

# Mountain State Storm Volleyball Club

## Policies Manual

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## **Introduction:**

The Mountain State Storm Volleyball Club (MSSVC) is located in Bridgeport, WV at the new Bridge Sports Complex. MSSVC offers girls ages 12 through 18 an opportunity to play in the Ohio Valley Region(OVR) of the USA Volleyball Association(USAV). The OVR is the largest region in the country within the USAV association with over 1,600 teams equalling roughly 200 teams per age group.

This handbook contains all the pertinent guidelines and expectations for a smooth, successful volleyball season. There are two tryout opportunities, one in July and one at the end of October, beginning of November each year. We host skill specific practices and conditioning opportunities in December, then start with team practices in January and the season continues through mid-April or May depending on the date of OVR Championships. There will also be the opportunity to elongate your season through the beginning of June as we will be attending some "invite only" tournament(s), East Coast Championship & JVA Summerfest. We will invite athletes to these tournament(s) in early April.

## **Mission Statement:**

Mountain State Storm Volleyball Club's mission is to make North Central WV a volleyball epicenter of premiere athletes. Our goal is to encourage athletes in the physical, mental, and emotional realm of volleyball by embracing their talents and inabilities. Our staff will strive to push athletes to their personal best. Athletes will be taught the next-play mindset, self-evaluation, and how each individual impacts team goals. Coaches assist athletes in understanding multiple defenses, offenses, and positions while also creating a positive team culture that can be carried on throughout life. Our staff strives to help your child reach their maximum potential.

## **Administrative Structure:**

### **Club Director:**

Samantha Rae Rexrode

304-844-4578

[srexrode@thebridgewv.com](mailto:srexrode@thebridgewv.com)

Club Director/ Assistant Club Director is responsible for the day to day management of Club activities. Responsibilities of the Club director/Assistant Director includes:

- Ensure that the MSSVC are consistently applied to all Club activities;
- Recruit, hire, and manage coaches;
- Assist in team decisions, practice plans, and rotations as requested by coaches;

- Develop and present an annual budget and structure of club fees alongside the facilities manager;
- Represent MSSVS in all USAV/OVR relationships;
- Engage the facilities manager in any and all necessary aspects of club processes;
- Ensure that all players have completed required forms and authorizations for the upcoming season including:
  - MSSVC Player/Parent Contract
  - USAV Juniors Medical Release Form
  - USAV Junior Membership Registration
  - Lindsay's Law Forms
- Ensure that all adults members (coaches, chaperones, and administrators) have completed required forms and authorizations for the season including:
  - USAV Adult Membership Registration (online with fee paid to USAV)
  - Proof of Adult Background Check Application (online with fee to USAV)
- Keep website up to date and functional;
- Make sure all account balances are up to date and paid at the beginning of each month;
- Schedule practices and tournaments for each age group;
- Keep communication open between all participating members of the club and the facility.

#### **Bridge Sports Complex Manager:**

Droo Calahan  
 400 Forrester Boulevard  
 Bridgeport, WV 26330  
 304-848-8270  
[droo@thebridgewv.com](mailto:droo@thebridgewv.com)

#### **Protecting Scholastic Eligibility:**

The MSSVC will not violate or condone violations of any provision of the West Virginia Secondary Schools Athletic Commission (WVSSAC) or the National Collegiate Athletic Association (NCAA) rules governing scholastic or collegiate participation. Any perceived violations or concerns should be reported immediately to the Club Director.

#### **Participation in School Sanctioned Sports:**

School sanctioned sports and activities are an integral part of the scholastic experience. In order to allow athletes to continue playing school sanctioned sports, we have created a practice schedule where each team will have a Sunday evening practice. Athletes **MUST** attend at least one of the week's practices each week. Normally, the athletes have 3 practice opportunities prior to a tournament (Sunday, Monday, & other week day). In the event that only two practices are held due to tournament play the weekend before, the athlete **MUST** still attend one of the other 2 practice opportunities. If the coach cancels the Sunday practice after a Saturday tournament, and the athlete anticipates missing both practices during the week, they must

choose to attend the Sunday evening practice with another team. If this does not happen, the athlete can be asked not to attend the tournament, and the Tournament Absence Fee will be Imposed.

