Raleigh Swimming Association

www.swimrsa.org

Over sixty years of aquatic excellence...

Member Handbook

2023-2024

Welcome to Raleigh Swimming Association.

Raleigh Swimming Association's (RSA's) mission is to provide affordable, exceptional aquatic programming for all ages and abilities, tailored to the needs of the individual, in a safe, healthy, positive environment that fosters athletic excellence, positive self-esteem, good sportsmanship, teamwork, and leadership, enabling athletes to develop a skillset for lifelong achievement.

RSA is a 501 (c) (3) non-profit organization providing aquatic programming for all ages with an emphasis on programming for athletes between the ages of three and eighteen years old.

RSA's flagship program, the swim team, was founded in 1960. Our technique-based program is designed to promote stroke efficiency and speed. In addition, we employ the highest caliber coaching staff committed to providing a safe, healthy, positive environment that fosters good sportsmanship, teamwork, and leadership.

At RSA, we teach and develop the four competitive strokes and emphasize the importance of streamlining, kicking, body position and body awareness. RSA's program is designed to give each athlete the opportunity to excel, the confidence to succeed and the chance to swim in college.

We are more than just a swim team. Our organization is a place where swimming is the medium through which swimmers are molded, friendships are fostered, character is nurtured and dreams come true. Welcome to the RSA vision.

Organization Contact Information

RSA Business Office	(919) 859-4881
RSA Accounts/Billing	<u>billing@swimrsa.org</u>
Laura Hubbard, Executive Director Elliot Hunt, Operations Manager Tonya Koonce-Daniels, Swim Team Administ	tonya.koonce-daniels@swimrsa.org
Wahoo Swim Academy Claire Watts, Lesson Coordinator	wsa@swimrsa.org claire.watts@swimrsa.org
Volunteer Interest	volunteers@swimrsa.org

RSA Swim Team Coaching Staff and Office Hours

The coaching staff at RSA boasts a wide breadth of experience, a strong commitment to helping young studentathletes grow and a genuine passion for the sport of swimming.

Brent St. Pierre, Head Coach	brent.stpierre@swimrsa.org
Office Hours: 2:00pm-3:00pm M,T, H	Practice Groups: All
Megan Onstott, Head Age Group Coach	megan.onstott@swimrsa.org
Office Hours: 3:00pm-4:00pm M, W	Practice Groups: PreSenior and Wahoo
Elliot Hunt, Operations Manager	elliot.hunt@swimrsa.org
Office Hours: Upon Request	Practice Groups: Seahorse, SeaStar, and Tarpon
Amy Hess, Head Developmental Coach	amy.hess@swimrsa.org
Office Hours: Upon Request	Practice Groups: Mackerel and Nova
John Hinton, Site Lead for the Bluffs	john.hinton@swimrsa.org
Office Hours: 2:00pm-3:00pm T, H	Practice Groups: All Bluffs Groups
Jenni Martin, Dryland Coach	jenni.martin@swimrsa.org
Office Hours: Upon Request	Practice Groups: All Practice Groups With Dryland
Emma Brown, Lead/Assistant Coach	emma.brown@swimrsa.org
Office Hours: Upon Request	Practice Groups: Bluegill and Redtail
David Cairns, Lead Coach	david.cairns@swimrsa.org
Office Hours: Upon Request	Practice Groups: Blackfin 1, Dolphin, Jack 1, Jack 2, and Mako
Kristy Lai-Harris Lead/Assistant Coach	kristy.lai-harris@swimrsa.org
Office Hours: Upon Request	Practice Groups: Cobia and Senior Silver
Elijah Horman Lead/Assistant Coach	elijah.horman@swimrsa.org
Office Hours: Upon Request	Practice Groups: Minnow
Susan Pearson, Lead/Assistant Coach	susan.pearson@swimrsa.org
Office Hours: Upon Request	Practice Groups: All Tarpon Groups
Jacob Cole, Assistant Coach	jacob.cole@swimrsa.org

Board of Directors

There are nine volunteer board members, including four officers. All board members are parents of athletes on the RSA swim team.

