

Albert Lea Figure Skating Club



ALFSC Mission Statement

The Albert Lea Figure Skating Club (ALFSC) is a non-profit, educational organization. Our purpose is to provide an environment that fosters both recreational and competitive skating. Our club is led by volunteer board members who strive to meet the needs of each skater.

Board Introductions



President:
Erica Samp



Vice President:
Kelly Peterson



Secretary:
Mel Shallberg



Treasurer:
Natalie Look

Board Introductions



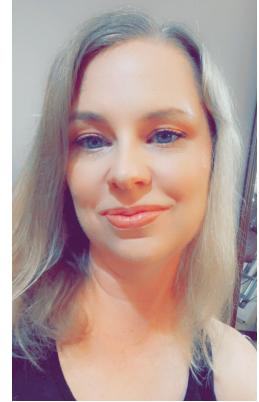
Natasha Clarey



Jes Miranda



Beth Barclay



Jolene Schweitzer

Our Coaches



Suzanne Olson



Anne Sternhagen



Cammy Tewes

Policies

MEMBERSHIP: All skaters and board members and coaches must have either a current USFSA or Learn to Skate membership. The membership year runs from July 1st to June 30th for all skaters. Fee is \$75.00 for USFSA membership and \$20.00 for Learn to Skate membership.

Albert Lea Figure Skating Membership Fee: \$100.00 for the first skater, \$50.00 for the second skater, and \$25.00 for additional skaters in the same household. Fundraisers throughout the year can be applied directly to your skater's bill .

ICE ASSIGNMENTS: All ice assignments are made by the scheduling coordinator. The ALFSC Board reserves the right to re-assign skaters based on skill level/progression, class size or other safety concerns. All efforts are made to accommodate skater conflicts. Requests are best met if made before the registration deadline!

Policies Continued

BILLING: All invoicing will be on the 4th day of each month, starting in October and all bills will be due the last day of each month to avoid any late fees. A late fee of \$20 will be assessed to the next invoice and your skater will not be able to be on the ice following 2 unpaid months. Once payment is received they will be allowed back on the ice. **NEW:** All invoicing will come through an email from Sports Engine. Please make sure you are using an email you check regularly when registering your skater. This email will tell you the amount you owe, when it is due and you will have the option to pay online (for a small fee), by check or by cash to our ALFSC payment box inside the arena. If you need a detailed invoice, one will be provided via email but you need to ask for it. Any questions or concerns about your bill please direct inquiries to Natalie Looock, ALFSC treasurer. Credits from any fundraisers will be credited to a skater's invoice as soon as information is given to us from fundraising company.

****Skaters with any current outstanding balances will not be allowed to start lessons until these are paid.**

Policies Continued

LESSON CHANGES: Changes to the schedule, including adding a lesson, may be made at any time during the skating season,. These changes are subject to coaching and ice availability.. If a skater wishes to drop lessons, they must do so by the 15th of the month before they want to stop or the skater will be billed for that month. Special circumstances for extended illness and/or injury may be granted at the Board's discretion.

***Due to the short duration of Spring Session, skaters will be responsible for the entire session..

Lessons

Tiny Tots receive a half-hour, Coach-led lesson for our youngest beginning skaters, typically 3-5 year-olds. (\$15)

Group Lessons are available for basic skills skaters: Each skater has 30 minutes of Coach led instruction and 15 minutes of practice ice. (\$15)

Semi Private Lessons are available for basic skills and freestyle skaters. NOTE: it is important in semi-private lessons that skaters be of similar skill level. Skaters receive a 30 minute lesson and 15 minutes of practice ice. (\$20)

Private Lessons are available for basic skills and freestyle skaters. Skaters receive a 15 minute lesson and 30 minutes of practice ice. (\$25)

**We are doing our best to keep prices affordable. ALFSC is charged \$180/hour for our time on the ice.

Show/Tryouts

Tryouts are held for freestyle numbers (solos, features, duets, trios and quartets and possibly Jr. & Sr. lines). Skaters will be allowed to try out for a freestyle number in the show season if they have passed Learn to Skate Pre-freestyle prior to July 1st of the current skating year..

Basic Skills Skaters will be assigned to groups by their coaches, and will skate 2 numbers in the show. Any skater who is not planning on participating in the annual show must give written notice to the club's president prior to November 1st. Once costumes have been ordered, the skater/family is responsible to pay for the costume whether or not they are in the show.

Costumes are chosen by the board and coaches. Once a decision is made there will be no changes allowed.

Important Dates

Fall Session - September 11, 2023 - January 10, 2024

Fall Testing - October 21 and 23 during scheduled lesson times (Basic Skills)

Tryouts - November 4, 2023 8:00 AM - 10:00 AM

Winter Testing - December 4 and 6 during scheduled lesson times (Basic Skills)

Winter Break - December 21 - January 5 (no lessons)

Mankato Competition - January 5 and 6

Show Session - January 15, 2024 - March 13, 2024

Picture Day - Sunday, February 18, 2024

Show Week - March 18, 2024 - March 22, 2024 (M, W, F)

Show - March 23, 2024 7:00 PM AND March 24, 2024 2:00 PM

Communication

REMIND - It is the responsibility of the parent and skater to sign up on REMIND. The code is for the 2023-2024 season is: alfsc23

- If you do not sign up, you will miss valuable information about fundraising, purchasing merchandise, closings, etc.

Email - alfsc2019@gmail.com

Contact coaches when you will be absent!

