



**MOUNTAINEER ELITE VOLLEYBALL ACADEMY
2018-19 HANDBOOK**

Revised October 14, 2018



INTRODUCTION

The goal of the Mountaineer Elite Volleyball Academy, Inc. (MEVA) is to structure, organize and operate a youth girls' (ages 8 to 18) volleyball club by providing quality instruction/training, and opportunities for high-level competition through participation in USAV and other competitive activities.

MEVA is a member of the Ohio Valley Region (OVR) of the USA Volleyball Association (USAV).

Prospective athletes and their parents/guardians should read this document, as it describes the services and regulations of MEVA.

ADMINISTRATIVE STRUCTURE

MEVA is managed by a governing Board consisting of three Officers and a single appointed parent representative for each MEVA team. The roles of the Officers and Parent Representatives are as follows:

Club Director and President / Board President

The Club Director, who will also serve as the President of the Board, is responsible for the day-to-day management of Club activities. Responsibilities of the Club Director include:

- Ensure that MEVA policies are consistently applied to all Club activities;
- Recruit and manage coaches;
- Develop and present an annual operating budget and structure of club fees to the board;
- Represent the MEVA in all USAV/OVR relationships;
- Commit financial resources as outlined in the approved annual operating budget;
- Engage the MEVA Board in other decision making situations as required.

Club Director and Secretary/Treasurer / Board Member

The Club Secretary/Treasurer, who will also serve as a Board Member, is responsible for the oversight of MEVA finances and general club administration. Responsibilities of the Club Secretary/Treasurer include:

- Ensure that MEVA policies are consistently applied to all Club activities;
- Recruit and manage coaches;
- Represent the MEVA in all USAV/OVR relationships;
- Engage the MEVA Board in other decision making situations as required.
- Review and recommend the annual operating budget presented by the Club Director;
- Issue payments for club expenses;
- Collect fees and make bank account deposits as necessary;
- Oversee incidental club expenses incurred by the Club Directors;
- Monitor MEVA bank account balances to ensure availability of finances.
- Ensure that all players have completed required forms and authorizations; for the upcoming season, this includes:
 - MEVA Player Profile (signed paper)
 - MEVA Player Contract (signed paper)
 - USAV Juniors Medical Release Form (signed paper)



- USAV Junior Membership Registration (online with fee paid to USAV)
- AAU Player Extended Benefit Membership Registration (online with fee paid to AAU)
- Ensure that all adult members (coaches, chaperones, parent reps, and administrators) have completed required forms and authorizations; for the upcoming season, this includes:
 - USAV Adult Membership Registration (online with fee paid to USAV)
 - Proof of Adult Background Check Application (online with fee to USAV)
 - AAU Adult Non-Athlete for Youth Program Extended Benefit Membership Registration (online with fee paid to AAU) with successful background screening
- Record minutes of formal Board meetings;
- Serves as Board Chair in the event the Board President is incapable of performing duties.

Vice President / Board Member

The Vice President, who will also serve as Member of the Board, is responsible for supporting the President in day to day management of Club activities. Responsibilities of the Vice President include:

- Ensure that MEVA policies are consistently applied to all Club activities;
- Recruit and manage coaches;
- Engage the MEVA Board in other decision making situations as required.
- Serve as the interim Club Director/Board Chair in the event the Club Directors are incapable of performing duties.

Parent Representative (1 per Team)

Parent Representatives will be the voice of MEVA membership at large. Parent Representatives are selected and invited to participate in this capacity by the Club Directors. This is not an elected position. Responsibilities of a Parent Representative include:

- Act as a liaison between the coach and the player's parents. Communicate regularly with the coach and inform the team of practice or tournament schedule changes and any other information that need to be disseminated to the team;
- Assist in the ordering and dissemination of team uniforms and apparel;
- Prepare a team roster for all parents with names of players and parents, addresses, phone numbers, school affiliations and any other pertinent information;
- Represent ideas, issues, and concerns of their team to the Board;
- Assist coaches in the coordination of the travel activities of their team;
- Act as a team point of contact for MEVA fundraising.