Cameron Moccari, President	<u>cameron.moccari@swimrsa.org</u>
Ryan Brumback, Vice President	ryan.brumback@swimrsa.org
Jeremy Dott, Treasurer	jeremy.dott@swimrsa.org
Mary Holloway, Secretary	<u>mary.holloway@swimrsa.org</u>
Tom Boyle	<u>tom.boyle@swimrsa.org</u>
Mike Kondratick	mike.kondratick@swimrsa.org
Andy Lansdowne	<u>andy.lansdowne@swimrsa.org</u>
Keith Shearin	<u>keith.shearin@swimrsa.org</u>

Board Meetings are held the third Tuesday of the month at 7:30pm unless otherwise noted. The dates are posted on the Parents tab on the website under Board Meetings and may be accessed via this link: https://www.gomotionapp.com/team/ncrsa/page/parents.

Holidays

Business Office Holidays:

- Labor Day
- Thanksgiving Holiday: 11/22/23-11/26/23
- Winter Break: 12/23/22-1/02/24
- Martin Luther King Day
- Spring Break: 3/25/24-3/31/24
- Memorial Day
- Independence Day
- Summer Break: 8/05/24-8/18/24

Swim Team Holidays:

- Labor Day
- Thanksgiving Day and the Friday after Thanksgiving
- December 24th through December 26th
- December 31st through January 2nd
- Martin Luther King Day
- Spring Break: 3/25/24-3/31/24
- Memorial Day
- Independence Day
- Summer Break, 8/05/24-8/29/24

Masters Swim Team Holidays:

- Labor Day
- Thanksgiving Day and the Friday after Thanksgiving
- December 24th through December 26th
- December 31st through January 2nd
- Martin Luther King Day
- Spring Break: 3/25/24-3/31/24
- Memorial Day
- Independence Day
- Summer Break, 8/05/24-8/18/24

Wahoo Swim Academy Holidays:

- Labor Day
- Thanksgiving Holiday: 11/22/23-11/26/23
- Winter Break: 12/23/22-1/02/24
- Martin Luther King Day
- Spring Break: 3/25/24-3/31/24
- Memorial Day
- Independence Day: 7/01/24-7/07/24
- Summer Break: 8/05/24-8/18/24

Note Wahoo Swim Academy is closed on Fridays.

USA Swimming

RSA is a USA Swimming member club. Therefore, RSA requires all members of the swim team to be registered with USA Swimming. The athlete's family is responsible for ensuring the athlete is registered with USA Swimming and for the cost of the registration, currently \$81.00 per athlete.

All RSA athletes are responsible for reading and being familiar with the <u>Minor Athlete Abuse Prevention Policy</u> (<u>MAAPP</u>). All athletes are required to comply with MAAPP, the <u>USA Swimming Code of Conduct</u> and all RSA Policies and Procedures.

Team Sponsor and Team Dealer Benefits

Team Sponsor:

Our team sponsor is **arena**. **arena** offers significant discounts to RSA families through our team dealer, as well as fittings for technical suits, equipment for our facility, and outfitting for RSA's staff. **arena** also offers special incentives for our Futures and National Meet qualifiers.

arena benefits, provided through our team dealer, include:

- 20% off your arena team suit
- 20% off your arena training equipment
- 20% off arena team backpacks

- 20% off arena team warmups
- 15% off arena Powerskin ST 2.0 suits
- 25% off arena Carbon Racing suits for Age Group Champs qualifiers
- 20% off arena Powerskin ST 2.0 for Age Group Champs qualifiers
- 35% off all arena racing suits for Sectionals qualifiers
- 40% off all arena racing suits for Futures, Juniors and Nationals qualifiers

Note purchases through arenasport.com do not qualify for these discounts. Discounts are available exclusively through Augusta Swim Supply, online, by phone, or in store (Greensboro Aquatic Center).

