



# **2017 – 2018 Handbook**

## **MISSION**

Tri-County Volleyball Association (TCVA) is a premier volleyball club formulated to take area athletes to the next level with a concentration on both individual growth and team cohesion. Focusing on the values of hard work, teamwork, responsibility, commitment, self-discipline, and leadership.

## **OBJECTIVES**

1. Cultivate interest and encourage participation in the sport of volleyball for athletes under the age of 19.
2. Provide players with advanced technical training to further enhance and develop their skills.
3. Provide athletes with an environment to develop as well-rounded individuals, utilizing sports as the foundation.
4. Assist athletes in their pursuit to play at the next level by exposing TCVA players to the college recruiting process, their programs, as well as coaches.
5. Be recognized as one of the finest youth volleyball programs in the state.

## **TIME COMMITMENT**

1. Participation in a Junior Olympic volleyball program requires a significant commitment of the player's and parent's time.
2. Our regular season runs on three distinct tracks:
  - A. Local teams play in the greater San Antonio area. Their season runs from early November until the last tournament in mid-April. Practices will be held at least once a week for 2 hours each.
  - B. Regional teams play in tournaments within the state of Texas. Their season runs from early November through regional competition in the first part of May. Practices will be held 2 times a week for 2 hours each.
  - C. National teams play in tournaments in Texas and a few select tournaments throughout the nation. Their season begins in early November and continues if the team qualifies for Junior Olympic Nationals or decides to travel to AAU Nationals in mid-June. Practices will be held 3 times a week for 2 hours each.
3. Players are expected to attend all practices and competitions as scheduled. Practice and competition schedules are provided at the beginning of the season (based on facility availability and team needs) but are subject to minor modifications throughout the year.

4. Tournaments are held on the weekends and during some holidays, with each team competing, on average, twice a month. National teams are subject to missing 1 – 2 days of school during the club season for national qualifiers. Most tournaments are one-day events, usually on Saturdays, with play beginning as early as 8 a.m. and potentially lasting until 10 p.m., depending upon the team being placed in the morning or afternoon wave.

Note: Tournaments held outside of the TCVA program are out of the club's control. This includes tournament schedules, gym locations, and cancelations of tournaments. All communication to players and parents will occur as soon as TCVA acquires the information.

5. Depending on the timing of a scheduled tournament, it may be necessary for the teams to travel to out- of-town events the night before. Membership fees do not include travel and lodging for the players. It is the parents' responsibility to provide for travel and lodging as well as transportation for their daughter to competitions.

### **FINANCIAL OBLIGATIONS**

1. TCVA fees cover all expenses to include practices, training and development, uniforms, facilities, equipment, coaches' compensation, tournament entry fees, technology/software, and administrative expenses. TCVA fees do not cover travel (meals, and lodging expenses) and USAV registration. It is the parent's responsibility to provide and/or arrange for transportation to and from TCVA events.
2. Because many tournaments, including the Regional and National tournaments, require that each participating team have USAV certified scorekeepers, team members will be required to obtain scorekeeper certification. The cost of this certification is included in your participation fee.
3. Parents are responsible to ensure that all TCVA player payments are made on or before the 15<sup>th</sup> of every month. All payments should be in the form of a check or money order made payable to TCVA, or online PayPal payment. Payments CANNOT be given to any coach or other TCVA representative. Mailing address:

*Tri-County Volleyball Association*

*P.O. Box 743*

*Cibolo, Texas 78108-0743*

4. With the exception of any National teams, the regular season fee does NOT include participation in any post-Lone Star Regional tournament.

5. Should a player choose to discontinue her participation with TCVA, the parents are still financially responsible for the full fee amount.
6. All payments are due by the 15<sup>th</sup> of every month. Payments made after the 15<sup>th</sup> will be considered late and incur a \$25 late fee. THERE WILL BE NO GRACE PERIOD FOR ANY REASON. If a payment is not received by the 15<sup>th</sup>, the respective athlete will not be allowed to participate in team practice, tournaments, or any TCVA events.
  - A. Returned Check: A \$25.00 fee will be assessed on any returned checks. If your check is returned, we will not run your check back through your bank and you will no longer be able to pay your fees by check, but must make your fee payments by cash, money order, or PayPal.
7. Refunds: Payments made to Tri-County Volleyball Association are not refundable.

### ***Tax Deductions/Donations***

8. Tri-County Volleyball Association is a nonprofit, tax exempt organization under the Internal Revenue Code, Section 501(c) 3; therefore any donations made, (excluding payments) are tax deductible to the extent that such donations exceed the value of any amenities received.
9. TCVA may solicit and accept donations to the association. These donations will be applied to the association as a whole.

