

TOWN OF TONAWANDA

TITANS SWIM CLUB

2018-2019 HANDBOOK

Welcome to the Town of Tonawanda Titans!

We hope that you find this handbook to be a useful tool. Please take the time to thoroughly read the handbook, making sure you fully understand all that is required of Titans membership. **The Registration Form at the end of this packet must be completely filled out and returned to your coach prior to the start of the season and BEFORE the swimmer is allowed to practice.**

A valid email address is required for each family account. The team does most of its business through email such as practice/meet notification and billing. Swimmers and guardians must go over the code of conduct and sign off indicating that they understand the rules. This Team Registration package will now be required annually to be sure we have the most up to date information on each swimmer. The USA Registration swimmer form is also required on an annual basis.

NOTE: if your swimmer has had previous USA Swimming membership with any other team prior to joining the Titans, the Transfer form is required, regardless of the time lapsed from your participation with any other team.

If at any time you have questions, comments or concerns please feel free to contact any board member or coach. Primary contacts for certain items are below (all contact emails are listed on the following page):

Billing:	Scott Vanderzell
Level Progressions:	Tim Bennett
Practices:	Scott Vanderzell/Tim Bennett
Volunteering:	Michael Griffin
Donations:	Michael Griffin
Outfitting/Apparel:	Kate Hesch/Michael Griffin
Meet Entries:	Scott Vanderzell
Board Positions:	Michael Griffin

In addition, the following board members are veteran Titan parents, and have offered to field phone calls at any time for those more immediate questions or concerns:

Kate Hesch	374-3770
Joan Cavanaugh	510-9193
Susan Morrissey	238-1968

See you at the pool!

CONTACT INFORMATION

COACHES

Head Coach/ Coordinating Coach (L7-L8) Age Group Coordinator/ Coordinating Coach (L3-L6) Coach (L4-L6) Coach (SD/L1) Coach (SD/L1/L2) Coach (L3-L5) Coach (L 7/8) Coach (SD/L1/L2) Coach (L3 & L5) Coach (L7/8) Coach (L4 & L6) Coach (L3 & L5) Coach (SD/L1) Strength and Conditioning	Scott Vanderzell Tim Bennett Rebecca Anthone Emily Augugliaro Clare Battaglia Sarah DiMayo Tommy Kirch Lara MacDonald Greg Staebell Marissa Watroba Joe Wilkie	scottvanderzell@gmail.com tmbennett1@roadrunner.com ranthone1017@gmail.com augugliaroemily@gmail.com battac30@dyc.edu sarahdimayo@gmail.com tkirch24@gmail.com macdonla01@mail.buffalostate.edu gjstaeb@gmail.com watrobam@my.canisius.edu wilkiej@canisius.edu
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BOARD OF DIRECTORS

President	Michael Griffin	mgriffin81@gmail.com
Co-Vice-President	Kate Hesch	klhesch@verizon.net
Co-Vice President	Ashlie Marcyan	ashmarcyan@hotmail.com
Secretary	Joanie Cavanaugh	joaniecav@verizon.net
Treasurer	John Connerton	connertonz@aol.com
Board Member	Mona Bargnesi	jmbargnesi@verizon.net
Board Member	Bob Lorenz	Bob.lorenz02@gmail.com
Board Member	Ellie Malkiewicz	paniclucy@verizon.net
Board Member	Susan Morrissey	smorrissey1@roadrunner.com
Board Member	Tracy Rosenhahn	michaelandtracy@verizon.net
Board Member	Rachael Rossitto	rrossitto@ecmc.edu
Board Member		

CLUB BASICS

Levels and Dues

The Titans club is divided into 9 levels to ensure our swimmers are getting the most appropriate technique work, training, and challenges for their age and ability. The general levels guidelines are listed in detail on the team website (group progressions under parents tab) but ultimately it falls to the coaches working with the swimmers to assess swimmer progress. Coaches discuss swimmer progress at coaches meetings monthly, and are focused on providing the absolute best environment for the swimmers on the team. There are two major level moves in fall and spring that coincide with the swimming seasons, with another smaller level move in winter. During these major/minor moves, we attempt to balance the levels to make sure that each child is appropriately placed. Occasionally, we find that a child may have different needs than the current level that they are attending. In those cases the coach will discuss this with the child and parents and come to a placement decision.