All athletes are expected to wear **arena** products at swim meets.

Team Dealer:

Augusta Swim Supply is RSA's team dealer. Augusta offers an online store through our website. The online store may be accessed via the Gear tab on our homepage or via this link:

https://www.augustaswimsupply.com/teams.cfm . The username is RSA and the password is 1234. (The member must be logged into the member account to access the Gear tab.) The online store offers the opportunity to shop and have an item delivered to your home. Augusta may also be reached via phone at 888-799-SWIM.

Please note the store at the Greensboro Aquatic Center is owned by Augusta and will honor RSA's team dealer discounts.

RSA's team dealer offers special discounts through the team sponsor, arena, that are unique to Augusta.

Practice Group Placement Philosophy

Many factors influence group placement: some can easily be explained, while others may be influenced by coaching instinct or experience. Clearly communicating our philosophy for practice group placement enables a better understanding of the decisions that determine placement. RSA strives to place each individual in the group that best fits the athlete's skill set and age. Practice group placement is not an indication of a coach's belief about the athlete's future success. RSA prioritizes each athlete's individual needs and an athlete develops at a unique rate; therefore, athletes in some lower level groups are sometimes faster than those in higher level groups. Overlap always exists.

Upward group movement is not meant to be a reward, but rather a next step in development. Additionally, fall group placement does not dictate an athlete's group placement for the entire year. Coaches are continuously evaluating their athletes and will move them based on the best interests of the athletes. **The coaching staff has the final discretion regarding an athlete's practice group placement**.

Some of the important factors driving practice group placement are:

- Training Ability and Technique
 - Does the athlete practice at the same level as the athlete races?
 - Does the athlete make the technical changes requested by the coach?
- Leadership
 - Are the athlete's actions positively influencing others in the group?

- Commitment
 - How frequently does your athlete attend practice?
 - How frequently does your athlete participate in meets?
 - How is swimming prioritized as a sport?
- Maturity
 - How old is the athlete?
 - o Is the athlete emotionally ready for the next level of training?
 - Is the athlete physically ready for the next level of training?
 - How well does the athlete deal with change?
- Meet Results
 - How do the athlete's results translate to training needs?
 - How do the athlete's results translate to meet qualifications?
- Group Size
 - What is the maximum number of athletes allowed in a practice group to ensure appropriate lane space and the ability to effectively coach the athletes under the caveat of ensuring internal movement is allowed for developing athletes?

RSA realizes that changes in practice groups can impact family routines. Practice group moves can affect schedules, carpools, team dues, coaches and expectations. Hopefully, the Practice Group Placement Philosophy provides information to aid families in anticipating practice group movement and the factors determining when a move will occur. The coaching staff makes every effort to provide considerable advance notice of any upcoming practice group placement changes.

Move-Up Criteria

Move-Up Criteria may be found on the Parents page of the RSA website under Move-Up Criteria via the following link: <u>https://www.gomotionapp.com/team/ncrsa/page/parents</u>. Please note members must be logged into their accounts to access the Parents page.

Dryland Training

An integral part of an athlete's training, dryland training takes place on dry land, outside of the water. Dryland training is designed to complement water practices, to build on the in-water skills focus at any given time. In addition, dryland training employs targeted strength and conditioning exercises to increase flexibility, mobility, and strength with the added benefit of reducing the risk injury.

At RSA, the coaching staff, led by Coach Jenni, builds a targeted plan for each practice group. Outside the pool, especially for the younger athletes, multi-sport play augments strength and conditioning. Examples of these sports include:

- Ballet/dance
- BMX
- Gymnastics
- Jumping rope
- Pilates and/or yoga
- Running
- Skateboarding
- Soccer

For the very young athlete, dryland practice is more fun than training, but teaches the concept of an augmentation to pool (in-water) training. For young athletes, dryland training teaches body awareness, builds coordination and increases strength. For older athletes, the ultimate goal is to increase speed and stroke rate, improve distance per stroke and become more explosive off the block and off the walls at the turn.