Athletes 13+ MUST be given access to the Sports Engine app. Parents or athletes are REQUIRED to respond in the app whether or not they will be attending each practice, tournament, or other event. After 2 absences without explanation or communication, the club reserves the right to dismiss the athlete from the team/club without release or refund.

At any time, the club reserves the right to move players from one team to another team, temporarily or permanently, based on attendance, effort, and/or necessity without explanation to the players or parents of the team.

## **Player Selection Processes:**

### **a) Tryout Expectations:**

Mountain State Volleyball Club holds a two-hour tryout with multiple coaches in attendance. In some rare instances, callback sessions can happen or athletes can be asked to attend a second tryout in a different age group.

Tryouts will start on time and players are expected to show up at least 30 minutes before for check in, where they will receive a numbered t-shirt. Upon arrival, players must first check in and then quickly prepare for the start of tryouts. If athletes have any specific exercises that need to be done before the start of play, these must be completed at this time before tryouts begin. Parents are encouraged to come in with their child through the registration process but then will be required to stay outside of the gymnasium. There are sitting areas in the facility.

### **PLAYERS MUST BRING A COMPLETED COPY OF THE USAV MEDICAL RELEASE FORM.**

Try-outs will consist of the coaching staff going through a set of volleyball drills and play opportunities. Athletes should do their best to showcase themselves in the position that they want to play. This DOES NOT guarantee that your athlete will play THAT position. Players are encouraged to demonstrate communication, leadership, and a positive attitude as these are all areas coaches will be assessing on top of the volleyball skills.

### **b) Selection Policy:**

The Mountain State Storm Volleyball Club's mission is to create a powerhouse program for the upper levels of the club and to instill a passion for the game in athletes of all ages. In order to do so, our younger aged athletes must be chosen carefully and with the club goal in mind. The program plans to begin with fundamentals and encourage athletes to become competitive players at the varsity level and then easily transition into collegiate level athletes.

At tryouts we will be evaluating players based on the following criteria:

- Leadership, communication, and attitude
- Effort to improve themselves and the others on the court
- General athletic ability
- Position that is needed for the team
- Passing; quality and quantities of passing both through serve receive and general passing
- Setting; fundamentals and accuracy
- Attacking; fundamentals, accuracy, and ability to attack from multiple positions on the court

Athletes are not guaranteed to play any particular position on the court. The club tries to accommodate all position requests; however, we believe that in order to play at an elite level, athletes should play multiple positions and understand the game from all aspects. We also believe that athletes should do what is best for the entire team.

### **c) Selection Process:**

Players attending tryouts should expect an invitation or rejection letter. This process differs a little for Summer Tryouts versus Fall Tryouts.

#### Summer tryouts:

Invitations will be sent within 12 hours of the tryout occurring. Your athlete will either receive an invitation to a team, an invitation to the fall tryouts, or a rejection letter.

#### Invitation to a Team:

This invitation will have the team name, the price, an idea of how many tournaments the team will be attending, and instructions on how to complete registration.

#### Invitation to the fall tryout:

This invitation basically means, we saw potential BUT 6 months is a long time and we want to see your athlete back in the fall to choose whether or not we have a team to place your athlete on. We will waive your fall tryout fee and if you have questions about what your daughter can work on between now and fall, we will gladly give you that feedback.

#### Rejection letter:

This letter will basically state that we didn't feel your athlete was a fit for our program. They CAN try out again in the fall BUT the fee will not be waived.

#### Fall Tryout:

After the fall tryouts, invitations will go out in waves. This is not necessarily the BEST athletes getting the offer first. Many times, we are waiting for specific positions to fill prior to sending out the next wave. The quicker we get responses, the sooner we can send out new invitations.