THE PARENT REP IS NOT AN ASSISTANT COACH, AND IS NOT INVOLVED IN ANY COACHING DECISIONS REGARDING LINE-UPS, PLAYING TIME, ETC.



PLAYER SELECTION PROCESS

MEVA will act responsibly when attracting athletes to our program. Athletes and their legal guardians are expected to know their rights in the recruiting process. All pertinent information regarding this process shall be posted on the Ohio Valley Region website at <https://www.ovr.org/juniors/index.php>.

MEVA may contact any athlete for the purpose of recruiting them to our program. This may occur after the conclusion of the athlete's interscholastic season or after the completion of the juniors' season for the athlete with their current club. As defined by the Ohio Valley Region, this contact period is from June 1 through July 31, as long as the indoor season of the athlete's team has concluded.

It is inappropriate for MEVA to initiate contact with an athlete from August 1 to the conclusion of the athlete's interscholastic season. This is a "no contact" period for the club. During the no-contact period, MEVA may advertise our tryouts through the media (newspapers, web site, etc.) and distribute information about our program to scholastic coaches. MEVA can also respond to any request for information about our program. MEVA may offer clinics and open gyms prior to tryouts and we will act in accordance with the West Virginia Secondary Schools Activities Commission (WVSSAC) for participation. The Ohio Valley Region will not sanction or approve these activities as part of the tryout process.

There are four methods for forming teams in MEVA:

1. invitational teams without tryouts
2. tryouts for positions on a team that is comprised of returning athletes
3. teams formed based on the results of all athletes trying out
4. positions offered after tryouts, with teams being formed after additional evaluation

It is MEVA's responsibility to inform, in writing, the athlete and her legal guardian(s) of the type of team she is joining prior to offering participation or attending tryouts.

When hosting tryouts, MEVA will follow the rules and regulations of the state athletic associations of all athletes that attend. Athletes in grades 7–12 whose schools are members of the WVSSAC may not participate in tryouts until the completion of their interscholastic championships (i.e. after the state finals for high school athletes). This may vary for surrounding states. Athletes (and their guardians) accepting positions on teams by the invitational process may do so at any time during the tryout process.

Each player must come to the tryouts ready to compete for a position on one of our teams. A player who cannot participate in a scheduled tryout because of an injury, illness, or other reasons should talk to the Club Director prior to the start of the tryout period to determine if another tryout time can be arranged. Players should never assume that because they were on a previous MEVA team that they will automatically be on a future team.



Each athlete who attends a tryout will be advised of her status within 72 hours of the final tryout offered. Once an athlete has been notified of her invitation to play, she has to accept or decline the position by the signing period deadlines. MEVA will not contact the athlete and her family during this time. Acceptance of an offer must be submitted in writing by the guardian of the athlete. Athletes over the age of eighteen may legally accept an offer. Once the offer has been accepted, the athlete may not accept another offer.

Unless otherwise advised during the invitation process, player selections will be club selections. MEVA reserves the right to make player/team adjustments prior to the start of the club season.

Players that have not participated in open tryouts and later wish to join MEVA will be evaluated based upon the needs of the club. Requests to join the MEVA after open tryouts will be evaluated by MEVA Board, and, if necessary, by the MEVA Coaches. Any player accepted through this process will be immediately responsible for payment of club fees. It will be at the Board's discretion whether or not to prorate these fees based upon tournaments already missed.

MEVA will not violate or condone the violation of any provision of the West Virginia Secondary School Activities Commission (WVSSAC) rules governing scholastic participation. Any perceived violations or concerns should be reported immediately to the Club Directors.

PARTICIPATION IN OTHER SPORTS

Sports and activities are an integral part of the scholastic experience and MEVA will make every effort to schedule events around other activities. However, if a player expects to miss more than 4 practices or 1 tournament, MEVA recommends those families reconsider participation in our program. Missing such a significant amount of time does not make it cost effective for families and makes it very difficult to build team chemistry and team cohesion at a competitive level. Being on a team requires dedication on the part of the player for that team to be a success. Missed practices could result in forfeiture of playing time. Player selection will consider non-club sports and activities during the team selection process.



