

PARENTS' MEETING



September 28, 2018

AGENDA

- USA Swimming Flex Membership
 - What is it?
- Team Volunteer Policy
 - What is it?
 - Why do we have it?
 - What has changed?
 - How do I volunteer?
 - What types of volunteer positions are available?
 - What if I don't volunteer?
- Swim Meets
 - What types of meets are there?
 - How do I sign up for meets?
 - What should I do for swim meets?
 - What and when do I pay for meets?
 - What has changed with meets not hosted by DST?
 - What is the team travel policy?
- Questions?

USA SWIMMING FLEX MEMBERSHIP

What is a USA Swimming Flex membership?

A USA Swimming Flex membership is a new, low-cost membership offered by USA Swimming. In the past, USA Swimming only offered a full-fledged membership, which is \$75 for the 2019 season. The Flex membership allows swimmers who do not plan on attending any meets, or maybe just want to try out one or two meets, to be covered under USA Swimming's insurance,

TEAM VOLUNTEER POLICY

What is Delaware Swim Team's volunteer policy?

The Delaware Swim Team volunteer policy is a method to distribute volunteerism relatively evenly across all families with swimmers in competitive groups (National Program and Traditional Program).

Volunteerism

To ensure that The Delaware Swim Team (DST) swimmers have the opportunity to participate in team activities, swim meets, and USA Swimming sanctioned competitions, as well as supplement operating expenses, DST must host several swim meets throughout the year. All team affiliated events are staffed totally by parent volunteers and cannot run without family participation. DST is very fortunate to have an incredible group of very committed members who have volunteered generously, however it did become necessary to implement a Volunteer Point System policy to ensure that **ALL** families participate.

A family's willingness to volunteer will have a great impact on their child's athletic experience and love for the sport of swimming. Regardless of whether or not a swimmer actually participates in a meet, it is the positive experience of being involved in the whole TEAM event that will give each athlete the support and fellowship offered by being a valuable member of DST.

(Team Handbook, page 20)

Delaware Swim Team has a certain number of volunteer points that each group must earn, based on the expected number of DST-hosted meets that a swimmer in a certain group would attend.

Below are the required number of volunteer points each family is required to earn during the season. Our team's billing system tracks them as "hours", although they are not necessarily hourly based.

Developmental: 17 Points
Age Group: 24 Points
Seniors: 17 Points
Junior Nationals: 17 Points
Senior Nationals: 10 Points

(Team Handbook, page 21)

Why do we have a volunteer policy?

In the past, Delaware Swim Team struggled to get volunteers to help run our swim meets, despite being a big team. The volunteer policy ensures that each family is helping out pretty much every time their swimmer is competing in a meet hosted by Delaware Swim Team.

What has changed with the volunteer policy from last year?

Most groups have had 2 points added to their service point commitment (see above). Two points were added to most groups' service point commitment because of the number of volunteer positions that went unfilled at the Double Last Chance meet and Silver Championships.

Also different from last year, Delaware Swim Team is allowing parents to earn volunteer service points at non-DST-hosted meets, at a lower rate. Certain criteria **MUST** be met to earn points at non-DST-hosted meets.

VOLUNTEERING AT AWAY MEETS

With an increasing number of host teams requiring volunteers from visiting teams, and with most championship meets requiring volunteers from each participating team, Delaware Swim Team is awarding volunteer service points to volunteers who fill volunteer positions assigned to Delaware Swim Team.

Volunteer positions assigned to Delaware Swim Team by meet hosts are worth 2 volunteer service points. Assigned volunteer positions are worth 2 points, as opposed to 0 points in the past, to better encourage DST members to fill these assigned positions. These positions are worth only 2 service points because families should be volunteering at DST-hosted meets first and foremost.

In order to receive 2 volunteer service points, a DST member must do the following:

1. Sign up to volunteer for a particular volunteer position at least 24 hours before the start of the meet. If a sign-up link is provided, this is the only way to sign up for the volunteer position.
2. Let the administrative staff know, at least 24 hours before the meet starts, that you will be fulfilling a required volunteer position at the swim meet.
3. Make sure that the coaching staff at the swim meet can confirm that you were present at the meet and filled the volunteer position that the team was assigned.

When these criteria are met and the coaching staff at the meet lets the administrative staff know that you were present for the volunteer position, 2 volunteer service points will be awarded.

Volunteer service points will not be awarded at away meets in these instances:

- * Delaware Swim Team is not required to provide volunteers.
- * A DST member fills a volunteer position when Delaware Swim Team is specifically not required to provide a volunteer. If a host team asks the crowd at large for volunteers, and a DST member takes one of the volunteer positions, this is an unassigned volunteer position and is being filled by the DST member on their own accord.
- * A DST member does not follow the preceding protocol for letting the administrative and coaching staff of your intention to fill an assigned position.
- * A DST member signs up to fill an assigned volunteer position and does not actually work the volunteer position.
- * A DST member does not work the volunteer position in its entirety, and has to be replaced by another volunteer.