Once the teams are complete, rejection letters will be sent. Athletes who receive offers after the National Signing Date will have 48 hours to accept the invite or decline. This means that on rare occasions, invites could be sent up to a week after the original try out date.

Mountain State Storm reserves the right to contact players with invitations after the first round of invitations goes out based on the decisions made by first round athletes.

During tryout sessions, a group of coaches and other members of the club will be evaluating each athlete on the skills outlined above. As a whole group, these individuals will choose teams.

Most coaches will be placed to teams AFTER the selection process to ensure fairness to all athletes. Coaches who are already placed for particular teams will NOT have more say than the others evaluating. MSSVC takes pride in their ability to place coaches according to athlete personalities and goals. Instead of looking for girls who fit the coach, we place the coach with the majority of the athletes that are chosen.

**d) Commitment Procedure:**

Upon acceptance of a team placement, you will be asked to pay a \$150 NON-REFUNDABLE deposit, your jersey fee, and your ball fee (you must have a molten super touch ball to bring to tournaments so that coaches aren't lugging them around \$45) along with completing your USAV membership fee of (\$57). Season cost will be announced in the offer letter, and you will be able to choose a payment schedule at that time. Pricing varies according to level, amount of tournaments, and amount of athletes. When the invitation is accepted, parents are then contractually obligated to pay the club fees as directed.

Our coaches, directors, and all club members understand their responsibility and agree to uphold our club mission. Therefore, we do ask that both athletes and parents also assess the club mission and agree to the terms when accepting the invitation.

**Financial Obligations and Fees:**

**a) USAV Membership**

Athletes, coaches, and administrators will be responsible for paying the USAV membership directly to USAV. This fee is payable online at the time of registration and is not considered a part of the club fees for Mountain State Storm Volleyball Club. You will pay a \$10 tryout fee to the USAV and then, upon acceptance you will complete the USAV membership of \$57.

**b) Deposit & Payment Plans**

MSSVC will announce a range that the club fees will be in prior to tryouts. There will be a \$150 non-refundable deposit at the time of acceptance. After this initial deposit, parents will have an option of payment plans to complete the payment of the rest of the season. There will be multiple plans available (especially for those committing in the summer) and if there is a different plan that would work better - you can communicate that with the club director. (Example: if it's easier to break your payments down into two monthly payments because that's how you get paid.)

**c) Uniform & Equipment**

Players are responsible for purchasing their uniforms outside of the club cost and upon acceptance. At least one jersey will be the same as the previous year so that you can utilize a jersey from the previous year.

Athletes will also be required to purchase a volleyball and will be responsible for taking those

to tournaments. We will give you the option of purchasing one from us and we will order in bulk whenever you go in to pay your deposit.

**d) Tournament Absence Fee (possible)**

This \$100 fee WILL NOT be imposed on every athlete. Once the schedule is finalized, the club director will notify parents of all tournament dates and a form where they can communicate any planned absences with a deadline to complete the form. After this deadline, IF a tournament is going to be missed, the club director reserves the right to charge your account a Tournament Absence Fee of \$100 for a one day tournament, \$150 for a two-day tournament, and \$250 for a 3 day tournament. (Exceptions to this will be emergencies, illnesses, and if any tournaments are added OR invite only tournaments).

Members that are not current on payment will not be allowed to continue with practices or tournaments until payment is updated. We will notify parents of any and all financial issues immediately to ensure time to resolve before affecting the athlete.

In the event that an athlete has a season-ending injury or illness, payments will not be required. However, refunds from previous payments will NOT BE ISSUED. Mountain State Storm Volleyball Club has the right to dismiss a season, if necessary without refund. We will do our best to accommodate the individuals, teams, and clubs.

There is an opportunity for financial aid assistance where necessary. The link to that application will be listed on the website.

If at any time, the account on file needs to be changed for payments and fees, parents should contact [Srexrode@thebridgewv.com](mailto:Srexrode@thebridgewv.com).

