

Lawrence Gymnastics Booster Club

2007-2008 Parent Handbook Cover Page

Welcome to the Team!

Welcome to the 2006-2007 edition of the Lawrence Gymnastics Booster Club Parent Handbook. This handbook contains useful information about team membership and the parents' club, the Lawrence Gymnastics Booster Club (LGBC). This handbook and other useful information are also available on our web site at www.lgbconline.org.

Please take a few minutes to look through this handbook with your gymnast. The following pages are guidelines and rules that help us achieve our goals. We look forward to watching the growth of our program this year and if we can help you in any way, please don't hesitate to ask.

Please review this handbook and direct any questions, comments, or suggestions to any LGBC Board member.

2007-2008 LGBC Executive Board Members

Position	Name	E-mail
President	Peggy Leslie	president@lgbconline.org
Vice President	Amy Bartle	vice-president@lgbconline.org
Secretary	Lisa Johnson	secretary@lgbconline.org
Treasurer	Becky Ryan	treasurer@lgbconline.org
Past President	Joe Schaumburg	past_president@lgbconline.org

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1. Introduction to the Team

Congratulations! Your daughter or son has been selected to be a member of the Lawrence Gymnastics Competitive Team. The parent's club, the LGBC, has prepared this handbook to assist you.

Skill Levels

The gymnastics teams consist of the following skill levels:

Girls

Level 3	Pre-team
Level 4	Pre-competitive
Levels 5 & 6	Competitive Compulsory level
Level 7	Competitive Compulsory elements with Optional Choreography
Levels 8, 9, & 10	Competitive Optional levels

Boys

Recreational	Pre-competitive
Level 3	Pre-team
Class Level 4	Pre-competitive
Levels 5, 6 & 7	Competitive Compulsory level
Levels 8, 9, & 10	Competitive Optional levels

All gymnasts in a compulsory level perform a pre-designated routine during competition. All gymnasts must successfully perform the skills at each level before advancing to the next level. Optional levels choose from a list of required elements designated for each level then include these elements in an "optional" routine – routines choreographed and tailored to that particular gymnast. The team coaches will notify the parent when the gymnast has mastered the required skills for his/her level and that he/she is ready to compete.

Coaches

The following table lists the coaches and their responsibilities.

Coach	Responsibility
David Sakumura	Co-founder Lawrence Gymnastics and assistant competitive coach
Brandon Bliss	Men's Coach Levels 5-10
Jordan Wilson	Men's Coach Level 4
Jenna Brewer	Women's Head Coach
Kim Baker	Women's Levels 3s, 4s, and 5s
Vanessa McCoy	Womens Levels 3s, 5s, and up
Amanda Dick	Women's Levels 5s and up
Jennifer Pogge	Women's Level 4s assistant

Sometimes the Lawrence Gymnastics Web site provides additional information about the coaching staff by providing a picture, e-mail address, and a brief biography. For more information about the coaching staff, visit the Lawrence Gymnastics Web site at www.lawrencegymnastics.com , ask your coach, or contact an LGBC board member.

USA Gymnastics (USAG)

USA Gymnastics (USAG) is the national governing body for gymnastics and sets the rules and policies for the sport in the United States.

Today, more than 85,000 athletes are registered in competitive programs through USAG, and has more than 15,000 professional and instructor members. Approximately 4,000 competitions and events throughout the U.S. are sanctioned annually. USAG is headquartered in Indianapolis, Indiana. The USAG web site is www.usa-gymnastics.org.

Competing gymnasts, Level 5 through Level 10, are required to pay an annual fee—currently \$52 (less a \$5 discount for online registration)—to USAG. In return for this fee, the gymnast receives a membership number necessary to compete in meets sanctioned by USAG. A sanctioned meet is run according to the guidelines established by USAG. Your gymnast also receives the bi-monthly magazine, *USA Gymnastics*. **Level 3 and 4 women's gymnasts at Lawrence Gymnastics are not required to join USAG.** This is because Lawrence Gymnastics has made the decision not to compete women's level 3 or 4 under USAG jurisdiction.