Stroke Development: Shallow and deep water orientation, introduction to front and back crawl, width work, and attempt at one length front and back crawl. Practice available three days per week. Dues: \$520/year (Discounted dues if paid in full by 8/31: \$495)

Level 1: Work on coordination of Breaststroke. Work on starts and turns. May compete in several easy meets during the year. Practice available three days per week. Dues: \$520/year (Discounted dues if paid in full by 8/31: \$495)

Level 2: Goal is to learn butterfly and improve the other competitive strokes. Emphasis is on stroke improvement and beginning to building endurance. Limited work on practicing 1 and 2 length(s) of the pool. Practice available four days per week. Dues: \$690/year (Discounted dues if paid in full by 8/31: \$655)

Level 3: For swimmers with increased endurance, who have refined their skills beyond an intermediate level to the "swimmer" level. Practice available four days per week. Dues: \$710/year (Discounted dues if paid in full by 8/31: \$675)

Level 4: For swimmers with increased endurance, who have refined their skills beyond an intermediate level to the "swimmer" level. Practice available four days per week. Dues: \$710/year (Discounted dues if paid in full by 8/31: \$675)

Level 5: For swimmers who have achieved an increased level of endurance and competence in the four competitive strokes. Practice available five days per week. Dues: \$800/year (Discounted dues if paid in full by 8/31: \$760)

Level 6: For swimmers who have achieved an increased level of endurance and competence in the four competitive strokes. Practice available five days per week. Dues: \$815/year (Discounted dues if paid in full by 8/31: \$775)

Level 7: Ability and commitment must be shown, and swimmers must be at least 13 years old. Practice available six days per week. Weight room available three days per week. Dues: \$930/year (Discounted dues if paid in full by 8/31: \$885)

Level 8: Ability and commitment must be shown, and swimmers must be at least 13 years old. Practice available six days per week. Weight room available three days per week. Dues: \$930/year (Discounted dues if paid in full by 8/31: \$885)

In addition to Dues, there is a **\$72/year USA Swimming fee** for each swimmer (all levels)

Family Discounts

3 Swimmer families will receive a discount of 20%

4 Swimmer families will receive a discount of 25%

5+ Swimmer families will receive a discount of 30%

Club Membership Policies & Dues Structure

All swimmers join for the duration of the season, which runs from September to August. Dues will be prorated monthly for new swimmers joining after September 1st of the applicable season provided that the swimmer has never previously been part of the Titans club. The USA Swimming Fee is due regardless of when the swimmer joins the club. Dues for the year are set at the beginning of the season (or when the swimmer starts with the Titans in the event he or she joins after the season starts) and will be increased pro rata in the event that a swimmer changes levels prior to January 1 of the season. Should you decide to terminate your participation with the Titans prior to the end of the swim year, the unused portion of the annual dues is nonrefundable and any outstanding dues and entry or relay fees are considered an obligation to the Titans and are due upon termination of your participation.

Dues paid in full by August 31st will receive a 5% discount off of the annual membership dues rate for the applicable level, as indicated in the discounted rates reflected above. To receive the discounted rate, Dues must be paid to on or before the 31st.

Dues may also be paid in three electronic payments according to the following schedule:

1st installment September 1st -34% + USA Swimming Fee (\$72)

2nd installment November 1st -33%

3rd installment February 1st -33%

Our installment payment plan is for our families' convenience and is not a mechanism for partial year membership. ALL families must set up automatic payments via the Titans' website. There are NO EXCEPTIONS to this policy.

All members have full access to the Titan website. Your account balance can be viewed on the Titans' website at any time.

A Town of Tonawanda Aquatic and Fitness Center (AFC) Membership is required for Level 2-8 swimmers in order to practice at the AFC. AFC Membership rates are controlled by the Town of Tonawanda, and are subject to change without notice. Current rates are available at the front desk of the AFC.

Please be aware that Niagara Swimming and USA Swimming provide an Outreach Program for families that can demonstrate financial need. Please check the Niagara and USA Swimming websites for more information and an application.