## **Rules and Regulations:**

**a) General rules:**

- i) All practices and sanctioned events will be supervised by multiple adults; at least one member of the USAV who has completed all necessary qualifications such as but not limited to a USAV background screening.
- ii) Participants and their guests are responsible for caring for equipment and the facility that is being used for club events. Any significant damage caused will be punishable by reimbursement, short term suspension, or dismissal from the club as determined by club administration.
- iii) Representation of MSSVC must be upheld in a respectful and responsible manner including but not limited to cleaning up spaces, using appropriate language, and showing sportsmanship at all events.
- iv) In case of cancellations of practices or events, players and parents will be given adequate notice through their team communication system.

- v) Athletes are responsible for providing their own uniform at the beginning of the season and are required to bring all necessary items to tournaments (navy blue spandex or leggings, white knee pads, tennis shoes, ALL jerseys). Even though a decision is often made about what color jersey they should wear to the tournament, each athlete must bring ALL JERSEYS to each day of the tournament in case of emergencies or roster adjustments.

**b) Practice guidelines:**

- i) Scheduled practice time is the START time, not arrival time. Plan on arriving at least 15 minutes early to prepare for the beginning of your practice.
- ii) Gym shoes must be clean; since this is a winter event it is suggested that they be carried into the facility and changed in the lobby prior to the start of the practice time.
- iii) Horseplay by players, coaches, or any guests is prohibited for the safety of everyone involved.
- iv) Players are expected to attend each practice with few exceptions; school sanctioned events, school absences due to illness or behavior, and family emergency situations. **ALL ABSENCES MUST BE COMMUNICATED TO THE COACH IN A TIMELY MANNER.**
- v) Athletes MUST attend at least one of the week's practices. Normally, the athletes have 3 practice opportunities (Sunday, Monday, & other week day). In the event that only two practices are held due to tournament play the weekend before, the athlete MUST still attend one of the other 2 practice opportunities. If the coach cancels the Sunday practice after a Saturday tournament, and the athlete anticipates missing both practices during the week, they must choose to attend the Sunday evening practice with another team. If this does not happen, the athlete can be asked not to attend the tournament, and the Tournament Absence Fee will be imposed. IF athlete's do NOT attend at least one practice per week multiple weeks throughout the season, they may be asked to sit out from a tournament, assigned the tournament absence fee, and/or be dismissed from the team without refund or release.
- vi) Injured players who plan to return before the end of the season are encouraged to attend practices as a learning experience.
- vii) All practices with MSSVC are closed to parents unless otherwise communicated. Parents are encouraged to take advantage of the facility if they are a member but will not be approved to sit or stand in practice spaces both for safety and to enhance the child's ability to respect and communicate effectively with her coach.

**c) Tournament rules:**

- i) All players are expected to be checked in with their coach in the tournament facility and prepared to warm-up at the time designated by their coach. Please note: many facilities have a lack of parking so please be sure to account for that time.



- ii) Proper conduct is expected for all members of the MSSVC and their guests as agreed to in the Player, Parent, Coach contract that was signed at the beginning of the season. See page 12 of this document.
- iii) Parents are expected to provide transportation to and from tournament sites and practices.
- iv) Tournament attendance is non-negotiable. Once the schedule is finalized, the club director will notify parents of all tournament dates and a form where they can communicate any planned absences with a deadline to complete the form. After this deadline, IF a tournament is going to be missed, the club director reserves the right to charge your account a Tournament Absence Fee of \$100 for a one day tournament, \$150 for a two day tournament, and \$250 for a three-day tournament. (Exceptions to this will be emergencies, illnesses, and if any tournaments are added OR invite only tournaments).
- v) Athletes are expected to be at their officiating courts in a timely manner. In cases in which athletes must officiate after completion of their tournament play, all athletes must stay in the facility whether or not they have an officiating assignment. Officiating is a shared responsibility for all players throughout tournament play. Each athlete must be designated as a line judge, Libero tracker, Scorekeeper, or Down Referee and certified as OVR rules require.