(Team Handbook, page 40)

How do I volunteer?

You can volunteer by going to the "Job Signup" button for whatever meet you want to volunteer at.

The screenshot shows the DST website interface. At the top is a green navigation bar with links: Home, Club Info, Practices, Meets & Events, News, Documents, Photos and Videos, Recruiting. Below this is a blue 'Sign Out' button. A sidebar on the left contains links for 'Help & Training', 'TU Updates 78', 'Upgrade Your Site', 'System', 'My Account', 'Team Admin', 'Team Profile', 'Privacy Settings', and 'Registration Admin'. The main content area is titled 'Event' and shows details for the '2018 Banana Boat A/BB/C' event, including dates (Oct 20, 2018 - Oct 28, 2018), registration deadline (September 28, 2018), and job signup deadline (October 17, 2018). A 'Job Signup' button is circled in red. Other buttons include 'Edit Event', 'Email this Event', 'Upload Pictures', and 'Edit Commitment'. A 'Description' section states that all 9 & over DST swimmers are expected to attend and entries are processed via Team Unify. A link for 'Certified Officials Sign Up' is also present.

(DST website)

The volunteer positions typically open at 9:00 PM ten days before the first day of the meet. Within the button, you will be able to select from a wide variety of positions.

What types of volunteer positions are available at meets?

There are positions of various skill levels available for most/all meets. Some, like lane timer or Colorado System operator, are needed for the races themselves. Others, like admissions, announcer, or running the hospitality room, are necessary to make things around the meet run smoothly.

Types of positions and the number of those positions can vary by meet, depending on the need for the meet. When volunteer positions open for a meet, a large sign-up page will be available, showing all of the volunteer positions, with descriptions for each position, and the start and approximate end time for each slot for that position.

awards and sorts by team.	2 <input type="checkbox"/> -----
Colorado System Operator Work the Colorado Timing system at the scorer's table	02/10/2018 09:15:00 AM - 02/10/2018 01:00:00 PM(5.00 Pts.) 1 [REDACTED] 02/10/2018 04:00:00 PM - 02/10/2018 07:00:00 PM(7.00 Pts.) 1 [REDACTED] 02/11/2018 08:00:00 AM - 02/11/2018 12:15:00 PM(5.00 Pts.) 1 [REDACTED] 02/11/2018 03:00:00 PM - 02/11/2018 06:00:00 PM(7.00 Pts.) 1 [REDACTED]
Head Timer Provides running stopwatches in each heat for any lane timer that may have messed up	02/10/2018 09:15:00 AM - 02/10/2018 01:00:00 PM(5.00 Pts.) 1 [REDACTED] 2 [REDACTED] 02/10/2018 04:00:00 PM - 02/10/2018 07:00:00 PM(7.00 Pts.) 1 <input type="checkbox"/> ----- 02/11/2018 08:00:00 AM - 02/11/2018 12:15:00 PM(5.00 Pts.) 1 [REDACTED] 2 [REDACTED] 02/11/2018 03:00:00 PM - 02/11/2018 06:00:00 PM(7.00 Pts.) 1 <input type="checkbox"/> -----
Hospitality Run the hospitality room, which provides food and drink to coaches and officials	02/10/2018 08:30:00 AM - 02/10/2018 12:30:00 PM(5.00 Pts.) 1 [REDACTED] 2 [REDACTED] 02/10/2018 03:30:00 PM - 02/10/2018 07:30:00 PM(7.00 Pts.) 1 <input type="checkbox"/> ----- 2 <input type="checkbox"/> ----- 02/11/2018 07:30:00 AM - 02/11/2018 11:30:00 AM(5.00 Pts.) 1 [REDACTED] 2 [REDACTED] 02/11/2018 02:30:00 PM - 02/11/2018 06:30:00 PM(7.00 Pts.) 1 <input type="checkbox"/> ----- 2 <input type="checkbox"/> -----
Lane Timer 2 timers per lane, for all 8 lanes	02/10/2018 09:15:00 AM - 02/10/2018 01:00:00 PM(5.00 Pts.) 1 [REDACTED] 2 [REDACTED] 3 [REDACTED] 4 [REDACTED]

(DST website, February 2018)

If you're knowledgeable about swimming, becoming an official is easily the most valuable thing you can do for your swimmer, for DST, and for the entire swimming community. There is always a need for officials at meets, and DST has some incentives included as part of being an official, to show our appreciation.

What if I don't earn all my volunteer service points?

If you do not earn all of your volunteer service points, the administrative staff will penalize you at a rate of \$25 for each unfulfilled point. This ensures that those who did not earn all of their volunteer service points are contributing, in some way, an even amount as those who did earn all of their volunteer service points.

SWIM MEETS

What types of meets are there?

There are Mini Meets, which are for 8 & under swimmers; A/BB/C Meets, which are meets for 9 & over swimmers of any level; and various meets with qualifying times.

How do I sign up for meets?