Athlete Service

Each athlete is expected to participate in at least one RSA service activity (for example, one of RSA's food drives). Athletes in the Barracuda, Cobia, Mackerel, PreSenior, Senior Gold, Senior Onyx, and Senior Silver practice groups are expected to participate in **an additional facility service activity**.

Financial Information

Enrollment

The enrollment fee is per athlete and is **not refundable**.

If your athlete is transferring from another team, please complete the transfer information in your athlete's USA Swimming account.

All memberships are subject to approval by the Board of Directors.

Monthly Dues

Dues are assessed on a monthly basis and payable eleven months of the year. RSA offers discounts for siblings. For example, if a family has four athletes, the lowest of the athletes' dues receives a 35% reduction, the third lowest receives a 25% reduction, the second lowest receives a 15% due reduction, and the first child must be paid in full.

For clarification: If a family has a SeaStar athlete, a Nova athlete, a Dolphin athlete, and a Barracuda athlete,

- the Barracuda dues will be paid at 100%,
- the Dolphin dues will be paid at 85% and
- the Nova dues will be paid at 75% and
- the SeaStar dues will be paid at 65%.

Please note the sibling discount does not apply to Tarpon athletes. The sibling discount applies to siblings only.

Members have the option of paying the annual dues in full for a 5% discount if paid by October 15th. Upfront dues must be paid via check or cash. Please note that in the event of early withdrawal, **dues paid in advance are not refundable.** Please contact <u>billing@swimrsa.org</u> to take advantage of the dues discount.

The 2023-2024 Dues Schedule may be found under Swim Team Enrollment on the website or via the following link: <u>https://www.gomotionapp.com/ncrsa/UserFiles/Image/QuickUpload/rsa2023-2024dues_063887.pdf</u>.

Note the 1st child is determined by the highest dues.

Note there is no multiple-athlete discount for Tarpon athletes. Note monthly commitment athletes may select the months they swim. Note the fourth child receives a discount of 35% off monthly dues.

Monthly Payment

The monthly payment includes monthly dues, meet entry fees and ancillary charges (for example, apparel or dinners). Invoices process on the first of each month via a third party (TeamUnify SportsEngine). Billing summaries are available in the member account under Billing Summaries. Dues are invoiced September through July.

Dues and other fees billed in the monthly invoice must be paid via an electronic payment method. RSA offers credit card processing through TeamUnify SportsEngine, as well as ACH (bank draft). For each credit card transaction, TeamUnify SportsEngine charges a fee of 2.95% of the balance + \$0.30. For ACH transactions, there is a \$1.25 third party fee per transaction.

If invoices have processed for the current month at the time of registration, prorated dues charges for the registration month will be applied to the account for processing in the next invoice.

Dues are prorated according to the following schedule:

Registration between the 1^{st} and the 7^{th} of the month:	100% monthly dues due for the registration month
Registration between the 8^{th} and the 14 th of the month:	75% monthly dues due for the registration month
Registration between the 15 th and the 21 st of the month:	50% monthly dues due for the registration month
Registration between the 22 nd and the end of the month:	25% monthly dues due for the registration month

Enrollment fees must be paid via credit card through the TeamUnify portal. Returning members, please note any unpaid balance will be charged to the credit card at the time of enrollment. In addition, credits will be applied to the balance when the enrollment processes.

Fees In Addition to Dues

Entry Fees:

Meet entry fees are included in the monthly inovice if an athlete is entered in a swim meet. If an athlete is entered in a meet (committed via TeamUnify), the athlete must withdraw (scratch) from the meet by the entry deadline via TeamUnify (swimrsa.org) to avoid being charged meet entry fees. If the athlete does not withdraw from the meet prior to the published deadline, the athlete's account will be billed for the entry fees even if the athlete was sick or injured prior to the meet.