### ***INSURANCE COVERAGE***

Tri-County Volleyball Association provides some insurance protection through USA Volleyball on an excess coverage basis for all members participating in scheduled, supervised, approved TCVA activities such as practice sessions and tournaments. Travel with a supervised group of team members directly to and from these activities is also covered. When an injury has occurred during one of these activities, parents must first file a claim with their family insurance carrier. USAV insurance covers some medical expenses associated with a qualified injury not covered because of a deductible clause in the family policy. **This insurance coverage will not take the place of your regular family insurance coverage.** USAV insurance claim forms can be requested from the TCVA Secretary.

## ***INJURY POLICY***

All injuries must be reported immediately to the coach, who will file an injury report with the director. In the case of a major injury, the athlete will not be permitted to play unless clearance is obtained from the athlete's physician.

## ***TEAM COMPOSTION***

All TCVA teams will be composed of a minimum eight players and a maximum of 12 players. Players on all teams will be allotted playing time according to the discretion of their coaches, the level of competition, the athlete's compliance with the player contract, the ability of the athlete, the need of the team and the importance of the tournament. Since we are "playing to win" during tournaments, an individual player's court time may be limited.

## ***TRAVEL ASSIGMENTS***

1. Athletes are responsible for paying for their own hotel accommodations and travel.
2. The TCVA Board will make hotel reservation blocks for regional and national tournaments and will communicate details to parents.
3. The "team parent(s)" will help make hotel reservations for all other tournaments and send notification of arrangements to the club secretary.
4. All coaches and athletes must stay at the same hotel. Furthermore, we will not accept exceptions for families wanting to make separate lodging arrangements if a tournament is a Stay and Play – families are obligated to stay with the team in order to qualify for competition.
5. Athletes cannot stay in a room with anyone other than their parent/legal guardian unless that adult is an LSR and TCVA approved chaperone that has completed a background check.

## ***CODE OF CONDUCT***

Membership in Tri-County Volleyball Association carries with it certain responsibilities. In order to maintain an outstanding reputation, all TCVA players, coaches and parents must agree to abide by their Code of Conduct.

## ***ATHLETE'S CODE OF CONDUCT***

1. Players will maintain a positive attitude toward volleyball and their teammates at all times.

2. Players will respect their teammates, coaches, officials, and opponents at all times.
3. Players will work to create a positive environment for both their self and their team on and off the court. This includes not reacting negatively when an error occurs but instead, providing encouragement and support.
4. No foul or abusive language will be tolerated from players, at any time.
5. We understand social media (Facebook, Snapchat, Twitter, Instagram, etc...) is a large part of the girls' lives. We ask that the players respect their teammates, their parents, and TCVA when operating in the social landscape. Disparaging comments will not be tolerated. Understand once it reaches the web, everyone can see it.
6. Be a good role model for all other players within and out of the club.
7. Bullying in any form will not be tolerated.
8. Practice hard, play hard and strive to do your best at all times.
9. Be humble when successful and courteous in defeat.
10. Players are responsible for earning their play time and approaching the coach regarding growth conversations. Athletes must FIRST approach the coach if there are questions about play time.
11. Players must have a general knowledge of USAV, UIL, and Lone Star Region volleyball rules and regulations.
12. Use of tobacco, alcohol or drugs by a player will result in immediate expulsion from the TCVA with no refund.
13. All traveling players must abide by curfew and "lights out" rules as established by their coach.
14. It is the athlete's responsibility to get adequate sleep before and during tournaments and to maintain a balanced diet so to allow them to compete at the highest level possible.
15. TCVA strongly discourages athletes from driving to out of town tournaments without an adult in the car. In cases where this is absolutely necessary, a written release form must be signed by the parents/legal guardians when allowing their athletes to drive without a chaperone to out of town tournaments.

16. Each player is responsible for helping with officiating duties at tournaments - generally the losing team must stay to referee the following match.
17. No player is allowed to leave the tournament site until the coach releases all players.
18. At the coach's discretion, athletes may be prohibited from using cell phones during tournaments and/or practices.
19. Players make a commitment when joining TCVA and as such need to ensure their time is balanced so that their other commitments do not hinder their commitment to the team.

### *ATHLETE'S CODE OF CONDUCT CONSEQUENCES*

Failure to comply with this code of conduct could result in one or more of the following consequences:

1. Extra conditioning drills
2. Loss of practice time
3. Loss of playing time
4. Suspension from games and/or matches
5. Suspension from tournaments with coach's recommendation and board approval
6. Expulsion from TCVA with coach's recommendation and board approval

### *PARENT'S CODE OF CONDUCT*

1. Maintain a positive attitude toward volleyball and be a fan of your athlete and team and refrain from being a coach or critic.
  - A. Cheering TCVA teams for their play and NOT jeering or harassing the opponent's team or officials for their performances.
  - B. Understand that the officials and their work teams are attempting to do the best job they can to referee the game fairly, but it is up to the TCVA teams to win or lose the game. Therefore, we will conduct ourselves with appropriate sportsmanship.
  - C. Acknowledging that TCVA players are human beings and will make mistakes, even at critical times in a match. We will be patient and supportive through these times for all players we are around.
  - D. Acknowledging that all coaches will make decisions that are popular and unpopular. However, we believe that every member of the TCVA coaching

staff acts in the best intentions of the TCVA program, the best intentions of the team, and the best intentions of each and every player. We may not agree with every decision they make, but we will respect that decision.