USAV FEES

USAV membership fees for each player, coach, and administrator will be paid directly to USAV by each member. This fee is payable online at the time of USAV Membership Registration and is not considered part of the MEVA Club Fees.

OVR Junior Girls Membership \$62 annually

For girls ages 9-18: This is an all-inclusive membership for sanctioned indoor and outdoor: tryouts, practices and regional/national competition. Membership benefits include USAV insurance coverage, the USAV member magazine and access to Regional and National sanctioned competitions as well as National High Performance programs.

OVR Adult Associated with Jr Program \$62 annually

There will be various versions of this membership available on the 2nd screen of the registration process. Choose Adults affiliated with a Junior Club.

This is an all-inclusive membership for all officials and those associated with a junior club (directors, coaches, tournament directors, board members). An additional \$20 background screening fee will be required if you will have contact with juniors and do not have an updated background screen in the system. Background screenings are good for two years. Membership benefits also include USAV insurance coverage, the USAV member magazine and access to all Regional and National tournaments INDOOR and OUTDOOR.

Chaperone Membership \$37 annually

This should not be selected for coaching or when registering for any other role with a Junior Club. An additional \$20 background screening fee will be required if you do not have an updated background screen in the system. Background screenings are good for two years. Minimum age is 25 and member benefits include all of those listed under a full adult membership with the exception of the USAV magazine which is available as an option.

AAU FEES

AAU membership fees for each player, coach, and administrator will be paid directly to AAU by each member. This fee is payable online at the time of AAU Membership Registration and is not considered part of the MEVA Club Fees.

Youth Athlete Extended Coverage (AB) Membership \$16 annually

The Extended (AB) coverage membership expands on the Regular coverage membership so that you can participate in events that are not hosted or licensed by the AAU. For Team Competitions, the entire competing team, coaches and any non-athletes must be AAU extended coverage members. Please be sure to associate the Youth Athlete with “Mountaineer Elite Volleyball Academy” using club code: WYYYYW7

Non-Athlete Adult Associated with Youth Program Extended Coverage Membership \$18 annually

This is an all-inclusive membership for all officials and those associated with a junior club (directors, coaches, tournament directors, board members). A background screening is included in the membership application. Please be sure to associate the Youth Athlete with “Mountaineer Elite Volleyball Academy” using club code: WYYYYW7



CLUB FEES

MEVA will announce the club's fee structure at the beginning of November. Fees are subject to change as the tryout process evolves due to the total number of athletes in the Club and the number of teams formed. Every effort is made to keep costs down, however certain club costs must always be distributed among all teams and players.

25% of the annual club fee will be due when the Player Contract is signed on November 21st, 2018 or immediately if the contract is signed later. A second installment of 25% will be due on December 9th, 2018 with the 50% remainder due before practices begin in January, 2019. Players accepting a position in the club and paying their first portion(s) of club fees will not be reimbursed if they decide not to continue with the Club. All checks should be made payable to "Mountaineer Elite Volleyball Academy, Inc." and are to be mailed before the due date to:

Mountaineer Elite Volleyball Academy, Inc.
P.O. Box 774
Morgantown, WV 26507

If fees are not paid on time, the player will not be permitted to participate in MEVA practices and tournaments. Active playing status will be reinstated once payments are up to date.

Travel team players will be required to pay any additional expenses incurred by during tournament play, i.e. hotel accommodations, transportation cost, etc.

REFUNDS

Members who withdraw, or are dismissed, from MEVA are not entitled to any refund of their paid dues.

FUNDRAISING

Fundraising can be a key part of controlling the cost of participating in MEVA. Fundraising may occur in a variety of ways including commercial sponsorships, donations, and Club/team fundraisers.

