



GREEN BAY YMCA
GBY SWIM TEAM

WELCOME TO THE GBY SWIM TEAM!

We're so glad that you have made the decision to join the GBY Swim Team! Being new to a competitive swim team can be confusing and overwhelming, but don't worry, we're here to help! Being part of the swim team can involve hard work but also has great rewards for both parents and swimmers!

Below is some information that we hope you will find helpful in this new adventure. This document and more helpful information, especially regarding swim meets, can also be found in the "Swimming 101" document found under the "Parent Info" tab on TeamUnify. You are also strongly encouraged to review the "Parent Handbook" document under the "Parent Info" tab on TeamUnify. This will provide you with all the information you need regarding how the GBY Swim Team functions.

We are all in this together, so don't hesitate to reach out with any questions, suggestions, or concerns you may have.

LET'S GO GBY!!!

TeamUnify - Sign into TeamUnify to access ALL important swim team information! A TeamUnify account is also required to use the **OnDeck** app (see information below), which is another really useful tool for swim parents. Chances are you already have a TeamUnify account, but just in case you don't, you'll want to get an account set up right away.

<https://www.teamunify.com/team/wigbymca/page/home>

TeamFeed - The TeamFeed contains posts related to news and communication about the GBY Swim Team. You will likely get an email notifying you when a post has been made on the TeamFeed. The TeamFeed is located towards the bottom of the **TeamUnify** website. It's also very easy to access the TeamFeed using the **OnDeck** app. All you have to do is click the "TeamFeed" tab on the top of the menu on the left side of the screen. Helpful videos regarding how to use TeamUnify and OnDeck are located below. You can decide which option works best for you!

Escrow - This can be confusing, so don't be afraid to ask Coach or another parent if you need help figuring it out!

You will need to add money to your swimmer's escrow account before you can declare to attend swim meets. The amount in the account can be found in the OnDeck app on the bottom left corner. The amount will need to be a negative number (ex. -\$50) to indicate that money is available to use. If the amount is a positive number (ex. \$50), that means you have to add money to your account to get back to a negative number before you can declare for swim meets. Money can be added to your escrow account the following ways:

1. Email gbyescrow@greenbayymca.org with the amount you would like charged to your card on file. Please include your name, the swimmer's name, and the last 4 digits of card on file you'd like to be used, but do not provide any additional card information over email.
2. Contact the Ferguson Family Y front desk by stopping in or calling 920-436-9650

*Once that amount is charged to the card provided, this escrow money will be added to your Team Unify account on Monday/Wednesday/Friday each week by one consistent individual on our team (Rachel Korst).

The Scrip Program is also available for you to use to earn money for your escrow account. It is coordinated through the YMCA Gymnastics program. Information regarding the Scrip Program is located on TeamUnify under the "Fundraising" tab.

Swim Gear - The equipment your swimmer will need depends on the level they are swimming in. Coach can provide you with information regarding the specific equipment needed for that level. Swimsuits, equipment, team apparel, and more is located in the "**Team Store**" link on TeamUnify. SwimOutlet is also a great website to buy all the necessary swim gear at a good price. Additional discounts can be applied for a small yearly membership fee.

<https://www.swimoutlet.com/>

Swim Caps - Putting on a swim cap can be tricky! Here's a video showing how to do it yourself and how to help another swimmer.

<https://youtu.be/-JWonOFKzak>

Swim Goggles - Goggles can be difficult to figure out at times and can pose some challenges. Here's a video about goggles and how to fit and wear them properly.

<https://youtu.be/2zR1AdW1aiY>

Swim Suits - A properly fitted suit is very important. Here is an article about suits and how they can impact performance.

<https://interestingengineering.com/innovation/how-do-swim-suits-help-improve-a-swimmers-performance>

Swim Meets - If your swimmer is new to the swim team, don't be afraid to sign up for swim meets! Many swimmers may be apprehensive about going to meets, especially if they are new to the swim team, but it's absolutely worth it to compete! All swimmers are strongly encouraged to participate in home swim meets at a minimum. Swim meets are your swimmer's opportunity to demonstrate the skills they have learned over the past months. They get to cheer on their teammates and be cheered on in return. They also provide an opportunity for relatives and friends to enjoy their swimmer's success.

Sign up for swim meets using **TeamUnify** or **OnDeck**. All information regarding swim meets will eventually be loaded on both and will include heat sheets, warm up schedules, meet information, etc. Keep checking those locations for this information the week of the swim meet. Sometimes it takes longer for the information to be posted and it may not happen until closer to the day of the meet. Written instructions regarding how to sign up for meets on TeamUnify are located in the "Swim GBY" tab then under "Swim Meet Entry Instructions" tab. Here are videos about how to sign up for meets (and other team events) using both options.

- TeamUnify
<https://www.youtube.com/watch?v=94QEzy7MGLk>
- OnDeck
<https://www.youtube.com/watch?v=SAULb-jubzw>

Videos to help prepare for a swim meet:

- How to Find and Read Heat Sheets (Taken from DCY website):
<https://youtu.be/https://www.youtube.com/watch?v=94QEzy7MGLke/UIC304oNJ-8>
- How to Write on Swimmer's Arm for a Meet (Taken from DCY website):
https://youtu.be/O9_z_50FmwA

Meet Mobile is an app that can be used to get real-time meet results and standings from anywhere at any time. Here is a helpful Meet Mobile tutorial video.

<https://youtu.be/L4ef6lanHY4>

OnDeck is an app that allows parents to access their team accounts, events, news, jobs, and more. Here are some helpful OnDeck tutorial videos.