Team Uniforms

LGBC handles the financial accounting for uniform purchases. A team uniform is required for competition. In addition, Level 5 and above are required to purchase

team warm-ups and gym bags. The team coaches and LGBC handle sizing and ordering of team uniforms and warm-ups. Make payments for these items to LGBC. Your gymnast may also be required to purchase additional equipment, such as hand grips. Your athlete's coach will inform you when this is required.

2. Lawrence Gymnastics Booster Club, Inc.

Objective

Lawrence Gymnastics Booster Club, Inc. (LGBC) became a non-profit organization in 2001. LGBC's primary objective is to support and provide encouragement for gymnastics. The LGBC's role at Lawrence Gymnastics is comparable to a parent teacher organization (PTO) role in a local school. To fulfill this objective, LGBC sponsors various fundraisers. These funds are used to pay a portion of the costs incurred by gymnasts to compete as well as to pay for coaches' expenses, equipment needs, camps and recreational scholarships. LGBC also sponsors home meets:

- To help gymnasts gain confidence and competitive experience
- To reduce the cost of traveling to "away" competition sites
- To raise monies for the coaches' travel expense fund

LGBC maintains a web site at www.lgbconline.org. The site contains useful information about the organization including dates of upcoming events, Board meeting agendas and minutes and organizational documents. The web site is updated regularly with the information your gymnasts are provided in their mailboxes at the gym. Check the site regularly to make sure you are getting up to date information concerning LGBC and team activities.

Membership

Team families are automatic members of LGBC and are required to make an annual payment to LGBC. Fundraisers partially defray the cost of travel for coaches, team entry fees for meets, and to pay coaches a small amount for the time they spend at meet sessions. The annual payment is subject to change each year. The annual payment is determined by the LGBC Executive Board and is based on the funds available at the beginning of the competitive year.

Please direct any questions related to booster club membership to the board members listed on the first page of the handbook.

Meetings

The LGBC Executive Board meets once a month and as needed. Agendas and minutes of the meetings are posted on the LGBC web site at www.lgbconline.org. The LGBC as a whole meets at an event in the Fall, such as

a team picnic, and at the Spring Awards banquet. The coaches and level representatives also call informational parent meetings as the need arises.

Mandatory Parent-Coach meetings are held at the beginning of the competitive season. Information about the meets, expenses, uniforms, and other items will be distributed. These meetings give parents the opportunity to ask questions to both the coaches and the LGBC Executive Board.

LGBC Executive Board

The LGBC Executive Board is an elected board, responsible for reviewing and updating the by-laws, controlling the assets of the LGBC, monitoring fundraising activities, investigating and initiating new fundraising opportunities, and enlisting volunteers for various LGBC committees and home meets. The LGBC Executive Board includes four elected officers who serve a one-year term, except the Treasurer who serves a two-year term, and the past president. Officers are elected during the spring of each year. The LGBC president may appoint level representatives to serve on the board. Officers are volunteers (who are also team parents) who do not receive compensation for holding office. LGBC information and meeting minutes are posted on the LGBC bulletin board on the second floor level of the gym and on the LGBC Web site at www.lgbconline.org. Please feel free to call or send email to any of the board members if you have questions or comments about the LGBC.

Communication

LGBC communicates with parents and athletes using the following methods:

- Gymnast's folder
- Level Representative communication via phone call, note, or meeting
- E-mail
- LGBC Web site
- Parent meetings

The LGBC holds **mandatory** parent meetings as needed—in particular at the beginning of the competitive year. These meetings are extremely beneficial to parents because at this time meet schedules, uniform information, and fees are communicated and discussed. Level Representatives often hold meetings with parents and athletes of individual levels in order to discuss business that only pertains to that group. The LGBC also holds monthly meetings at the gym to discuss budget, fundraisers, and other issues that parents and/or coaches raise. The LGBC encourages you to feel free to communicate any issues, questions, or concerns you have to your Level Representative or to any of the board members listed on the first page of the handbook.

