

# **Southeast Alaska Swim Team (SEAK)**

## Section I: Mission Statement

*To develop, educate and empower Southeast Alaskan youth in their quest for leadership and achievement in life, through competitive swimming.*

The purpose of SEAK will be to maximize participation and opportunities for Southeast Alaskan swimmers.

## Section II: Governance

Southeast Alaska Swim Team (SEAK) will be a coached owned organization. SEAK coaches will pay the USA registration fee. All other costs will be divided equally and fairly to the individual communities.

SEAK will be made up of participating communities, combining teams from participating Southeast Alaskan clubs. Individuals who do not have access to one of the existing teams may also join the organization if approved by an existing coach. Local communities may join or separate from SEAK at any time, given the 120 day unattached rule.

All athletes will register with USA Swimming as Southeast Alaska Swim Team (SEAK) members. Non-athletes, including coaches, will register with their local club.

Local clubs will always retain all ability to make decisions regarding their swimmers (travel, meets, policies, employees, etc), with the hopes that southeast clubs will work together to build a closer, stronger group. All other SEAK decisions (some relays, out of state meets) will be made by the coaches. If an agreement cannot be made, a majority vote of the participating coaches will be the deciding factor. In the event of a tie, the current SEAK head coach's vote will be the deciding vote.

## Section III: Meet Policies

Local meets (time trials): Swimmers participating in time trials will be entered and swam as SEAK swimmers. Entries will be submitted to AK swimming as SEAK.

Southeast meets (invitations, dual meets, and Southeast Championship): Swimmers will be entered as local communities (KKW, VSC, GSC, HDST, BBSC, CWSC) and participate in all individual and relay races under local clubs. If scored, points will be awarded to the local community teams. Upon submitting the results to AK swimming, meet management will merge all attached athletes onto SEAK.

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State Championships: Each local community will submit entries to the SEAK entry chairperson no later than exactly one week prior to when the meet entries are due according to the meet invitation. Entries will be based on what coaches believe is best for the local community's swimmers. If a coach wishes to enter a relay with only local swimmers, he/she may do so at this time and they will compete at the meet together. The entry chairperson will merge all the entries from each community, coordinate relays from remaining swimmers and send entire entries back to the local communities for approval no later than 3 days before the entries are due to the host team. If the local club makes any changes, they are due no later than one day prior to entry deadline.

Out of State championship meets: 2 weeks prior to meet, coaches will send in individual entries, SE entry chair will merge entries and email back to coaches. Relays and relay only swimmers will be picked by the coaches. Local communities will be charged their respective entry fees (due to meet entry chair), and the entry chair will mail one payment with meet entries by the deadline.

## **Section IV: Job Descriptions**

**Head Coach:** Will be rotated on an annual basis when the team is registered in the fall. The head coach will be rotated according to seniority; new coaches will enter the rotation at the bottom of the list. The head coach will be responsible for communicating any and all general SEAK material (mail, email, meet invites, etc).

**Meet Entry Chair:** The meet entry chair will be chosen by the coaches. The entry chair shall be responsible for merging all entries from local communities, forming possible relays, and communicating entries back to individual communities for approval BEFORE submitting entries to the meet host. The meet entry chair will follow up if necessary to ensure all entries are appropriate and submitted by the entry deadline. The meet entry chair will also be responsible for breaking up the meet entry fees and giving the total to each individual club and deciding whether to collect fees and submit as one payment, or have each club submit their own fees to meet host.

**Team Apparel:** One coach shall be selected by the coaches to be responsible for SEAK apparel including, but not limited to, caps, T-shirts, sweats, and swim suits. The team apparel chairperson will maintain the SEAK logo and distribute it to teams whenever requested. The team apparel chair will choose a sponsor (Speedo, Nike, Tyr, etc) and team dealer. Local communities are encouraged to use the same dealer.

**Website:** A coach or combination of coaches shall be responsible for maintaining a SEAK website. The site must include hyperlinks to each community swim club.

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Individual club coaches: Each head coach of local community teams shall be employed by the local club. Their primary focus will remain the swimmers they directly coach. In addition to all duties described in their own job descriptions, they will work towards the SEAK mission.

## **Section V: Records**

Local records will remain the same, only swimmers from the local community can break local team records.

SE regional records will continue to be maintained. Records will be issued to the team the individual or relay represented (SEAK).

SEAK will not maintain team records.

## **Section VI: Local Identity**

All clubs within SEAK will maintain their local identity. All existing team names, apparel and tradition should be continued. At the local and southeast level, teams should solely represent their local community. At the state and championship level, swimmers should, at the minimum, wear SEAK caps. T-shirt, sweats, and other apparel are at the discretion of the local clubs.

## **Section VII: Relays**

For all meets within Alaska, local clubs will always have the option of entering 4 swimmers together on a relay. Swimmers not attached to a local relay will form as many relays as possible to give the most swimmers the opportunity to participate. Whether relays are built in order to develop the fastest relays, the most relays that may score, or another reason is at the discretion of the coaches. If in doubt, relays will be formed on a fastest to slowest basis according to past achieved times.

## **Section VIII: Financial**

Other than collecting and paying entry fees, SEAK will have no income or expenses. Annual team registration fees will be paid by the coaches. If SEAK wishes to pursue fundraising, it must not interfere with any local fundraising, and all money must be allocated back to swimmers' meet cost.

## **Section IX: Awards**

Any team awards received for SEAK accomplishments shall be shared between clubs. Duplicate awards will be ordered for all individual clubs that wish to own one, and expense will be equally shared between those clubs. Awards given to

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SEAK that were the result of a swimmer or swimmers from only one local community shall remain in the sole possession of that local club.