

MABA Coach's Checklist

Single A -Drafted League

- Complete online background check for Head Coach
- Verify a Coach or Assistant can attend Coach's Meeting/Player Draft
- Verify background check for each Assistant Coach or dugout volunteer
- Contact entire roster within 24hrs of coach's meeting
- Notify MABA commissioner of any players who have not responded within 72 hours of initial contact.
- **By Feb 19th** - Email president.maba@gmail.com with team list of coaches/volunteers (background checks will be verified). Please include head coach's name, team name, and name of each volunteer.
- Collect birth certificates (*copies)
- Order uniforms
- Update Roster information on USSSA.com (team number provided by MABA)
- Establish regular communication method to use with team.
- Provide team with a list of potential season event dates.
- Communicate with division commissioner

AA League -non draft

- Complete Deposit (email treasurer.maba.2014@gmail.com or president.maba@gmail.com to arrange pickup or square invoice)
 - \$300 deposit Until Feb 1 (Can lock in rate of \$1150). Balance due (\$850) Feb 19th.
 - Feb 2- Feb 15 deposit of \$550. Balance due (\$700) Feb 19th.
 - Anytime after after Feb 19th full cost of \$1250 due at time of registration.
- Complete Practice Request document (times used until draft with Single A coaches)
- **Before first Practice-** Complete online background check for Head Coach
- **Before first Practice-** Verify background check for each Assistant Coach or dugout volunteer
- **Before first Practice-** Email preliminary roster to "president.maba@gmail.com"
(Use MABA template)
- Verify a Coach or Assistant can attend Coaches Meeting/Player Draft
- Provide MABA commissioner with final roster by second league game