You can sign up for meets with the “Meets & Events” tab on the DST website. Click directly on the tab to see each meet individually, or pull down the tab and select the “SCY Meet Schedule.” The meet schedule from now until March should show up, with links to the same meet webpages where you can sign up.



When you go to the relevant meet’s webpage, click on the “Edit Commitment” button to bring up your swimmer and begin selecting events.

Home | Club Info | Practices | Meets & Events | News | Documents | Photos and Videos | Recruiting

Sign Out

Event

Help & Training
TU Updates 78

Upgrade Your Site

System
My Account
Team Admin
Team Profile
Privacy Settings
Registration Admin

2018 Banana Boat A/BB/C
Oct 20, 2018 - Oct 28, 2018
Registration Deadline September 28 2018
Job Signup Deadline October 17, 2018 (till midnight) (this is a team hosted event)

Description
All 9 & over DST Swimmers are expected to attend. Entries are processed via Team Unify. Talk to primary coach with event entry questions.
[Certified Officials Sign Up](#)

Edit Event | Email this Event | Upload Pictures | **Edit Commitment** | Job Signup

(DST website)

What should I do about meets?

Volunteer. Each family in the National Program or Traditional Program has a certain number of volunteer service points to fulfill. Also, if your swimmer is attending a DST-hosted meet, a parent is required to volunteer at the meet, even if all volunteer service points have been fulfilled for the year. This helps the team fill each volunteer position, and then makes the meet run more smoothly.

Get your swimmer ready beforehand. Middle Atlantic only allows certified coaches and officials on deck, and meet volunteers. If you are not volunteering, then, you cannot come down on deck to take care of your swimmer. The coaching staff can help your swimmer on deck, so do anything that you need to do with your swimmer before reaching the pool deck.

When you get your swimmer ready beforehand, that should include going over what events your swimmer is in. Swimmers should not be asking the coaching staff, as the meet session is ready to begin, what they are swimming that day. Make sure to go over which events your swimmer has on each day, and any information about that event, so that they know what to prepare for in warm-up. If you need to, write down the events on an index card or as a note in his/her phone, giving the event number, distance, and stroke. For instance, “#7 50 Free” or “#34 200 IM.” If heats and lanes are available beforehand, give them this information. Otherwise, it will be available during the meet for the swimmers to see.

What and when do I pay for swim meets?

You pay for any meet entries that are finalized with the meet host and sent to Middle Atlantic. This is done several days before the meet, so if your swimmer gets sick and he/she cannot attend, you cannot get a refund because DST has already paid for you entries in advance. We then collect the money paid in advance after the meet. Entry fees are based on what is listed in the meet’s announcement.

Additionally, a \$10 team-hosted coaching fee, or a \$20 out-of-town coaching fee, is added to your bill. This helps pay the coaches who are coaching your swimmer.

Meet Coaching Fees: Coaching fees will be applied to each swimmers account in the amount of \$10.00 for DST hosted swim meets, and a minimum of \$20.00 for out-of-town meets, and expenses in meets involving air travel coaches or extended hotel stays will be divided amongst participants and will most likely exceed \$20 per swimmer.

(Team Handbook, page 26)

If the meet is far enough away that the coaching staff needs lodging or air travel, these expenses will be dispersed equally among families with a swimmer who competed in the meet, and will be added to your meet entries. (See below for more details.)

All fees associated with a meet – entry fees, coaching fee, and travel expenses – will be put on your invoice for the month following the meet. For instance, your bill for an October meet will be on your November 1 invoice. Putting your bill for a meet on the following month’s invoice allows the administrative staff to make changes based on intangibles, such as changes in meet entries, changes in travel, etc.

What has changed with meets not hosted by DST?

This year, in addition to the out-of-town meet coaching fee of \$20, which you will see attached to your swimmer’s meet entries when they are billed the following month, lodging or air travel for coaching staff will be divided evenly and added to the invoices of families who attended the meet which necessitated these expenses.

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(Team Handbook, page 26)

What is DST’s policy on Team Travel?

For some of the biggest meets for the National Program, travel as one unit may be done. When a team travel meet comes up, the administrative staff will organize the travel and hotel accommodations.

Appendix E – Team Travel Commitment Policy

The Delaware Swim Team participates in competitions for which the team provides a **Team Travel** service. Athletes who elect to **Team Travel** to any of these competitions will be under the direct supervision of the DST coaching staff and any designated chaperones from the time the team departs for the competition until the time the team returns from the competition.

This **Team Travel** service will come at a cost to those who elect to participate. This cost will always cover travel (flight, bus, and/or rental car) and hotel accommodations. It may also cover food expenses and any related meet fees. When coordinating **Team Travel**, the DST coaching staff will:

- Arrange *all* travel and hotel accommodations
- Provide a **Team Travel Commitment Form**
- Provide a commitment date by which all athletes who wish to **Team Travel** must turn in the **Team Travel Commitment Form** to the coaching staff
- Provide the estimated cost of **Team Travel** in advance of the competition
- Provide a final cost once all expenses have been finalized

(Team Handbook, page 42)

QUESTIONS?

Is there anything else you would like explained?