LGA's Commitment to LGBC

LGA's goal is to collaborate with LGBC to raise funds. LGBC rents the gym from LGA for a very reasonable rate for meets and is allowed to use the gym facilities for meetings, other small fundraisers, and to display corporate sponsorship banners at no charge. LGA does this to promote collaboration toward our common goal, which is to promote gymnastics and allow as many kids as possible to have fun while benefiting from participation in the sport.

LGBC Sponsored Home Meets

LGBC sponsors meets at Lawrence Gymnastics to give team families the opportunity to raise money for the LGBC's general fund. Working at a meet is a great way to get to know other parents and their gymnasts, as well as watch some outstanding athletes in action. Meets can only be successful if all families are involved. It is essential for each family to accept the responsibility to work at meets. This is part of your commitment to your child's sport.

Team Commitment

Being part of the team includes the responsibility to support LGBC-sponsored meets. To fulfill this responsibility, each family must agree to work one session (4 hours) at an LGA-sponsored meet. If a family is not able to work one shift, the family is responsible to find a replacement and/or will pay LGBC \$25 for payment of an employed individual to work the shift.

3. Meets

Competitive Season

The competitive season runs approximately November through May. During a girls' competition (meet), gymnasts compete on four events—vault, uneven bars, beam, and floor. During a boys' competition (meet), gymnasts compete on six events—floor, pommel horse, rings, vault, parallel bars and horizontal bar. Awards following a meet may include a ribbon or medal for gymnasts for placing and/or scoring in a certain range. A competition lasts approximately 3-4 hours. The competition schedule is sent home with your gymnast and posted on the LGBC web site once the schedule has been determined.

Meet Scheduling and Payment Process

- Coaches prepare a preliminary meet schedule for the year.
- Coaches then meet with parents as a group concerning out of town meets and costs associated with them. At this time, coaches also have alternative meet information available.
- A general consensus vote is taken among parents regarding the schedule for the year with a majority ruling.
- Costs for all meets are provided up front and along with a schedule.

- Meet information is then turned over to the LGBC Executive Board who then prepares a meet notice to inform parents of the following information:
 - Meet dates and locations
 - Host hotels, where applicable
 - Meet payment due dates
- Parents receive the meet information with a meet notice at the bottom to fill in athlete's name and whether or not the athlete will be attending or not attending each meet.
- Payments and the meet notice will be turned into the LGBC Treasurer no later than one week before the hosting gym's due date. Treasurer completes the hosting gym's roster and send payment with the roster.
- LGBC dues are payable at the beginning of the gymnastics fiscal year with an estimate of coaches' expenses calculated and divided by the number of gymnasts.
- A gymnast will not be able to compete without dues being current.

Meet Entry Fees

Each gymnast pays an entry fee to the hosting gym to participate in a meet. Checks for meets are made payable to LGBC. LGBC then writes a single check to the host gym for all Lawrence Gymnastics gymnasts who will be competing in the meet. It is important for families to turn in meet fees before or on their due date to ensure that the Lawrence Gymnastics roster will be turned in to the host gym on time. If the meet payment for your gymnast is not submitted to LGBC before or on the due date, your gymnast will not be included on the roster and therefore not able to participate in that meet. Please document your check with the gymnast's name and event for which payment is being received.

Meet Entry Cancellation

If your daughter/son has been entered into a meet, but cannot compete for some reason (such as illness, injury, or unforeseen schedule conflicts), please inform the coaches as soon as possible. **Please note that entry fees for away meets are non-refundable.**

Expenses of Competition

Expenses range from \$400-\$2,000 depending upon the class or level of gymnast. Typical expenses are entry fees, travel costs, and expenses paid to coaches for their attendance and coaching at meets. Some competitions also require an overnight hotel cost and possibly airfare.

