

PANTHER VOLLEYBALL CLUB
HANDBOOK FOR
PLAYERS & PARENTS

Effective as of Nov 22th, 2011

Mission Statement:

Panther Volleyball Club (PVBC) exists to promote the sport of volleyball to all youth within our community. We will provide equitable opportunities for our athletes to develop and refine their skills from the novice to competitive levels. We will also provide a healthy environment that emphasizes personal growth and demonstrates community values.

PVBC will:

- *Form partnership with Spring Lake Park School District #16 and member cities to promote and demonstrate the adopted community values of self worth, honesty, dignity, generosity and respect of others.
- *Promote the Spring Lake Park High School co-curricular values to develop positive self-image, leadership, loyalty, character, teamwork, social skills, self-discipline, good citizenship, and sportsmanship among all participants.
- *Include all girls who live within the boundaries of District #16.
(Starting with 2011-12 season a high school age boys will be include)
- *Hold open tryouts with an impartial selection process.
- *Give priority to school, church and in-season sport activities.
- *Be administered by parents through an operations board and parent representatives.
- *Provide opportunities to as many participants as coaches and facilities will allow.
- *Emphasize the educational value of sport, develop individual and team skills, promote enjoyment, value competition.

Team Levels:

PVBC has structured different age divisions and adapting to serve players at both an “Elite” and “Club” when possible. The number of teams at each level is dependent on the number of registrants for each as well as the availability of court space. Parents and players need to understand the time commitment and costs at each level before registering.

Playing Philosophy

Teams will consist of 8-10 players whenever possible. Participants have the opportunity to learn sound fundamentals, competitive skills, and game strategies. At the beginning of the season, player development is stressed and coaches strive for equal playing time during league play/play dates. As the season progresses into tournament play, a starting lineup may be established with alternates rotated in according to their strengths. During tournament play, individual playing time is at the discretion of the coach to provide the team with a solid chance to be competitive.

All coaches are encouraged to increase their knowledge and skills through clinics and other resources. First year coaches are required to attend a USA Volleyball Clinic, and all players and coaches must attend an officiating/score keeping clinic each year.

Players, parents and coaches are expected to demonstrate our community values through good sportsmanship toward opponents, officials and each other at all times. Open, two way communication between all parties is imperative.

Player Expectations

1. Be responsible in attending all scheduled events.
2. Arrive 15 minutes early to practices (set nets, dress, warm up)
3. Notify coach **at least** one day in advance when you cannot attend (Excessive absences may affect playing time.)
4. Players who skip school events for volleyball without authorization, **will not play.**
5. Work hard, learn and HAVE FUN.
6. Demonstrate team concept – recognize and value everyone’s contribution.
7. Be coachable: learn to accept criticism without alibi, and do your best to improve. Talk to your coach if you have questions or concerns.
8. Be supportive of teammates, coaches and officials.
9. Remain mentally “into” the game whether playing or not.
10. Motivate yourself and teammates, strive for excellence and work for the success of the team.
11. Remain together as a team for the duration of each team event.

Parent Expectations:

Parents are to pick up the children on time

1. Encourage your daughter and give positive statements about her play.
2. Speak positively about the team and other team members.
3. Speak respectfully of, and to coaches and officials.
4. If a problem or concern arises, notify the coach, the parent rep, or the PVBC grievance coordinator. **Do not approach a coach during competition or when other players are present.** Please contact the coach by phone or email. If the concern/issue is not resolved, contact the parent rep or the grievance coordinator by email. The club expectation is if the grievance coordinator is not able to work through a solution the matter will be brought to the full board for discussion.
5. Model community values

6. Assist with team activities, driving, fundraising, etc.
7. Assure players arrive on time (15 minutes early for practice), and are picked up in time.
8. Parents are encouraged to attend competition events.
9. During competition, parents are to have no communication with officials or opposing team.
10. Pay membership dues on time. All payments are due the first of the month. Payments are to be mailed to the treasurer, address will be provided at Parents' Night.
 - a. If an alternative payment plan is needed, it is the responsibility of the member to contact the treasurer for such arrangement.
 - b. Failure to make payments on time without other payment arrangements will result in reduced playing time.
 - c. If no payment is received for one month following the due date and no alternative payment plan is in place, the player's status will be placed on hold.

****Positive adult role models allow athletes to grow and accept challenges.****

Coach Expectations

1. Show concern for player safety and well-being.
2. Be consistent and fair, establish trust.
3. Be organized.
4. Model behavior that is consistent with PVBC mission, philosophy and values.
5. Teach and provide volleyball knowledge to the best of your ability.
6. Encouraged to increase knowledge/skills through clinics and other resources.
7. Attend periodic coaches meeting.
8. Adhere to direction of the PVBC Board.
9. Encourage open, two-way communication with parents and players.

Quitting Policy

1. If a player quit during the previous season, and it was NOT for a medical reason, the player will be required to pay fees due for the current season in advance.
2. If a player encounters a medical condition or a season-ending injury, there will be a prorated (by day) refund of fees paid and no penalty will apply for the following year.
3. If a player quits for any reason other than a medical condition, the player is liable for the full season fee.
4. If a player has quit, but feels there are extenuating circumstances associated with their decision, and they want the requirement for prepayment waived, the player and parent must appear in person before the Board to present their case.