Practices

We are fortunate to have the use of the Town of Tonawanda facilities including the pools at the Aquatic and Fitness Center, Kenmore West High School, Kenmore East High School, Franklin Middle School, Brighton Park and Lincoln Park. This allows us to divide our levels more strategically to keep the coach to swimmer ratios at a low level, and allows us to hold practices at multiple locations at similar times. Practice Schedules are available on our website, and vary slightly by season. Practice Schedules are subject to change at any time due to pool availability. Last minute practice changes do occur from time to time, especially at our High School and Middle School pool practice locations. Please check your email and the Titan website regularly, especially during the winter months with the inclement weather. Parents

must accompany the swimmers into the pool area to check that the practice has not been cancelled unexpectedly.

Questions and Concerns

If you have a question or concern regarding your swimmer, the club or the coaching staff, please speak to or email your level coach, Coach Scott, or any board member. We will do our best to answer all questions and resolve all issues in a timely manner. Open communication between parents and coaches will lead to a more positive environment for the swimmers. Please refrain from speaking with coaches during practice, when our coaches are concentrating on the swimmers.

Meet Participation & Entries

The Titans participate in two swim seasons:

Short Course Season runs September thru March
("Short" refers to a pool length of 25 yards)

Long Course Season runs April thru Mid-August
("Long" refers to a pool length of 50 meters)

Meet entry information and deadlines are distributed via email. Meet entry forms and Meet Information can also be printed off the Titan website. If you are unsure if your child is ready to swim in a meet ask your level coach. If asked, Level coaches will also assist in completing the Meet Entry Form to better place your swimmer in the appropriate events that match their age and level of ability. Forms can be turned in to your level coach or mailed to Head Coach Scott Vanderzell, whose address is on the Meet Entry Form. The cost of events is also explained on each Meet Entry Form and will vary by meet. Checks are to be made payable to the Town of Tonawanda Titans Swim Club. Note that payment for individual events must be turned in with the Meet Entry Form in order for entries to be processed.

Swimmers may be entered in relays unless parents check "no" for relay availability on the Meet Entry Form. Once the coaches have entered a relay, the swimmer is committed financially for his or her portion of the relay cost. Scratched relays due to the absence of a swimmer (unless excused medically), will result in that swimmer being charged for the entire cost of the relay. Note that relay fees are NOT paid when entering the meet, but are billed to each swimmer

after the applicable season (short course or long course). If the relay bill is not paid in a timely manner, a swimmer may be denied entry to further meets and will be charged a late fee.

Participation in meets is encouraged, particularly for our own meets.

Titans Hosted Swim Meets

- Halloween Meet (typically late October)
- Holiday Meet (typically last weekend in December)
- Niagara District Championship Qualifier (second to last weekend in February)
- Natalie Lewis Spring Invitational (typically early-mid May)
- Balloon Meets (for SD, L1 and L2) (typically December and end of season)
- End of Summer Swim for Time (early August)

Volunteer Opportunities

The Titans feel strongly about giving back and we offer multiple opportunities for community involvement. Below are a few of the organizations that have benefited from recent Titan volunteer opportunities. Keep an eye on your email for future opportunities.

- Town of Tonawanda 5K run
- Carly's Crossing
- Food Bank of WNY
- Ronald McDonald House
- Turkey Trot

Family Participation Policy

Parental assistance is a crucial aspect in the development of a cohesive team environment, as well as a major contributor to both our athletes' success and the financial success of our team. As such, the Titans Board of Directors has developed a Family Participation Policy to encourage the involvement of athletes' families in the support of our team. All Titans families need to support our team: our children/our athletes and our coaches. The goal of this Family Participation Plan is to foster a close-knit swimming community, ensure that the Titans' needs are met and that all families participate. You might even have some FUN!

Please be aware that failure to meet your Family Participation Requirements WILL result in your account being charged for missed sessions. We do NOT want to institute

a policy where families pay volunteer time up front and “earn” money back, but we are mindful that participation is essential to our club. PLEASE help us to avoid charging accounts and/or changing our policy by meeting your Family Participation Requirement.