Travel Meet Fees:

Travel meets are meets that athletes attend with the coaching staff and chaperones. Although parents may attend, the athletes travel with the staff, stay in accommodations selected by the staff, and eat all meals with teammates and staff. Travel is typically by coach bus, but may involve airfare depending upon the meet location. Although travel meets have meet entry fees, additional costs apply. Once an athlete commits to a travel meet and pays the required deposit, the family will be billed for the travel meet, regardless if plans change later.

RSA develops budgets for travel meets, making every effort to provide an estimate of the costs of the travel meet at least sixty (60) days in advance of the meet.

RSA offers two travel meets for athletes thirteen years old and older: a meet in Christiansburg, VA in mid-November and a meet in Jacksonville, FL in June. RSA offers one travel meet for athletes twelve years old and younger (minimum age of nine years and Dolphin practice group) in Christiansburg, VA in late April/early May.

Facility Maintenance Fee:

To offset the costs of maintaining practice facilities, each athlete is charged a monthly facility maintenance fee of \$10.00. The fee is not charged to monthly athletes during leave months. Note Tarpon athletes are excluded from the Facility Maintenance Fee requirement.

Late Fees:

The total balance reflected on the monthly invoice is due on the 1^{st} of the month and is past due after the 5^{th} of the month. This balance includes dues and all other fees included in the unpaid balance. A late fee of \$25.00 will be assessed on past due accounts. A late fee of \$100.00 will be assessed monthly if the account is sixty (60) days or more past due.

Meet registration and ancillary charges to accounts will be denied to accounts more than thirty days in arrears. For accounts sixty days or more in arrears, athletes will not be allowed to participate in any part of the program including swim practice, swim meets or other team activities.

National Meet Benefits

RSA provides benefits to athletes who achieve national meet standards (Summer Juniors, Winter Juniors, Nationals, etc.) to assist families with the significantly higher expenses associated with national level meets. Those benefits include:

- Reimbursement for airfare
- Reimbursement for lodging at a maximum of \$200.00/day
- Gratis meet fees

The maximum benefit for the swim year (September through August) is \$2,000.00.

RSA will reimburse one half of the airfare costs for relay-only swimmers for a maximum benefit of \$500.00 for the swim year (September through August).

Dues Reduction

RSA offers a Dues Reduction Program to enable members to volunteer at various venues and/or to refer a friend or family member to RSA and receive credits to reduce monthly dues.

Swim Team Referral Program

RSA offers a referral credit for members who refer new members. If a member family refers a new family to RSA and that family joins the swim team, the referring family will receive a one-time credit toward their dues of \$50.00 per family referred. Please be mindful that group caps may impact referrals. Families being referred should contact <u>eval@swimrsa.org</u> to set up an evaluation and note the referring family on the evaluation form.

Dues Reduction Venues

RSA participates in additional dues reduction opportunities, including volunteering at PNC events, NC State events, and North Carolina Museum of Art events. If you are interested in participating in dues reduction, please contact our Dues Reduction Coordinator at <u>duesreduction@swimrsa.org</u>.

Early Withdrawal and Leave

Annual Commitment:

An annual commitment athlete who wishes to withdraw prior to the end of the swim year must provide a written Early Withdrawal notice to <u>billing@swimrsa.org</u> by the 20th of the month for which the member family wishes the withdrawal to be processed. RSA's swim year ends in August (dues are charged September through July). The athlete may not practice with the swim team after the date of the notice.

If the athlete is in the Nova or Dolphin practice group, dues for the following month, as well as any additional fees, including uncharged meet fees and any account balance, must be paid in full to fulfill the member's financial commitment to RSA.