- OnDeck Parent - Quick Start Guide and Facts:
http://www.wsyswim.org/16_17/Parent_Stuff/OnDeckParent.pdf
- OnDeck app tutorial (TheAcademyBullets):
https://www.youtube.com/watch?v=IBX9_mtpzTg

EntryTimes - Entry times are entered for swim meets by Coach. The host team provides a file to the coaches of the teams attending. The coaches then upload the times. In the event there is an issue with the file, the coach can manually enter. If the swimmer does not have a previous time for a race they signed up for, an "NT" can be entered which means no time. This will put them in the slower heats. Some meets do

not allow for “NT” entries, which then requires Coach to make a reasonable estimate of their time and enter that to ensure proper heat placement.

Best Times - OnDeck can be used to see your swimmer’s best times located in the “Membership” tab under “Best Times”.

State Qualifying Times - Once you know your swimmer’s best times, you can then compare times to Y State and USA State qualifying times. This information is located on **TeamUnify** under the “Swim GBY” tab and then under “Qualifying Times”. It’s also located in **OnDeck** under the “Membership” tab and then under “Time Standards”. If your swimmer makes a Y State and/or USA State qualifying time, they can race in those State Meets at the end of the season!

USA Swimming - A swimmer must have a membership to USA Swimming to enter USA meets, which are open to all swim teams not just YMCA swim teams. Some USA meets require qualifying times to participate. If you try to sign up for a swim meet that your swimmer does not qualify for, the function will not work. A USA Swimming membership currently costs \$88 per year. Here is some helpful information and videos regarding USA Swimming.

- Advantages of USA Swimming Memberships:
https://www.teamunify.com/yusa/_doc_/AdvantagesOfUSAforYMCA.pdf
- USA Swimming Registration tutorial:
<https://www.youtube.com/watch?v=Ih6-mAuMdRs>

Mentoring Program - Starting in the 2023-2024 season, we are hoping to implement a Mentoring Program. This program will pair older swimmers with younger swimmers who are interested in participating. The program will allow for younger swimmers to get to know the older swimmers, to learn from the older swimmers, help with team building, and to have a familiar face at swim meets that can also help them if needed. Fun activities will be planned on occasion for the older and younger swimmers to have a fun practices together. This could be a volunteer opportunity for older swimmers who need volunteer time for high school, etc. This will likely be discussed at the first All Parent Meeting of the season.

Parent Volunteers - It’s very necessary and expected that ALL parents volunteer to work at ALL home swim meets even if your swimmer isn’t swimming. There are many different volunteer opportunities that can fit anyone’s comfort level so have no fear! Don’t worry about missing your swimmer’s races because you’re volunteering because you can always step away to watch their races. If you sign up to be a timer, you’ll have a front row seat to all the races! The success of home swim meets depends on ALL parents volunteering. Without parent volunteers, we can’t have home meets. Home meets are exciting for the swimmers and are also a way to help the swim team earn money.

Parents will be charged for failure to volunteer for home swim meets, so be sure to sign in at the start of your swim meet session. If a family member is unavailable to help at a meet, another

adult can substitute on their behalf. If your child becomes sick and family was signed up for a concession item/job, it is still your responsibility to provide job duties. Job descriptions for the positions are provided in the sign ups.

Why do we have to work a shift if my child is not swimming? Hosting meets is the primary way our team raises money to continue operating at a low cost. This is a substantial portion of our budget. IF WE CAN'T STAFF MEETS, WE CAN'T HOST MEETS and fees will go up substantially.

Timing System and Computer Operator/Meet Manager - These are TRAINED positions, that cannot be signed up for. If you are interested in training for these positions, please email Coach..

Meet Officials - These are TRAINED positions that we are required to be at ALL meets. The GBY Swim Team will pay for officiating classes, HOWEVER, you are expected to be on deck officiating meets if you are certified through the team funds.

GBY Swim Parents Forum - Please join our parent page on Facebook! It's a great place to ask questions, share information, share exciting swimmer pictures and achievements, and a lot more! Let's build our GBY parent community to be as strong as our swimmers!

Greater Green Bay YMCA Swim Team - Please check out our public page on Facebook. This page will be utilized much more in the coming months so be sure to "Follow" the page! The link is also on the upper left corner of the TeamUnify website.

All Parent Meetings - All Parent Meetings will be held routinely throughout the year. These meetings will be used to welcome new swimmers and parents to the team, share important information, get to know each other, etc. These may be held in-person and/or virtually.

Parent Committee - This is a group of parent volunteers with Sub-Committee assignments. It is sometimes referred to as the Parent Group. Meetings are held the first Monday of each month at 7:00 p.m. at the Ferguson YMCA (380 Broadview Dr., Green Bay, WI). The focus of these meetings is swim team business. All parents are invited to attend virtually to listen and ask questions after. Minutes from the Parent Committee Meetings are posted on TeamUnify under "Parent Info". You must be signed into your TeamUnify account to see the minutes. This will keep you up to date if you're interested!

We are always open to ideas to make the GBY Swim Team the best team around! Please feel free to contact Coach or any Parent Committee volunteer to share your ideas.

Parent Committee Positions

Name	Position	Email
Kira Budzban	Meets	kirabudzban@gmail.com

Nicole Querio		nicole.querio@gmail.com
Tressa Weber Sara Hermsen	Social & Apparel	tressa222@gmail.com sdimarco@new.rr.com
Steve Querio (temporary)	Marketing	steve.querio@gmail.com
Sara Hermsen Tressa Weber	Banquet Awards	sdimarco@new.rr.com tressa222@gmail.com
Brian Zimmerman Steve Querio	Equipment	zimmermanbrianl@gmail.com steve.querio@gmail.com
Jeff Hermsen	Food	hermsj60@hotmail.com
Kayla Wiltzius	Coach	kayla.wiltzius@greenbayymca.org
Dave Korst	YMCA representative	dkorst@new.rr.com

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