



2019 Kickoff Meeting and May Board Meeting Agenda

Welcome – Jerry Wissman (League President)

1. Introductions of delegates, coaches and boosters – All
2. Team Contact Information
3. Opening remarks
 - a. Safety
 - b. Fun
 - c. Proper Technique
 - d. Chain of Command
 - e. Team Apparel
 - f. NKSL website
 - g. Forms and coaching requirements (swimnksl.com, Resources, Forms)
 - Parental Waiver and Code of Conduct Form
 - NKSL Employee Disclosure Statement
 - Background Checks
 - Concussion Training and Certification
4. Important Operating Information
 - a. Roster update directions
 - b. Reporting results
 - c. Administrative Duties
 - d. Important Dates
5. New rules for 2019 – Jerry
6. Adjourn.



May 22, 2019

Coaches,

Welcome to the 56th NKSL dive & swim season! I hope that each of you enjoys the upcoming competition season. The NKSL relies on you to continue the tradition of promoting recreational diving and swimming in Northern Kentucky. You are an important part of a long and rich legacy.

Safety must be your first priority at all times. Nothing stops the fun faster than someone getting hurt. Use your common sense. If something doesn't seem safe, it probably isn't. Always listen to and follow the instructions of pool management.

Teach proper technique. In every sport, kids who excel usually possess excellent technique. This rings true in all sports, but perhaps none as loudly as swimming and diving. The water has a way of penalizing bad technique, and rewarding excellent technique. Bad technique leads to slow times, low scores, disqualifications and (in some cases) injury. Good technique provides a foundation on which athletes will build a lifetime of enjoyment of the sport. Coaches, it's your job to teach proper technique, and your opportunity to help kids develop skills that they'll use the rest of their lives.

It's critical that you always set a good example for your athletes to follow. As a coach, you have more power than you might realize. The kids look up to you; they notice your every move; you are cool to them, and they want to be like you. When the adults and young adults do not behave in a manner that shows great sportsmanship or is detrimental to the league and its goals, you can forfeit the privilege of being involved with the league.

While coaching is your primary responsibility, you will have a number of administrative tasks that must be completed promptly each week in order for this league to operate effectively. The following pages and the resources on the NKSL website, most of which can be found on the Resources/Forms page of www.swimnksl.com, will help you understand what you need to do and when. At times, the administrative tasks can seem overwhelming. Don't be afraid to ask your delegate for help. Over the next few days, please make it a priority to read all of the materials in the Resources/Forms page the website. If you have any questions regarding the materials, please contact your delegate.

Parents are very demanding. Nothing is more important to a good parent than their kids, and the NKSL is fortunate to have many good parents. If you have any issues dealing with parents, look to your delegate for assistance.

The NKSL website is a fantastic resource. On the site, you'll find league rules, all of the resources you'll need to handle your administrative duties, and a weekly posting of the top 12. The site is also your source for training videos for eDive and Meet Manager. **Please ensure that at least one dive & swim coach and all parents who will score the meets view these training videos.**

Your delegate and I are here to help you in any way we can.

I hope everyone has a fun, enjoyable and safe season!

Sincerely,

Jerry Wissman, President



Each Coach should be aware of the following administrative duties:

1. Handle issues with your Delegate. If you have problems, go to your Delegate. If you have complaints, go to your Delegate. If your delegate is not available, and you are at a swim or a dive meet, handle issues professionally with the meet referee.
2. Regular season swim meet entries are due **by 6:00 PM the day prior to the day of competition (typically Wednesday)**. Entries should be submitted by each team to the opposing team head coach, delegate, and Jerry Wissman at nkslpresident@gmail.com
3. Regular season diving meet entries are due **by 12:00 PM the day of to the day of competition (typically Tuesday)**. Entries should be submitted by each team to the opposing team head coach, delegate, and Jerry Wissman at nkslpresident@gmail.com
4. **The first set of updated team rosters are due to Jerry Wissman on Wednesday, May 29th, via e-mail by 4:00 p.m.** Thereafter, team rosters should be updated weekly with additions and deletions, and e-mailed to Jerry along with the results from Meet Manager by noon Friday, beginning June 14th. Jerry's e-mail address is: nkslpresident@gmail.com
5. Jerry will post updated rosters and the Meet Manager file on the league website by noon each Monday.
6. Please remember that diving top 12 only reflects that week's competition. Swimming top 12 will be cumulative. We will publish weekly top 12 results on the NKSL website (www.swimnksl.com).
7. Every athlete **must** have a properly completed and **signed Parental Waiver & Release Form** (available on the Resources/Forms page of the website) before they are allowed to participate. This form can be completed digitally through Team Unify. **There can be no exceptions to this rule.**
8. There is a \$15.50 per athlete participation fee, which is due by July 8th along with the insurance waiver forms. This fee covers insurance, champ meet awards and other expenses required to run the league. There is a late fee charge of \$10 in addition to the participation fee for any athlete who joins the team after June 28th. We use the roster in the Team Manager as of June 28th to determine the fee. That is just one reason why it is very important that you are updating the rosters Jerry sends you each week with new additions **and deletions**.
9. **Make it a point to call or e-mail the coach of the team you are diving or swimming a few days before the meet.** This way you can find out any extra information you may need for the meet especially pertaining to lane assignments.
10. **It is very important that you keep the parents of your team informed about what is going on.** Use your website (if you have one), e-mail, and bulletin boards to keep them in the loop. Make sure they clearly understand how to sign their children up for meets, worker requirements and other expectations you may have.

