and ball games scheduled as well. We have our first game on Opening Day at 3:00pm. Team and individual pictures will also take place during this day and once I have a time I will let you know.

We will need a team banner for the boys to carry in the parade and hang at our games during the season, so if we have any crafty moms (or dads) out there that would like to make a banner, let me know. Otherwise we can have a very nice banner professionally made for about \$5-6 per player.

More exciting info to come soon! Please let me know if you have any questions.

Thanks
Jennifer, team mom, 713-555-5555

Sample Manager/Coach Email

Hello Parents!

Welcome to the San Francisco Giants 11/12 year old Majors Little League Team! Most of you on the roster already know me, but for those of you that don't, I will be the team manager for the 2018 Spring season. I have a love for the game and really enjoy coaching the boys. As in seasons past, my goals for the kids are very simple . . . learn proper fundamentals, be supportive of teammates, and to have fun. And my expectations from the parents are also simple to be positive, patient and supportive of the kids and coaches. I also expect the parents to make sure the kids get to all practices and games on time.

San Francisco Giants

Your Starting Lineup.....

Cade Climie
Eros Deciga
Harrison Golden
Dallas James
Sam Kinnick
Glen Martin
Matthew McGoldrick
Talha Rehman
Humza Rehman
David Rivera
Marc Alan Sherman

Practice Times and Locations

Our practices will be held on Mondays from 6:30-8:00pm and Saturdays from 12:00-1:30pm both at the Club field. If you aren't familiar with the field, go to <http://wsll.com/about/maps-and-directions/>. I want to stress the importance of coming to practices and of working with your son at home whenever possible. You'll see great improvement in your son's abilities just by playing catch as often as you can. The coaches have very little time with the boys at practice so we ask that you work with them at home whenever you can. I expect to have about 6-8 practices before the season starts. Once the season starts, we will have limited practices since we will most likely have 2 games per week. Our first practice will be this Saturday, February 14. Please plan to arrive 10-15 minutes before practice starts for warm-ups so that we can be ready to run drills as a team at 12:00.

How You Can Help

Games are an involved activity for everyone so parent volunteers will be crucial this season. The Home and Visitor teams have required duties for each game so we'll need all families to step up and volunteer. We will send out volunteer assignments once we have a game schedule. I hope everyone can pitch in and help out to make this a successful season.

My wife, Jennifer, will be the team mom and she will send out info about uniforms, volunteer assignments, etc. in the near future.

I look forward to meeting everyone and having a great season. Please let me know if you ever have any comments or questions. The best way to contact me is via email.

Please reply to this email so I can be sure I have correct emails for all. If there are others that should be added to the distribution list, just let me know.

I'll see everyone on Saturday

Go Giants!!!
Coach Michael

Team Parent Contact List

Player	Parents Names	Phone	Email

Friday Night Under the Lights

Friday Night Under the Lights Games-are super fun nights when the kids get to play at the Club field with an announcer calling the game and mentioning special facts about each player. It is a great game to bring family and friends to watch. Before the game, the players will be announced and will line up on the field. The National Anthem is played too. Parents will complete the attached questionnaire and give to the team parent. We will also try to play music during the games.

The league will grill hot dog/hamburger plates for a suggested \$5 donation. The plate includes a bag of chips and a dessert. Drinks can be purchased at the concession stand. Each team is asked to bring individually bagged chips or desserts and to provide volunteers to work the food table during the game. There are two games that night, one at 6:00pm and 8:00pm. Whomever plays at 8:00, will provide volunteers for the food table at 6:00 and vice versa so no parents have to miss when their child's team is playing.

Therefore the league asks for 100% volunteer efforts from our parents, in order to pull off this great night for the kids.

1. 2 volunteers needed to work the food table from each team. The volunteers will help serve the food. The league board members usually cook the food.
2. Each team will need to provide an announcer, make sure you get someone that will make it fun!
3. **The Home Team** brings individually bagged chips.
4. **The Visitors Team** brings desserts (cookies, cupcakes, etc) Do not need to be individually wrapped.

Remember that you need to fill your usual game duties-setup, concession stand, scorebook, and breakdown of field, etc...

If all the volunteer slots are not filled, we suggest you randomly assign them to the remaining families that you do not hear from. If everyone chips in, the night will be a great success!

Friday Night Under the Lights Player Information Sheet



Player Name-

Jersey #-

Age-

Team Nickname-

School/Grade-

Favorite Position-

Favorite Baseball Team-

Favorite Food-

Favorite TV Show-

If I could have any wish come true, it would be-

If I could be a superhero, I would be=

I would like to go to college at-

When I grow up, I want to be a(n)-

Interesting fact about me-

Best thing about my mom is-

Best thing about my dad is-



P.O. Box 1143 Sugar Land, TX 77487 www.wslll.com Little League International Charter ID # 343-18-14

FALL 2018 TEAM SPONSORSHIP REGISTRATION FORM

\$300 Per Team for FALL Season

This form is to be used for team sponsorships for the Fall 2018 season. Sponsorship name will be printed on the back of all team member jerseys for the team that you sponsor. Sponsorship is for the Fall 2018 season only.

Business Name: _____

Business Contact Name: _____

Email Address: _____

Business Address:

Business Phone number: _____

Team Name being sponsored: _____

Indicate below exactly how name is printed on the back of Team Jersey (please print clearly):

Please make check payable to "**West Sugar Land Little League**". We are classified as a non-profit organization in accordance with section 501 (3) c of federal internal revenue code. Tax identification can be provided upon request.

Thank you for your support of WSLLL. Please contact Brian Verdehem (WSLLL Fundraising and Sponsorship Coordinator) at brian.verdehem@dnow.com or Call 832-914-2912, if you have any questions or special sponsorship package requests.