For athletes in all other annual commitment groups, the lesser of two (2) months of dues or the dues remaining for the swimming year (dues through July), as well as any additional fees, including uncharged meet fees and any account balance, must be paid in full to fulfill the member's financial commitment to RSA. *If the athlete rejoins RSA within six (6) months of withdrawal, one (1) of the two (2) months of withdrawal penalty dues will be credited to the member's account.*

Example 1: Joe Smith sends an email regarding his **Nova athlete**, Sam, to <u>billing@swimrsa.org</u> on May 17thth expressing the desire to execute an early withdrawal from the **Nova** group. The Smith family owes \$76.00 for ancillary fees billed since the last invoice, in addition to meet fees of \$42.00 not reflected on the account yet due to a meet the previous weekend. Nova dues for June are \$181.00. Nova dues for May have already been paid. The Smith family will owe \$76 + \$42 + \$181 = \$299 to withdraw from the program. **Sam will not be able to swim with RSA as of the date of the withdrawal notice.**

Example 2: Sally Jones sends an email regarding her **PreSenior athlete**, Suzie, to <u>billing@swimrsa.org</u> on May 17thth expressing the desire to execute an early withdrawal from the **PreSenior** group. The Jones family owes \$76.00 for ancillary fees billed since the last invoice, in addition to meet fees of \$42.00 not reflected on the account yet due to a meet the previous weekend. PreSenior dues are \$290.00 monthly; PreSenior dues for May have already been paid. As the lesser of two months' dues or the balance for the year is two months, the dues portion of the final payment will be \$580.00. The Jones family will owe \$76 + \$42 + \$580= \$698 to withdraw from the program. Suzie will not be able to swim with RSA as of the date of the withdrawal notice.

Monthly Commitment:

For monthly commitment athletes who want to 'suspend' or 'take a leave,' but will be returning in the current swim year, a written notice of leave must be provided to <u>billing@swimrsa.org</u> by the 20th of the month for the leave to be processed for that month. Any fees, including uncharged meet fees, and any account balance, must be paid in full to fulfill the member's current financial commitment to RSA. The athlete must also send a written return notification to <u>billing@swimrsa.org</u> by the 20th of the month of return.

A monthly commitment athlete who wishes to withdraw prior to the end of the swim year must provide a written Early Withdrawal notice to <u>billing@swimrsa.org</u> _by the 20th of the month for which the member

family wishes the withdrawal to be processed. The athlete may not practice with the swim team after the date of the notice. Any account balance, as well as any uncharged fees such as meet fees or apparel charges, must be paid in full to fulfill the member's financial commitment to RSA.

Social Media

RSA communicates through several social media platforms (Instagram, Twitter and Facebook). In addition, RSA has a Parent Facebook page (RSA Swim Parents) administered by parents and focusing on parent issues. The Parent Facebook page is not an official RSA method of communication; it is an opportunity for parents to share information and photos.

Volunteering

RSA relies on the graciousness of our member volunteers to provide exceptional opportunities to our athletes. Volunteer opportunities include chaperoning trips, officiating at meets, assisting with toy drives, assisting with food drives, helping stuff swag bags, and helping spruce up Sonner. The list is long. Please consider offering some of your time and talent to improve our organization. To volunteer, contact volunteers@swimrsa.org.

Volunteers are always needed for dues reduction events. Volunteers receive the benefit of a reduction in monthly dues payments and the organization benefits from a portion of the funds raised being directed to the Scholarship Fund. To participate in dues reduction, please email <u>duesreduction@swimrsa.org</u>.

Questions

For Questions About Evaluations, Group Dynamics, Swim Team Philosophy and Swim Team Calendar:

Brent St.Pierre, Head Coach	brent.stpierre@swimrsa.org
Megan Onstott, Head Age Group Coach	megan.onstott@swimrsa.org
• John Hinton, Lead Site Coach for RSA at the Bluffs	john.hinton@swimrsa.org
Amy Hess, Head Developmental Coach	amy.hess@swimrsa.org
For Questions About Enrollment and Financial Obligations:	

Elliot Hunt, Operations Manager <u>elliot.hunt@swimrsa.org</u>
Laura Hubbard, Director of Operations <u>laura.hubbard@swimrsa.org</u>

Not Sure Who to Ask? Email any of us or call the office at (919)859-4881. We will make sure your question is answered promptly.

Thank you for choosing RSA!