Committees/Volunteer Responsibilities

Fall Session

Show Session

Show

Volunteer Requirements: 12 volunteer credits (dibs) must be met throughout the year. How the 12 dibs are completed is up to the skater's family as there will be opportunities all season. We require that 3-6 dibs be fulfilled the Saturday or Sunday of our show weekend. We will never turn anyone down who wants to fulfill more than 12 dibs! The sign up for volunteer requirements will be online. If these are not met a \$250 fee will be assessed.

****Club skaters** who are looking to letter with our club, fulfilling a dib requirement will be one step in helping you achieve your club letter.

Fall Session

- Fundraising
- Public Relations
- Picture Day
- Music Player
- Prop Room Cleanup

Fundraising

We have a variety of fundraising opportunities this year. Greater Midwest Gourmet Foods, Wreaths and Garlands, Butter Braids, and Kwik Trip cards. Volunteers will help arrange delivery of product, organize product the night it arrives and be there to hand out product.

Kwik trip cards will be available to order a few times throughout the season. There will be an online sign-up for these and payment will need to be collected prior to us ordering.



Public Relations

- Help acquire show sponsors
- Secure articles and ads in the local newspapers



Picture Day

- Check in people and hand out order forms
- Make sure you write down order of each group or number and get correct spelling of names for the show program
- Keep skaters on track and on time
- Handout additional materials for show and spring/summer ice



Music Player

We will have someone in the announcers box playing music for our skaters this year, especially around tryouts and show session. Sign up will be for a one hour time slot that you will do every week during the session at this time. If you cannot be there you find your replacement.



Prop Room Clean Up

- Contact Kelly Peterson for dates and times
- Help remove unneeded supplies
- Reorganize material and supplies
- Needed: organizing containers - shoe boxes, used totes, etc.



Show Session

- Food Sales
- Props
- Set Up

Food Sales

- Each night of show week rehearsal there is food provided for a minimal charge
- We will have different shifts to sign up for during show week. You are required to be there to sell food and bring a pan or two of bars and beverages.



Prop Committee

- Create and construct props for show
- Start in early to mid February
- Mondays and Wednesdays when your skater(s) is on the ice
- Wear "paint clothes"



Prop Set-Up

- Friday, March 22nd
- 8:00 am - 3:00 pm
- Come part of the day or all day
- Wear warm clothes - we will be on ice

Skating in the USA 2017

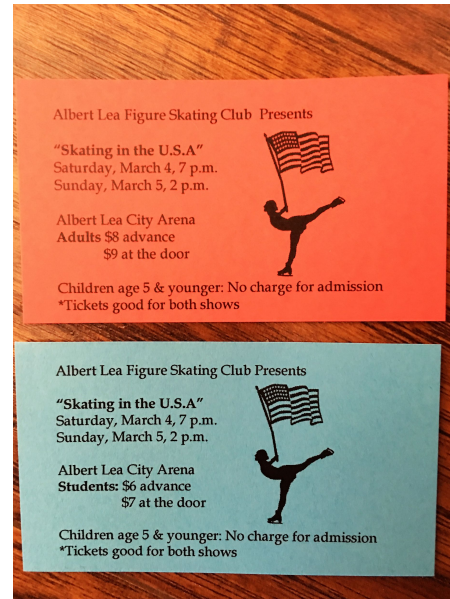


Show

- Tickets and Program Sales
- Flowers
- Room Parent
- Backstage Coordinator
- Back Ice
- Tear Down

Tickets and Program Sales

- Arrive one hour prior to show starting
- Stay until intermission (volunteers can determine how they want to handle this, at least one person needs to stay until intermission)



Flowers

Sell flowers during show

- 1 hour before
- During intermission
- After show



Room Parent

- One needed per room for Saturday and one for Sunday during the show
- Stay with skaters during the entire show
- Follow along with show-get updates from backstage coordinator
- Get their skaters backstage (to ice) three acts/songs prior to going on and stay with them until they have performed.
- Help skaters get changed and/or tie skates
- Take care of their needs while waiting
- Keep the room cleaned up

Backstage Coordinator

- Be at dress rehearsal to practice (FRIDAY)
- One needed for each show
- Know the order of the show
- Go back and forth to get skaters to backstage if room parent doesn't or to give older groups reminders
- Organize and understand the importance of getting skater backstage three acts/songs before they go on

Back Ice

- Need one for each show
- Monitor back ice to make sure only freestyle skaters are on the ice
- Help backstage coordinator run to get skaters during show
- Assist backstage with costumes, help room parents, etc

Prop Tear Down

- Sunday, March 24th
- 4:30 - 6:30 pm - after Sunday show
- Wear warm clothes - will be on ice part of the time

Lettering Program

- Dates: July 1st - June 30th
- The Skater must be in grades 9 through 12
- The Skater must submit a lettering application
- Volunteer hours required
- See website for all requirements

Pool Concession

Each skating family is responsible for volunteering at the pool concession stand during the summer

If you have one skater, you must work 2 shifts, if you have two skaters, you must work 3 shifts, and if you have more than two skaters, you must work 4 shifts.

You may pay someone to work your shift for you usually for \$50 a shift or buy out the shifts for \$250.00. If you choose to buy out your shifts, that information needs to be relayed to Natalie Looch or Erica Samp. A \$250 fee will be added to your account if you do not fulfill your pool volunteering requirement.

Seniors

Do not need to tryout for show but will be responsible for skating attire and song selection.

Create Picture Board for Show

Write and Record Bio for Show

Complete pool concession stand requirements

Website - www.alfsc.org

Registration