## **Injury Protocol:**

MSSVC will take any measure to keep players' environment safe. Injury expectations will be on an individual case basis. All accidents and injuries will be noted on an injury report in the facility. If injury occurs during practices or tournament play, MSSVC will take the following measures as necessary:

1. Provide necessary first aid.
2. In critical situations, contact will be made with the parent or guardian and emergency services will be called. Coaches or administrators will stay with the athlete until a parent or guardian arrives.
3. If an injury is not critical but the athlete must be cleared before continuing play, the parent or guardian will be notified and the injury will be documented.

Athletes who sustain injuries where medical attention is necessary will NOT be permitted to continue practicing or tournament play until authorized by both a medical professional and parents to do so in WRITING.

In cases of injury where athletes are expected to return to play before the end of the season, athletes will be expected to attend practices as a learning opportunity.

Coaches are not qualified to make decisions for athletes based on injuries and therefore, will expect parents and medical professionals to make those decisions. All decisions must be in writing from both the medical professional and the parent. Coaches can absolutely request documentation based on their own observance of the injury.

## **Grievance Policy and Procedure:**

During the season, if parents or athletes have any concerns or complaints the following grievance protocol needs to be followed:

1. First, the athlete should approach the coach to ask questions or communicate concerns.
2. If this doesn't resolve the concern, parents may request a scheduled meeting with the coach. This meeting will not be scheduled sooner than 24 hours after the request, will not be during practice time, and will be held in a private area at the facility. Coaches have the option to request that the director also attend this meeting. COACHES WILL NOT BE APPROACHED WITH CONCERNS DURING TOURNAMENT PLAY UNLESS SAFETY IS THE CONCERN. This behavior could constitute the parent or athlete being asked to leave the tournament with a required scheduled meeting before the next practice. Coaches have been instructed to refrain from communication at tournaments or unscheduled meetings.
3. If the issues are still unresolved, parents should ask for a meeting with the coach and the club director. In most instances, the athlete will also be expected to attend the meeting.
4. After that meeting, if both parties aren't content with the plan of continuance for the season, a meeting can be held with the Bridge Sports Complex Manager.

The Mountain State Storm Volleyball Club will not tolerate any aggressive behavior from athletes, parents, coaches, or other staff toward any other person whether they are a part of the club or not. Any aggressive, excessive, or continued negative behaviors could result in suspension OR dismissal of the related player without refund. Parents can be asked to leave a facility due to poor behavior. IF, at that time, the athlete leaves the facility as well, the club will assume the athlete is quitting and the athlete will not be expected back at practices, games, or other events. In this situation, parents will not be refunded or released from their financial obligations.

Communicating any grievances or complaints about coaches, players, or staff members with others outside of the person the grievance is with is inappropriate behavior and is unfair to the person you are speaking with as well as the person you have a grievance with. This behavior could result in suspension of the parent from practices, games, etc. Never will a player, parent, or coach be expected to take sides on a matter that doesn't pertain to their family or team.

Coaches will not speak to parents about players other than the child of that specific parent. If your child is having an issue with another child on the team please follow the grievance and due process procedure.

Mountain State Storm Volleyball Club expects to be represented well at all tournaments. Therefore, parents and spectators are expected to follow all tournament rules outlined in the tournament details and stated the morning of the tournament by referees and tournament directors. Parents may be suspended from attendance of practices and/or tournaments if

behaviors are substantial. Referees, parents of other teams, any athletes, tournament directors, or anyone associated with OVR teams are NOT to be harassed, confronted, or condemned. It is the coach's responsibility to confront any necessary matters during tournaments. If coaches can not handle the situation, he or she is advised to communicate with the director or assistant director immediately.

### **Social Media and Public Representation:**

Athletes and parents agree to represent Mountain State Storm Volleyball Club in a positive manner on social media. The club director reserves the right to request removal of any videos, images, etc. that do not represent the club and/or team in a positive manner. If these are not removed, the athlete can be dismissed from the club.

