

The Ukiah Dolphin Swim & Water Polo Club Handbook



Ukiah Dolphins Swim & Water Polo Club
P.O. Box 635
Ukiah, CA 95482

HANDBOOK
THE UKIAH DOLPHIN SWIM & WATER POLO CLUB

Welcome to the Ukiah Dolphins Swim & Water Polo Club, we are a volunteer parent organization responsible for managing the Ukiah Dolphin Swim & Water Polo Club and shall foster good sportsmanship among athletes and their competitors and promote age group swimming and water polo in the Ukiah area. General Membership consists of all dues-paying swim and water polo athlete's families.

Dues and Payment

Monthly Swim Dues are due on the 1st of each month or the first practice an athlete attends in the month. If the dues are not paid by the 5th of each month, a late surcharge may be applied to the swimmer's account and he or she will not be allowed to participate in any club activities, including practices, until the dues are paid in full. Members can make their payments via online through the team website (preferred method), in the dues box, in the team room or by mail to P.O. box 635, Ukiah Ca 95482.

Monthly dues for all age groups and masters athletes are reviewed annually. These dues entitle the athlete to participate in all scheduled practices in their age group and coaching at team target meets. Water polo dues will be set each season based on the length of the season. All water polo dues are required by the first practice of each season. An additional fee will also be due the first day of the season to cover the costs of planned water polo tournaments. Dues are subject to change based on clubs needs.

If a refund is desired, the athlete's parent needs to request a refund, in writing, to the Board of Directors. The Board of Directors will make the decision for a refund and the amount of the refund. The decision of the Board is final and is without appeal.

Team Scholarship

Team scholarships are available to those families that show financial hardship, and a desire to participate with the Ukiah Dolphins, as either a swimmer or water polo player. These scholarships are for 50% of the established dues and are only for year-round swimmers and water polo players. This scholarship does not cover the cost of the registration with Pacific Swimming or USA Water Polo. These registration fees are separate fees that must be paid in full to either Pacific Swimming or USA Water Polo before the athlete participates in any way with the Ukiah Dolphins. Those families who are granted a scholarship must still meet all other volunteer and time commitments required for membership. The athlete granted the team scholarship must also commit to participating in 80% of the daily practices each month and participate in all scheduled team competitions. A maximum of only 5 athletes can receive scholarships in a single year. The club can reduce that number to a minimum of one person if it jeopardizes the team's financial stability. That decision will be made by the board.

Corporate Sponsored Scholarships

Any athlete or family may pursue Corporate Sponsored Scholarships (CSS). To obtain a CSS the athlete or family will be given a CSS packet upon request, and then will solicit, on their own, a scholarship from local businesses. There is no limit to the number of athletes on the Ukiah Dolphins that can have a CSS.

Parent Involvement Hours

Swimming and Water Polo are parent participatory sports, volunteer hours are mandatory. Two (2) volunteer hours per month are required each month your child is in the water. In addition, every family is required to contribute a minimum of ten (10) hours to each multi-day host swim meet. Parents are also expected to share the timing responsibilities at away swim meets.

Those who are active members of the Board of Directors have fulfilled the all required volunteer hours with the exception of pulling tarps before and after practice and timing at away swim meets.

In lieu of volunteer hours, a parent may choose to pay for those hours. Each hour is worth \$25 dollars. Payment of those hours is due the following month.

Pacific Swimming Affiliation

The Swim Club Coaching Staff and The Ukiah Dolphin Swim Club shall be active members of Pacific Swimming, and all activities shall be in accordance with the rules and regulations of USA Swimming. As a minimum, the elected board members, Safety Chairperson, Soroptimist Swim Meet Director, swim coaches, and all Pacific Swimming officials associated with the Ukiah Dolphins will have a current non-athlete registration with Pacific Swimming which will be paid by the Ukiah Dolphins Swim & Water Polo Club.

USA Water Polo Affiliation

The Water Polo Coaching Staff and the Ukiah Dolphin Swim Club shall be active members of USA Water Polo and all activities shall be in accordance with the rules and regulations of USA Water Polo.

Conduct

Members of the Ukiah Dolphins Swim & Water Polo Club, coaches and members of the Ukiah Dolphins Swim & Water Polo Club Auxiliary shall adhere to all rules and regulations governing the aquatic program at any municipal pool. Athletes, Coaches, and members of the Ukiah Dolphin Swim Club Auxiliary are expected to act in a proper manner, with the athletes' best interest at heart, and keeping in mind that they are always representing the Ukiah Dolphins, acting with dignity and class.