Fundraising

1. Any monies earned from a Panther Volleyball sponsored event can only be credited to Panther Volleyball.
 2. Any member of that family may use the funds.
 3. Funds earned in the offseason from Panther Volleyball Club sponsored events may only be credited to Panther Volleyball Club dues or expensive.
- The reason for this policy is to prevent people from earning money to pay for another club's fee when others in the Panther VBC could have earned money toward Panther VBC fees.

Volunteer Deposit & Required Hours

1. The Volunteer Hours Deposit amount is \$250.00 and is due at time of registration. It will not be deposited until the end of the season following all volunteer opportunities. Checks will be returned upon completion of your volunteer hours and your membership dues are paid in full.
2. Number of volunteer shifts required to fulfill requirement to return the deposit to player family will be determined by the board as these can change from year to year.
3. Volunteer shifts can be worked by player, parent or another family member. Some shifts require person to be over 16 years of age.
4. It is **mandatory** that for Panther Challenges those teams that are participating at our tournament will set-up and take down nets, chairs, tables, etc... This is to be done by players and parents. For those tournaments and/or play dates that are not Panther Challenge Tournaments, a team will be assigned for set-up and take down.

PVBC BOARD MEMBERS – 2011/2012

President/Director - Darla Norgaard

Vice President - Denielle Johnson

Treasurer/Concessions Manager – Darla Norgaard

Board Members at Large:

Melissa Brandenburg - Grievance & Team Rep Coordinator

Shelley & Kevin Hollermann - Secretary/Volunteer//Banquet Coordinators

Emily Kopfmann - Player Development

Shelly Johnson – Fund Raiser Coordinator & Web Master

Board Duties and Responsibilities

President (Club Director)

Responsibilities

1. PVBC Rep. and Coach liaison
2. Coordinate and oversee committee work.
3. Schedule, set agenda and conduct Board meetings.
4. Set calendar and timelines for year
5. Mediate parent issues or concerns.
6. Plan and conduct parent organization meeting

Treasurer

1. Maintain financial records for players and teams.
2. Balance and take responsibility for PVBC checkbook.
3. Cut checks for all pertinent expenses.
4. Provide monthly statements for all teams.
5. Work with fundraising projects and volunteers.

Secretary

1. Record and distribute meeting minutes.
2. Provide necessary communications for the Board
3. Work with Team Reps and volunteers
4. Organize forms needed by North Country Region for registration in October
5. Enter teams in tournaments
6. Coordinate events with others
7. Set up team lists for parent handbook
8. Coordinate USA Volleyball registration forms, birth certificates, and other
9. Required forms.
10. Coordinate information for tryout process.

Vice President/Director

1. Coordinate gym/practice schedules.
2. Register for local tournaments.
3. Provide handbook, conduct meetings and necessary communications with coaches.
4. Assist with technical development of coaches.
5. Coordinate coaching clinics and developmental program.
6. Price and order uniform accessories.

Director of Team Representative:

1. Communicate with Team Representatives about Panther Policies

2. Collect grievances from Team Representatives
3. Discuss with Board any issues that need to be addressed
4. Other action items as assigned by the board

Non-Board Member Duties and Responsibilities

Team Representative

1. Phone calls, schedule changes, misc. communications needs, etc.
2. Help collect membership fees when due.
3. Contact person for team and parent issues or concerns. Refer unresolved issues to PVBC Rep.
4. Attend meetings as scheduled.
5. Assist coach as needed
6. Excerpt from USA Volleyball North Country Regional Publication “Hot Stuff”
****Just a reminder that it is your responsibility to keep your parents in line and to be respectful to all coaches, players, and officials at all times. Remind them that their actions can and will cause their team to forfeit a game, be kicked out of a tournament, or be sanctioned from playing in further tournaments. Thank you for your help.****

Banquet Coordinator

1. Schedule banquet at end of season – approximately mid-April.
2. Provide invites/registrations to team representative and let them know when they need to be returned.
3. Provide financial information to treasurer as needed.
4. Provide checks received to treasurer in a timely manner.
5. Coordinate volunteers as needed for set-up, prizes, etc...
6. Coordinate event with Club Director.

Volunteer Coordinator

1. Work with Club Director regarding dates of events
2. Contact team representative and parents with volunteer opportunities

Fundraising Coordinator

1. Find fundraising opportunities for the club
2. Be point person with any questions about the fundraisers

PARENT/PLAYER SIGNING PAGE

No player shall be allowed to participate in practices or tournament until the Signing Page for the PVBC Handbook has been signed by the player and the parents/guardians of the player and turned in at the Parent/Player Meeting.

PARENT(S) AND PLAYER SIGNING PAGE

FOR

PANTHER VOLLEYBALL CLUB
HANDBOOK FOR PLAYERS & PARENTS

Effective Nov 22th 2011

We hereby state by signing below that we have read, understand and agree to abide by the rules and information in the Panther Volleyball Club (PVBC) Handbook for Players and Parents.

Player's Printed Name: _____ Age Level _____

Player's Signature: _____

Parent/Guardian's Printed Name: _____

Parent/Guardian's Signature: _____

Parent/Guardian's Printed Name: _____

Parent/Guardian's Signature: _____

DATED: _____

Date Received: _____