Sponsorships are corporate donations of an amount greater than \$100 in exchange for recognition as a Club Sponsor. Corporate donations are gifts made to the MEVA of amounts less than \$100. Sponsorships and donations become part of the MEVA general funds and are used to cover any necessary Club expenses. Fifty percent (50%) of each sponsorship or donation will be used to offset the Club fees of the member securing the amount. The maximum offset of any individual's Club fees will be 100%.

Individuals may also donate or make contributions to MEVA that become part of the MEVA general funds. Donations are deductible as charitable contributions on the donor's federal income tax re-turn as long as MEVA provides written receipt for the donation. However, no deduction is allowed if there is a direct personal benefit to the donor or any other person other than the organization.

Club/Team Fundraisers are events organized by either the Club or a team to offset the membership costs of the club or team. Fundraisers are ideal methods to pay for additional tournament entry or to offset travel expenses. Fundraisers must be coordinated in advance of the event with the Club Director.



GENERAL CLUB RULES

No player is guaranteed playing time in a tournament without participating in practices, showing maximum enthusiasm, demonstrating good sportsmanship, participating in club fund raisers, participating in officiating and score keeping assignments, and working at developing her own skills.

No player is guaranteed a specific position. All positions will be determined by the coach. The coach will assess the strengths of all players to determine where an athlete best fits in the line-up.

No player is guaranteed membership for future seasons. Each new season, MEVA will conduct "Open Try-outs" for the Club teams. Each player will be evaluated to determine if they should be given an invitation to participate on a Club team. The number of teams and roster size will be determined by:

- Number of available coaches
- Availability of facilities
- Number of talented athletes

The Club Director will determine the roster of each team. Teams will not be organized based on players' affiliations with any high school, middle school, or other organization. If this should happen, it is merely coincidence.

All practices, tournaments, and other sanctioned Club activities will be supervised by an adult member of the USAV who has also accomplished the required USAV Background Screening.

In addition to the adult supervisor described above, at least one other adult will be present for all practices and Club activities. This is a safety consideration. As such, the adult to child ratio should never be greater than 12 to 1.

Any player willfully damaging equipment owned by the MEVA, or any facility used by the Club during practices, tournaments or other functions, or at lodging facilities will be required to reimburse the Club and/or facility for the damages before continuing in the Club. In some cases, the player may be dismissed from the Club.

While representing the MEVA, all players are expected to behave in a responsible manner. Determination of what is responsible lies solely with the MEVA.

In case of inclement weather, players will be notified via the MEVA Text/Email alert system.

Team jerseys are for MEVA club activities and events only. They are not to be worn for other purposes unless authorized to do so by the Club Directors. This specifically means that jerseys are not to be worn to school. Failure to comply with club rules can result in dismissal from the club.

PRACTICE RULES

Practices will be held at various locations around the Morgantown area. Specific locations, dates, and times will be announced and may differ per team. Players will receive advance notice of these sessions.



Athletes, coaches, and parents must follow all facility safety rules.

Facilities must be well taken care of by everyone.

Food and drinks (except water bottles) are not allowed in any practice facility unless otherwise advised by your coach or facility staff.

Teams are required to clean up after each practice and return the facility to the same condition it was in prior to the practice session.

MEVA, or the facility, is not responsible for loss or damage of your personal property.

Scheduled practice time is the START time and not the arrival time. Plan on arriving at least 10 minutes prior to the start of each practice. There may be a consequence for arriving late to practice and competitions.

Volleyball shoes are to be carried into practice and tournaments and only worn for practice and tournaments. This is to ensure that the shoes last longer and our facility surfaces remain clean and safe.

Horseplay by players or coaches at practice or tournaments is strictly prohibited.

All players are expected to make every effort to attend every practice. If you miss school that day you will be excused.

If a player cannot be at practice, the player is expected to make and confirm contact with the coach. It is the player's responsibility (not the parent's) to reach the coach before the practice starts.

TOURNAMENT RULES

All players are expected to be in the gym, ready to warm-up, at the scheduled time. This usually means the player needs to arrive at the site 15 minutes prior to the scheduled arrival time. **EARLIER IS ALWAYS BETTER.**

Proper conduct is expected for all members of the Club at all times. This includes players, parents, and supporters. This also means treating supporters from other teams, other parents, and officials with respect.