Meet Etiquette

- Gymnastics etiquette requires that no one other than a coach may approach a judge to discuss a gymnast's performance or score.

- Refrain from coaching your daughter/son from the sidelines at a meet. This causes great confusion and sometimes embarrassment for your gymnast. Cheer on your child and express your appreciation of their performance but leave the coaching to the coaches.
- If your gymnast has entered a meet but cannot compete for some reason, please inform a Lawrence Gymnastics coach as soon as possible. **Do not call the club hosting the meet to cancel your child's entry.** It is a policy in gymnastics that only coaches are authorized to cancel entries with host clubs.

Meet Scoring

Rules that govern gymnastics scoring are determined by the sport's governing body, the Fédération Internationale de Gymnastique (FIG). At major competitions, four to eight judges sit at each piece of apparatus. Two judges determine the start value based on difficulties, special requirements, and bonus met. The remaining judges deduct for execution and composition only. Each of the judges arrives at a score independently. The high and low scores are discarded while the remaining scores are averaged. Scoring is not an exact science. It is subjective and the interpretation of the code of points varies. There are differences between judges, so the same routine can receive a different score depending upon who is judging. Good judges pretty consistently rank gymnasts accurately. Parents and gymnasts are better off looking for overall improvement over the course of the season rather than focusing on weekly scores.

Travel Meets (Away Meets)

Gymnasts are responsible for their transportation and accommodations when attending a meet away from Lawrence. Most away sites for the compulsory levels are within driving distance from Lawrence Gymnastics. An overnight stay may be desirable depending on the distance to the site and the day and time of your gymnast's session. It is beneficial to plan your hotel stays with other families. Often a hotel will offer a group rate and it's just more fun for both the parents and the gymnasts. The optional levels travel more extensively. Typically, information about away meets is given in advance.

Home Meets

Team Commitment

Being a member of the team carries the responsibility to help support LGBC-sponsored meets. Every family must work one session (4 hours) at an LGA sponsored meet. If each family is not able to work one shift, the family will be responsible to find a replacement and/or will pay LGBC \$25 for payment of an employed individual to work the shift.

Admission

All spectators are charged admission at home meets. Lawrence Gymnastics gymnasts may attend home meets as spectators at no charge, but parents, families, and friends are still required to pay admission. Workers do not pay admission for the session that they are working.

Work Sessions

A work session lasts approximately four (4) hours, but varies according to job, size of meet, and other various factors. LGBC asks that you complete each work session in its entirety. The jobs require the willingness to contribute your time to ensure the success of the meets.

Work Session Sign-Up

The meet director will distribute sign-up sheets prior to the meets. Once you have signed up to work a particular session, you are responsible for working that session. If you are unable to do so, you must find a replacement to work for you or pay LGBC \$25 for payment of an employed individual. It is your responsibility to notify the meet director of your absence.

4. Fundraisers & Donations

LGBC sponsors various fundraisers throughout the year to assist families in funding the cost of their gymnast's competition expenses. The fundraising chairs send fundraising information to all team families via gymnasts' mailboxes. Information relating to fundraisers is also posted on the LGBC web site.

Fundraiser Ideas

If you have an idea for a fundraiser, please discuss it with an LGBC executive board member. Below is a list of fundraisers that the LGBC usually conducts each year.

- Banner sponsorship
- Cartwheel-a-thon
- Home meets (such as the annual Winter Cup, men's league competition meets, and non-sanctioned meets for women's level 3 and 4)

Volunteerism

Success for LGBC means reduced costs for you as your children participate in gymnastics. However, **we cannot be successful without your help**. Please contact Peggy Leslie 749-3442 or by e-mail at president@lgbconline.org to volunteer.

Donations

Donations may be made at any time, by anyone and are tax-deductible.

- Make checks payable to LGBC.