COMMUNICATION IS KEY

- The League President will communicate important announcements through:
 - Email – direct emails from nkslpresident@gmail.com or through the Team Unify website.
 - Text – please provide your mobile phone number to receive messages.
- Stay in contact with opposing coaches and delegates leading up to weekly meets
 - Email addresses for all delegates and coaches will be circulated by June 1.
 - Remember to email meet entries by the deadlines.



2019 Rules Changes

During the off season, the Board of Delegates discussed a number of issues and technically did not make any rules changes. They did however, discuss a number of items which we wanted to try on a provisional basis for one year before making official rules changes. These provisional “rules” are:

- 1)** Ludlow Bromley Swim Club athletes will be competing this season as full members of the Bluegrass Breakers. Ludlow Bromley Swim Club is still a registered team in the league and has a voting representative on the Board of Delegates.
- 2)** With the inclusion of LBSC with Bluegrass, the league will operate with two divisions with five teams each. League standings will be calculated by a formula that awards points which was last used when the NKSL had ten teams and an unbalanced division schedule. This formula will be added to the Team Standings page of the NKSL website.
- 3)** Beginning in 2019, the All-Star competitions will be scored and a team trophy awarded to the first-place team.
- 4)** The league has adopted a league-wide ribbon which will be used by all teams once their current “team” ribbons stock has been depleted. This will allow teams to determine what ribbons to award to their team and not have to print ribbons for other teams they would not normally award.
- 5)** There will be changes made to the 2019 NKSL Championships, specifically the start time for warmups and meet start time for finals. We are also going to stream live the meet by announcing awards for each event as soon as the results are final and not pausing for lengthy award breaks.



Important Training Information & Dates to Remember:

Please mark the following important dates on your calendar:

eDive and Meet Manager Training: Training videos are available on the NKSL website. Click Resources, and training videos, or click the following link:

https://www.teamunify.com/SubTabGeneric.jsp?team=reclnkslky&_stbid_=102765

Training videos should be reviewed by all computer operators prior to the first regular season meets. A training and Q & A session will be held for each program. The dates and locations are as follows:

eDive – Tuesday, May 28 @ 7PM at 28 North Fort Thomas Avenue

Meet Manager – Thursday, May 30 @ 7PM at 28 North Fort Thomas Avenue

Diving Officials Clinic: Tuesday, June 4, at Fort Thomas Swim Club from 6:30 - 8PM. Attendance is required of all dive coaches and anyone from your club who plans to judge dive meets this summer

Swimming Officials Clinic: Thursday, June 6, at Five Seasons Swim Club from 6:30 - 8PM. Attendance is required of all swim coaches and anyone from your club who plans to officiate or start swim meets this summer.

Champ Meet Meeting: Monday, June 24 at Newport Swim Club. Diving is at 5:30PM; Swimming at 6PM. At this meeting you will receive All Star and Champ Meet entry forms. We will also go over very important information regarding the meets. Attendance is mandatory for all head diving and swimming coaches.

Senior Information, Declaration & Mike Bresser Scholarship Essays: Due to Jerry Wissman via email at nkslpresident@gmail.com by Thursday, June 27 @ 4:00 PM. Senior Swimmer Diver List, Senior Biographical Data and Bresser Scholarship Application documents are available on the Resources/Forms page of the website.

Entry Forms for All Star Diving: Due to Jerry Wissman at nkslpresident@gmail.com by Sunday, July 14 @ 4 PM.

Entry Forms for All Star Swimming: Due to Jerry Wissman at nkslpresident@gmail.com by Friday, July 19 @ 4PM

Entry Forms for Champ Meet Diving & Swimming: Due to Jerry Wissman at nkslpresident@gmail.com by Friday, July 19 @ 4PM

All Star and Champ Meets:

All Star Diving – Cherry Hill Swim Club, Wednesday, July 17

All Star Swimming – Taylor Mill Swim Club, Monday, July 22

Champ Meet Diving Fort Thomas Swim Club, Tuesday, July 23 (Boys) & Wednesday, July 24 (Girls)

Champ Meet Swimming – Ludlow Bromley Swim Club, Thursday & Friday, July 25 & 26