Players and/or parents are expected to provide transportation to and from tournament sites and practices. A decision to allow another parent to transport your child to an MEVA event is a personal decision and neither encouraged or discouraged by MEVA.

If a player cannot be at a tournament, the player is expected to make and confirm contact with the coach as soon as the player knows she will be absent. It is the player's responsibility (not the parent's) to reach the coach before the day of the tournament.



Except in cases of true emergency, any player who has an officiating assignment may not leave a tournament before the assignment is completed. Players that leave a tournament without being excused by the coach may be forfeiting their participation in the MEVA and there will be no refund.

Officiating is the shared responsibility of the entire team. All MEVA players are required at times to help with the line judging, scorekeeping, score flipping, and officiating. Each coach will determine a procedure their team will follow for officiating assignments. **EVERY PLAYER IS REQUIRED TO STAY UNTIL EXCUSED BY THE COACH.** Teams are expected to have at least one OVR certified scorekeeper and one OVR certified second official by the start of post-season play.

TOURNAMENT/PRACTICE CANCELLATIONS

Parents need to be aware of practice and tournament information during bad weather conditions. In the past, tournaments have been delayed or canceled. At times, coaches have been in contact with tournament directors on an hourly basis. During poor weather conditions, parents should check with their coach and parent representative regarding the status of the tournament or practice prior to leaving their residence.

Safety is always the first concern and it is the ultimate responsibility of the parent, guardian, family member, and/or coach to determine if conditions are safe to travel. Athletes will not be penalized due to absences resulting from inclement weather.

SAFETY RULES

Safety awareness is as important to volleyball and learning the skills of the sport. Players need to follow all safety rules. These rules are for your safety and the safety of those around you:

1. Horseplay is not permitted at any time, in any place.
2. You need to properly warm-up and cool-down before and after every practice and match.
3. You need to wear proper equipment, such as kneepads, footwear, and gym clothes to prevent chafing, blisters, and floor burns.
4. You are not allowed to practice or play when you are injured, and medical approval is required for participation following serious injury or illness.
5. Joint injuries are expected to be taped if deemed appropriate on the advice of your physician.
6. You need to treat bruises, sprains, and floor burns with ice packs or cold water to reduce swelling and pain.



EXPECTATIONS OF PLAYERS

Showing up for practice is not enough. MEVA needs players who are punctual, are in the proper frame of mind to work hard, and pay attention to coaches and cooperate with teammates and coaches.

Commitment: It is vital to be committed to the MEVA program. If you work hard in practices, matches and scrimmages, you are likely to have a successful season. Players who are committed to improving have little time for you if you simply wish to turn practices into social events.

Regular attendance: We know that not all players can show up to every practice. However, it is important to attend every possible practice. 24-hour notice to your coach is expected when you know you will miss practice.

Respect for the rules of the Club: This includes the Club's rules as well as the USAV Players Code of Conduct. Rules will be clearly stated, and will be enforced. Each team may have its own rules established by the coach and approved by the Club Director.

Sportsmanship: You are representing yourself, your family, your school and MEVA at every tournament. We are a Club that is known for good sportsmanship and integrity by our player's coaches and parents. Arguing with officials is never appropriate and not tolerated. For the older girls, you will not always know when a college recruiter is in the gym and therefore it is important to display proper behavior at all times.

Image: Our Club's image should be one of professionalism and cleanliness.

Maintaining Good grades: We consider MEVA to be a Club of scholar athletes. It is important to maintain good grades.