- Indicate the purpose of the check by writing DONATION in the memo area.
- Place check in the LGBC black payment box on the second floor level of the gym.

5. Team Social Events

Gymnasts will receive information notices regarding social events in their mailboxes. Level Representatives or other parents may organize team events for gymnasts to bond and/or for parents to get to know one another. Examples of past events include pizza night at a local pizza parlor, LGA's Haunted Gym, sleepovers, and pool parties. Participation in these events is at the discretion of the gymnast's family.

Team Banquet

In the late spring, the team and their families gather for the annual awards banquet. All gymnasts and their families are encouraged to attend to, not only socialize, but to reflect on the past season's accomplishments and celebrate all the successes. In past years, distinguished alumni gymnasts return to this gala event, also.

6. How to Submit Payments to LGBC

Payments are made to LGBC for meet fees, uniforms, membership fees, and other miscellaneous expenses. To ensure that your funds get properly credited for the right purpose, please use the following guidelines:

- **Make your check payable to LGBC.**
- **Write the purpose of the payment in the memo line of the check.**
- **Place payments in the LGBC black box that is located upstairs at the gym.**

The following image is an example of a correctly completed check for payment to a meet.

Name _____ 117
Address _____
City, State, ZIP _____

Date: 10/23/06

Pay to the order of LGBC \$ 60.00
Sixty dollars and no cents ----- Dollars

Bank Name _____
Bank Address _____

Memo: Claire Bays, Emerald Meet Fee Your Signature

⑆ 123456789 ⑆ 12 34567890 ⑈ 117

7. How to Be a Good Gym Parent

- Always look for something positive in your child's performance. Remember not to berate your child if you have seen a performance you feel is not "good enough." Besides, your gymnast is certain to contradict you and point out how little you know (you can also expect this if you compliment them but at least you are on moral high ground).
- To help build your child's confidence and development, adopt a positive attitude. A parent with a positive attitude can translate into a gymnast with a positive attitude and vice-versa.
- Get to know and support the coaching staff. Training a gymnast involves everyone working together. If you see a problem or have a concern, any of the coaches at Lawrence Gymnastics are more than willing to talk with you. (They even will accept compliments on how well things are going with your child). If you cannot get a satisfactory resolution to your concern, please contact a member of the Executive Board or your Level Representative.
- Refrain from coaching your child during meets or at practice. This causes great confusion and possibly frustration for both your child and the coaches.
- Refrain from criticizing a coach in front of your child. A gymnast must believe in his/her coach if she is to trust her or him. Please discuss with the coach or with David any problems as they arise.
- Focus on the positive aspects of a meet experience with your child. Never criticize the judges, meet directors, or other coaches at a meet. Once

again, come in and speak with coaching staff after the meet to discuss your concerns. (They even will accept compliments on how well the team did at the meet).

- When your gymnast is frustrated, injured, or in pain, maintain a sympathetic, yet positive and supportive attitude to help the gymnast work through the difficulty.
- Support the organization by meeting obligations and sharing jobs. Show your gymnast his/her activity is truly important. **Get involved! We are a fun bunch!**
- Participate in the fundraisers and support the organization. Chair a fundraiser and qualify for sainthood.
- Be patient with your child's development. Understand that each child develops at his or her own rate, depending on variables such as growth rate, strength, and maturity.

Above all, love and be proud of your gymnast!

Acknowledgment of LGBC Parents Handbook

I have read the 2007-2008 LGBC Parent's Handbook and understand its content. I also agree to the following:

My daughter/son will not compete in meets unless the LGBC and USAG (if applicable) annual dues and the Meet Fee have been paid before or on the due date. I also agree that I will work one session (4 hours) at an LGA sponsored meet. If I am not able to work one session, I will be responsible to find a replacement and/or will pay LGBC \$25 for payment of an employed individual to work my shift.

Signature _____

Print Name _____

Child's Name _____

Date _____