Athletes, and parents, should not create any social media using the Mountain State Storm Volleyball Club name or team name. This information is encouraged to be in the biography section but should not be the main name on the account.

Mountain State Storm Volleyball Club will share or repost videos, images, etc as long as the club's page is mentioned in the post. It is not the duty of the club to seek out your social sites and share them accordingly.

# **Mountain State Storm Volleyball Club Code of Conduct**

The role of a parent in sports should not be underestimated. You play the MOST essential part in the development of your child as well as the success or failure for them. Athletes will thrive based on the support of their parents and therefore, we are asking for your help to make the athlete the best citizen and player that they can be by following the guidelines below:

## **Parent Expectations**

1. I (and my guests) will be a positive role model for my child and encourage sportsmanship by showing respect and courtesy, and by demonstrating positive support for all players, coaches, officials and spectators at every game, practice or sporting event.
2. I (and my guests) will not engage in any kind of unsportsmanlike conduct with any official, coach, player, or parent such as booing and taunting, refusing to shake hands, or using profane language or gestures.
3. I will not encourage any behaviors or practices that would endanger the health and well being of the athletes.
4. I will demand that my child treat other players, coaches, officials and spectators with respect regardless of race, creed, color, sex or ability.
5. I will teach my child that personal development and effort is more important than winning. Therefore, it is most important to give their best efforts and work to improve each day rather than counting successes by wins and losses.
6. I will encourage athletes and not ridicule my child or any other athlete for mistakes made.
7. I will promote the emotional and physical well being of the athletes ahead of any personal desire I may have for my child to win.
8. I will respect the officials and their authority during games and will never question, discuss, or confront coaches at the game field, and will take time to speak with coaches at an agreed upon time and place.
9. I will refrain from drugs, tobacco, and alcohol use at all sports events.
10. I will refrain from coaching my child or other players during games and practices.

The development process for elite level athletes involves 3 critical entities. When any one of these entities fails to live up to their responsibilities in the process, the process itself fails. It is critical that all 3 entities understand and embrace their role in the development process.

### **1. Players need to:**

- Show sportsmanship at all times
- Work well with their teammates and coaches to succeed
- Embrace their role on the team along with team goals

- Give their best effort at all practices and tournaments
- Strive to improve each day and increase their understanding of the game

## 2. Coaches will:

- Ensure athletes have a fun, positive, and safe environment at all practices and tournaments
- Recognize the goal and efforts of each athlete and determine the most optimal way to have both individual and team success
- Plan, organize, and demonstrate the practice skills needed for team success
- Give clear expectations and use honesty with players to benefit both the athlete, parents, and team
- Make decisions as it relates to each individual player's development and the team

## 3. Parents are expected to:

- Support their child and the other athletes on the team along with coaches and other staff
- Be responsible for transporting their athlete to practices, tournaments, and any other club functions on time
- Financially support the player through both their club fees, as well as travel expenses, meals, etc.
- Encourage athletes to keep a positive attitude and be their own advocate for their successes and failures.
- Accept responsibility for their own actions at practices and tournaments
- Follow the Grievance/Due Process Procedure should an issue arise
- Support your child as a parent and allow the coaches to coach your player.

### All three entities in this process will:

- o Expect frustration and disappointment from individuals at times
- o Expect ups and downs throughout the process
- o Be supportive vs. critical of any coach, program, team and player
- o Foster player maturity and responsibility vs. blame
- o Eliminate crutches and excuses
- o Frequently remind the player of the long-term goal, and the expectations to which they are held.
- o Foster individual accountability

If any part of this Code of Conduct is not followed you can expect the following to happen:

- 1) First offense: reminder or warning from any MSSVC staff member
- 2) Second offense: you may be asked to take a leave of absence where you are not welcome at MSSVC events
- 3) Third offense: dismissal of the rest of your season without refund

If you understand and agree, please sign below and give to your coach at your initial team meeting.

Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Player Signature: \_\_\_\_\_ Date: \_\_\_\_\_