EXPECTATION OF PARENTS

Yes, we do expect something from our parents. Because we operate on a very tight budget, and volunteers perform much of the work, there are ways parents can help:

1. Identify potential sponsors for the Club.
2. Pick your child up on time from practices and tournaments.
3. Help with the transportation of players to out of town tournaments.
4. Be **POSITIVE**. Encourage your child. Do not yell at the team, coaches, referees, and line judges, the other team's players and coaches. Above all, encourage your child and his/her teammates.
5. Attend team organizational meetings. Most teams will get together before the season to get acquainted. Each team and coach has slightly different philosophies. Get to know your child's coach.
6. Pay your dues on time. Budgets are designed to meet expenses, and if dues are not paid, we will not be able to meet those expenses in a timely fashion. If your dues are not paid, your child will not be permitted to participate in practices and tournaments.



TRAVEL GUIDELINES

MEVA has teams that travel regularly to play in tournaments, and teams where there is no travel other than local travel to and from our own area. MEVA has established Club policies to guide travel, minimize one-on-one interactions and reduce the risk of abuse or misconduct. Adherence to these travel guidelines will increase player safety and improve the player's experience while keeping travel a fun and enjoyable experience. MEVA prohibits all types of physical abuse, sexual abuse, emotional abuse, bullying, threats, harassment and hazing, all as described in the USA Volleyball SafeSport Handbook.

1. Transportation to and from events, the supervision of children at the events, and the supervision of children away from the playing area, including overnight stays at hotels, are not services offered by MEVA or included in the price — those remain the parent's responsibility and a parent should accompany his or her child to the events if in the parent's discretion the child needs such supervision.
2. All players must be accompanied by a parent, guardian, or family member of the player at the hotel and while traveling to and from the event. In cases where the parent cannot accompany the player, the parent must notify the coach who will be the player's "designated guardian" during the travel event.
3. It is the responsibility of the parents/guardians to ensure the person transporting the minor player maintains the proper safety and legal requirements, including but not limited to: a valid driver's license, automobile liability insurance, a vehicle in safe working order, and compliance with applicable state laws.
4. Players and/or their parents/guardian are responsible for making all arrangements for travel. The team and its coaches, managers or administrators may assist in coordinating travel arrangements.
5. The officers, coaches and/or volunteers of MEVA or one of its teams, who are not also acting as a parent, should not drive alone with an unrelated minor player.
6. When possible, MEVA will provide reasonable advance notice before travel. Travel notice may include designated hotels for overnight stays as well as a contact person within MEVA or the team. This individual will be the point of contact to confirm your intention to travel and to help coordinate the travel details.
7. Regardless of gender, a coach shall not share a hotel room or other sleeping arrangements with a minor player (unless the coach is the parent, guardian, or family member of the player).
8. At no time should only one adult be present in a room with minor players, regardless of gender unless they are the parent, guardian, or family member of the player.
9. Individual meetings between a coach and a player may not occur in hotel sleeping rooms and must be held in public settings or with additional adults present, with at least one of those adults being the same gender as the player.



10. The team will make every effort to accommodate reasonable parental requests when a child is away from home without a parent. If any special arrangements are necessary for your child, please contact the team personnel who can either make or assist with making those arrangements.

11. No coach or chaperone shall at any time be under the influence of drugs or alcohol while performing their coaching and/or chaperoning duties.

12. Prior to any travel, coaches will endeavor to make players and parents aware of all expectations and rules. Coaches will also support chaperones and/or participate in the monitoring of the players for adherence to curfew restrictions and other travel rules.

13. If disciplinary action against a player is required while the player is traveling without his/her parents, then except where immediate action is necessary, parents will be notified before any action is taken, or immediately after.

14. Parents, guardians, family members, and coaches must use good judgement in regards to inclement weather. Safety is always the first concern and it is the responsibility of the parent, guardian, family member, and/or coach to determine if conditions are safe to travel. Ultimately, it is the parent's responsibility for transportation. A player will not be punished for a parent's good faith refusal to attend tournaments or practice because the parent believes the weather is too poor, or for any other good faith reason related to transportation.



GRIEVANCE PROCEDURE

MEVA encourages communication throughout its organization and recognizes the rights of its members, coaches, athletes, and athlete's parents or guardians to present grievances. Most issues, if not all, can be resolved through discussion.