Board of Directors

The Board of Directors consists of the elected officers of the Auxiliary and appointed chairpersons, all of whom are voting members of the Ukiah Dolphin Swim Club Auxiliary Board of Directors. The term of office for the elected officers shall be two years commencing at the October Board of Directors meeting. The term of office for the appointed chairpersons shall be 1 year commencing at the October Board of Directors meeting. The fiscal year of the Auxiliary shall commence on January 1.

Meetings of the Board

There shall be a meeting once a month each and every month of the year. The President may call additional meetings of the Board as needed.

Officers

The elected officers of the Auxiliary shall be President, Vice-President, Secretary, and Treasurer.

Committee(s)

The Board of Directors shall consist of the four (4) elected or appointed Officers as outlined in Article III in the By-Laws. In addition to the Executive Board members, the following Committee Chairpersons will serve as Board members with voting rights:

Membership

Swim Meet Director

Apparel

Social Media (Facebook, Instagram) and Webmaster (www.teamunify.com)

Fundraising

Awards/Ribbons

Coach Liaison

Safe Sport

Annual Awards

Annual awards are given out at the end of the swim season. Ukiah Dolphins is using the USA Swimming "IM Ready" and "IM Xtreme" program to help recognize our swimmers' efforts.

An IMR or IMX score is only established after a swimmer has swum all of the events required for their age group in a sanctioned meet since the start of the current season; both short and long course seasons start September 1 and end August 31 for IMR/IMX purposes.

Every swim listed in the USA Swimming times database includes a Power Point value. The higher the points, the stronger you are in that event. These points are used to rank our swimmers and our club in the IM Ready, IMX and Virtual Club Championships programs.

The award merchandise is chosen at the discretion of the Awards Chairperson.

Other Awards

Hardman-Pearce Award & Trophy

This award is the highest tribute, which can be paid to a member of the Ukiah Dolphins Swim Team. It was established in 1961 as a memorial to Sandra Hardman and Bob Pearce, both Ukiah Dolphins, killed in an automobile accident. It is not a swimming award and is not based on the ability as a swimmer. It is presented to the boy and girl on the team who display all around good sportsmanship, who are always willing to try, and never let their team and teammates down. To be eligible for this trophy the Dolphin must have been an active member of the team for at least two seasons and be 13 years of age or older.

The swimmers on an "all-eligible member" ballot shall select two boys and two girls whom they feel deserve the honor. These candidates shall be listed in alphabetical order and voted on by secret ballot by all paid members of the team.

The names of the boy and girl chosen shall be engraved on the perpetual Hardman- Pearce trophy belonging to the Ukiah Dolphin Swim team. In addition, winners of the Award shall each receive a trophy to keep; the Auxiliary purchases these trophies.

The Hardman-Pearce Trophy shall be awarded in addition to any other awards earned. This trophy can be awarded only once to any given swimmer. The Hardman-Pearce Trophy coordinator shall not be the parent of an eligible swimmer and shall, if possible, be appointed from available standing chairpersons.

Lee Panttaja Outstanding Dolphin Trophy (Boy & Girl)

Outstanding Dolphin Trophies will be awarded at the discretion of the coach. The Outstanding Dolphin Trophy will be awarded at the end of the season.

Most Improved Swimmer, Boy and Girl

The Most Improved boy and girl swimmer awards shall be determined by the coaching staff and shall be awarded each year.

Golden Dolphin Award

The Golden Dolphin Award will be presented to all Ukiah Dolphin swimmers 18 years of age or who are graduating seniors who have been members of the Ukiah Dolphins for four years. Two of the four years must be those following the swimmer's Junior and Senior years of High School. This award is given in memory of Bill Loughborough.

Rick Cleland Most Outstanding Water Polo Players (Boy & Girl)

Outstanding Dolphin Trophies will be awarded at the discretion of the coach. The Outstanding Dolphin Trophy will be awarded at the end of the season.

Parliamentary Authority

The rules contained in Robert's Rules of Order, Revised, shall govern the organization in all cases to which they are applicable and in which they are not inconsistent with these By-Laws. The board can choose to follow the special rules for small boards at the discretion of the president.

Safe Sport

The Ukiah Dolphin Swim & Water Polo Club provides a safe atmosphere which inspires swimmers to reach their maximum potential through strong work ethic, discipline, self-motivation and self-esteem, at the same time, striving to develop an inclusive and united team where all athletes, coaches and parents encourage and support one another.

Safe Sport policies, guidelines and procedures are developed in accordance with the USA Swimming Safe Sport Program. They may be accessed at any time, by anyone, via the club website or upon request to the coaching staff or Safe Sport Coordinator. Safe Sport recertification through USA swimming takes place every 2 years.