

Team Liaison Checklist

- Team Roster
 - Collect player names and associated parent names and contact info
 - Send the roster to Liaison Coordinator (Dede@Matrangola.com)
- Concessions Volunteer Schedule
 - Boosters will provide the list of team home games that need concessions volunteers
 - Create a schedule of parents who will work each time slot and send this to the Concessions Chair (Mona_Weinberg@hcpss.org) or Spirit Wear Chair (TracyBoulle@verison.net).
- Booster Communication
 - Monthly Meetings - First Monday of the month 7:00pm Senior Cafeteria
 - NEWSLETTER - Sunday of each week send any team news or updates to be posted in the weekly newsletter. Pictures also welcome for "Team Spotlight". Email to Newsletter coordinator (Dede@Matrangola.com)
 - Website Liaison page <http://atholtonboosters.org/team-liaisons-information/>
- Team Parent Communication Resources
 - Team Snap: <https://www.teamsnap.com/>
 - Shutterfly: <https://www.shutterfly.com> and click "Share Sites"
- Team Basket for Auction at Spring Bull Roast
 - Ask for a suggested contribution (\$5/ \$10?) and collect the money:
 - Put together a themed basket of purchased items at the end of the season that you will deliver to the Bull Roast committee. You will be contacted in the Spring for the collection. Bull Roast is 3/31/17.
- Encourage Booster Membership = Car Magnet
 - 1 x per year is the biggest means to raise funds for team equipment, replacement uniforms and competition fees that the school can't budget for.
 - Can use SQUARE + printed membership form so parents can sign up at initial meeting or games, etc.
- Team Parties/ Events (*Optional and varies by team tradition but at your discretion)
 - Examples: Team dinners before games, Team Bonding parties (some involve families or just players), "Big Sister/ Little Sister"/ pairing Varsity with JV players as mentors, Spirit Boxes, Charity activities, etc.
- Coach Gift
 - Collect \$ to present at the end of year banquet
- End of Year Banquet
 - Organize where, what to serve and any contributions needed from parents (eg. Some hold a Pot Luck dinner at school just before the Awards and some do a restaurant or party off site or at school on a different day or get \$ to cater food.)
- Player Recognitions: Seniors

- ❑ Last home game of the year is typically Senior Night where Senior players and their parents are celebrated in some way. (Call them up escorted by parents, corsages, pictures, etc. Up to your creativity or team may have tradition in place.)