Competitive team athletics, by its very nature, creates situations where everyone may not be happy all the time. Knowing when to communicate and how to communicate with your athlete's coach may be a concern for parents at some time during the season. Most often the concern is how to inquire about issues surrounding playing time.

At MEVA, we encourage the *athlete* to take responsibility for their participation. For this reason we expect the athlete to talk to the coach first when they have a problem concerning their playing time, or if they are unclear about what the coach expects from them either in practice or competition. The appropriate way to do this is for the athlete to ask the coach what they need to do to get more *opportunities* to play in matches. Most of the time, the athlete knows why they may not be playing as much as a teammate when the parent may not.

Parents can best help their athlete by helping them set some goals to achieve more opportunities. When a parent has a problem that is specific to their own athlete, we also expect them to first talk to their athlete's coach. Coaches have been instructed not to discuss coaching decisions with a parent. These coaching decisions include, but are not limited to specific match decisions, substitution patterns, etc. The coach will not be required to defend his/her thought process or conclusions in the determination of playing time, and it is improper for a parent to request that. Parents are *never* to confront a coach at a tournament.

Specifically, the procedures to follow if you as a parent, or your athlete as a member of a MEVA team, have concerns about MEVA policies or a coach's actions are, in this order:

The athlete will speak or meet with the coach to discuss the matter. If the matter remains unresolved, or if the athlete has reasonable concern that speaking to the coach will not resolve the matter,

The parent should speak to or meet with the head coach. Parents should call the head coach on the phone to set a meeting. Meetings are to be at times and locations other than practice or tournaments. If a coach is approached by a parent during a practice or tournament, we have instructed the coach to refuse to discuss any controversial matter, to refer the parent to the Club Director and to walk away from the situation. The recommended time for a parent and/or athlete to talk to a coach about a problem is a previously arranged meeting time either before or immediately after a scheduled practice.

If the matter remains unresolved, or if the parent has reasonable concern that speaking to the coach will not resolve the matter, *the parent may speak to the Director.* In certain situations, MEVA may ask the athlete to attend the meeting also. Meetings should be previously arranged. Meetings will not be scheduled during a tournament. The Head Coach or the Director will not engage in discussions about "coaching decisions."

If the problem remains unresolved, the final resolution will be referred to the MEVA Board.



OTHER POLICIES REGARDING GRIEVANCES

MEVA will not tolerate hostile, aggressive confrontations between a parent and any official, or a parent and any coach, or a parent and any athlete, or a parent and any other parent, whether the coach, athlete or other parent is a member of MEVA or not. Violation of this policy may result in the athlete being dismissed from MEVA *without refund*.

It is inappropriate for an athlete or a parent to approach other MEVA members about a problem the athlete or parent is having with a MEVA coach, about objections to coaching decisions, or about disagreement with an administrative decision. Asking uninvolved people to take sides in an issue is unfair to the third party and to the Club. For the psychological health of the teams and the Club as a whole, grievances need to be handled between the parties involved and in the proper manner.

If an athlete or parent is approached and asked to listen to, or express an opinion about matters between two other parties in the Club, it is strongly encouraged to refer the complaining party to take the matter up with either the coach in question, the Head Coach, and/or the Club Director.

Any member who, as a third party, hears remarks or stories about MEVA, its officers or its policies, that cause the member to be concerned, is encouraged to contact the Head Coach and/or the Club Director immediately to determine the facts, or to alert the club administration to a situation it may be unaware of. It is detrimental to everyone involved to repeat complaints you hear or overhear to other uninvolved parties. By the time a story gets to the third or fourth party, it frequently bears little resemblance to the truth or the facts of the situation.

Please refrain from negative comments around your athlete or other athletes. Young athletes are vulnerable and if they hear complaining about the coach, the coach's style or MEVA policies, this can have an adverse effect on their performance and/or attitude. If you, as a parent, are unhappy about something, you should follow the grievance procedure of this guide to resolve the matter. Repetitive complaining to the athlete(s) or other third parties that interferes with the Club's efforts to pursue its stated mission and purpose may be cause for dismissal from the Club.