- E. Refraining from using any foul or abusive language at any time during practices, tournaments or any other sanctioned event.
- 2. Assist my daughter in respecting her teammates, coaches, officials, and opponents.
- 3. Remain on the sidelines during practices and matches unless I am a member of the TCVA Board or my coach has approved for me to be present on the court.
- 4. **Do not approach (in person, text or call) a coach before, during, or after tournaments with issues/concerns**, but instead make an appointment with the coach at LEAST 24 hours following the event where the concern/issue occurred.
- 5. Acknowledge that our daughter has paid to LEARN skills and concepts of volleyball; she has not paid to PLAY. The TCVA coaching staff is committed to developing ALL players' skills and when a player earns the right to play in a certain situation, she will see playing time. That decision is purely a coaching one.
- 6. I understand it is my athlete's responsibility to address any concerns related to play time with their coach FIRST. This should ONLY occur before or after practices **never** before, during, or immediately following a tournament.
- 7. We are responsible for our daughter's conduct. If a problem arises at any time we will be contacted.
- 8. Should an issue arise that can not be resolved with your team's respective coach, I can ask to speak to the coaching director. An appointment will then be made to discuss any concerns with the director, coach, parent, and player.
  - A. If further discussion is needed, parents, athlete, and coaches are welcome to address the TCVA Board of Directors at the next regularly scheduled meeting. After this meeting, the matter will be resolved and considered closed.

### *PARENT'S CODE OF CONDUCT CONSEQUENCES*

Parent's failure to comply with this code of conduct could result in one or more of the following consequences with Board approval:

- 1. Banned from practices and/or tournaments.
- 2. Daughter's loss of playing time.



3. Daughter's expulsion from TCVA.

### ***GYM RULES***

Staff, players, and parents are responsible for leaving all facilities neat and clean. Players will not be allowed to leave until the coach has checked the facility and given permission for them to do so. Practices held at Schlather Intermediate School require that we set up and break down the nets each night. It is the practicing team's responsibility to set up and break down their court.

1. Under NO circumstances are siblings and/or friends allowed to be in the SCUCISD gyms during practice. **Athlete may be dismissed from practice if in violation.**
2. No parents are allowed in the gym until the last 30 minutes so that the coaches have the undivided attention of our players. Therefore, the gym will be closed until that last half hour. Parents can watch the girls scrimmage and run through the game-like scenarios at the end of practice.

### ***MEDIA USAGE***

Pictures and/or video may be taken on occasion and published in various outlets including but not limited to marketing, social media, press releases, and player profiles for college recruiting. Individual pictures with athlete names only will be posted with parental permission.

## ***BOARD OF DIRECTORS***

Adrienne Kindt	tcva.board@gmail.com
Kristin Miller	tcva.treas@gmail.com
Kelsey Myers	tcva.comm@gmail.com

## ***OFFICERS***

Club Director: Dan Scott	tcva.dir@gmail.com
Director of Coaches: Shawn Cui	tcva.pres@gmail.com
Director of Communication & Recruiting Coordinator: Kelsey Myers	tcva.comm@gmail.com
Treasurer: Kristin Miller	tcva.tres@gmail.com

## ***TCVA WEBSITE***

[www.tcva-tx.org](http://www.tcva-tx.org)

## ***TCVA FACEBOOK***

<https://www.facebook.com/pages/Tri-County-Volleyball-Association/121548477871918>

## ***TCVA TWITTER***

[https://twitter.com/tcva\\_vball](https://twitter.com/tcva_vball)

## ***LONESTAR REGION WEBSITE***

[www.lsvolleyball.org](http://www.lsvolleyball.org)

## **TCVA PARENT/GAURDIAN AND PLAYER HANDBOOK AGREEMENT**

This handbook is supplement to the Parent/Player contracts and is yours to keep for record. Please detach only **this** page to be turned in, acknowledging that you agree to abide by the Tri-County Volleyball Association's policies, values, and procedures.

*I have read the Tri-County Volleyball Association Handbook and fully understand the commitments involved in being a member of the Tri-County Volleyball Association. I understand that failure to comply will result in consequences that could include expulsion from TCVA.*

\_\_\_\_\_  
Team

\_\_\_\_\_  
Player's Signature Date

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent's Signature Date

\_\_\_\_\_  
Date