Family Participation Requirements:

Stroke Development and Level 1: Families with swimmers in stroke development and level 1 are asked to assist in preparations for Titans hosted meets by donating food or volunteering time. If a swimmer is moved to Level 2 prior to January 15th of the swim season, the level 2-8 participation requirements will apply but will be prorated for the remainder of the current year (ie: 2 sessions will be required for 1 swimmer, 3 sessions will be required for 2 or more swimmers).

Levels 2 through 8:

- Families with (1) swimmer are required to work (4) sessions (approx. 4 hours per session) at Titans Hosted Meets for each swim year.
- Families with (2) or more swimmers are required to work (6) sessions (approx. 4 hours per session) at Titans Hosted Meets for each swim year.
- **A fee of \$100.00 per session will be assessed to your account should you fail to meet your volunteer requirements.**

Parents are able to volunteer for event jobs and food donations for Titans Hosted Meets on the Titans website. Email reminders will be sent encouraging families to sign up. The Titans Volunteer Coordinator will record family service and update requirements met, and the Titans website will show updates (see the “service hours” tab under the “my account”/“my invoice payment” section of the website). Without parental involvement, we cannot host a successful swim meet!

Officials

If you are interested in becoming an official, please contact a coach or board member who will be able to notify you of upcoming clinics for new official training. The Niagara District periodically holds classes during the year for those interested in officiating. Becoming a certified official involves attending one of those initial classes, taking an open book test at home or online, and serving as an apprentice at a meet for at least 4 sessions. Once certified, any Titans official working during a Titans hosted meet will earn a credit of \$20 per session towards family dues.

Outfitting/Equipment

Check out our new online apparel store on the website, and visit the apparel sales at Titan hosted meets! Please note that levels 4, 5, 6, 7 and 8 are required to purchase fins, and levels 6, 7 and 8 are required to purchase paddles. Please talk with Coach Scott with questions about paddle sizes. Paddles and fins are available for purchase at our online store.

Team swimsuits may be purchased through our vendor, The Deep End, at thedeependonline.com. To access the Titans Swimming "Locker Room" to see the suit options and make a purchase, go to the Deep End website, click on the Team Tab (top left), and enter the User Name and Password.

Our Username: TonawandaTitans

Password: titans8

If you have any questions regarding online ordering, please email swim@thedeependonline.com. You can also call The Deep End about ordering concerns at 585-298-1161.

Please note that our Titans team has a Speedo contract; therefore all of the suits that Titans swimmers wear at swim meets must be Speedo suits, whether they are the team suits or not.

Trial Period for New Titans Swimmers

Swimmers new to the Titans are offered a 2 week trial period free of charge. Your swimmer will be placed by a Titans coach in the appropriate level prior to the trial period. At the placement, we will collect a fully completed Titans registration form, a USA Swimming registration form and a check for \$90 made payable to the Titans covering USA Swimming insurance for the trial period. If your swimmer does not have interest in continuing with the Titans after the trial period, your check will be returned to you. If your swimmer continues with the Titans, the check will be deposited and applied to membership dues. Any remaining Dues will be due at the end of the trial period.

Code of Conduct

The Titans have adopted the USA SWIMMING CODE OF CONDUCT. We are extremely fortunate to have use of the Town of Tonawanda facilities. To maintain our ability to use these facilities, we must strictly enforce the USA Swimming Code of Conduct, and our own Titans Code of Conduct, below. Remember – we are guests at all facilities that we use!

All swimmers and members of the Titans shall:

1. Show respect and common courtesy for others and the property of others.
2. Comply with all team rules.
3. Leave all facilities in a neat and clean condition after use.
4. Demonstrate good sportsmanship at all times.
5. Respect and follow directions of the coaches.
6. Have Fun!

No swimmer, parent, member or guest of the Titans shall:

1. Use or possess any illegal substance.
2. Exhibit destructive behavior, including stealing and vandalism.
3. Behave in an unruly or inappropriate way.
4. Use inappropriate language (i.e.: swearing or derogatory comments).
5. Bully or isolate any person (for more information regarding bullying please

refer to the USA Swimming anti-bullying policy which has been adopted by the Titans).

Parents of Titans swimmers shall:

1. Support your swimmer by getting them to practices and meets on time.
2. Respect coaches, and not interfere with coaching in any way.
3. Address concerns with the appropriate coach or board member in private.
4. Show respect and common courtesy for others and the property of others.