

2015/2016 Handbook



www.bssef.com



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Message from the Program Director

Thank you for your interest in Big Sky Ski Education Foundation (BSSEF)!

The BSSEF was founded in 1993 to offer area youth a variety of recreational and competitive ski programs. As a non-profit, volunteer-based organization, our mission is to provide an opportunity for kids to become great skiers and pursue personal goals while promoting good sportsmanship, healthy competitiveness, sound technical skills, and an appreciation for the spirit of skiing in the mountains. Participants in our programs range from the young skiers learning the fundamentals of skiing to more experienced free riders and racers.

This handbook's purpose is to help you understand BSSEF's various rules, expectations, organization and structure. This book is a valuable tool for program participants and parents. It also provides tools for effective communication and cooperation among our team of participants, coaches, parents, volunteers and the board of directors.

The handbook will cover many of the questions you may have as well as provide you with contact information for further information. Please feel free to contact me with any questions.

Jeremy Ueland
Program Director/Head Coach

Message from the Board of Directors

BSSEF would like to extend our thanks to you for being part of our programs as both a participant and volunteer. As a volunteer based organization, we realize the value of every moment you spend participating in our programs and events.

There are many generous donors of both time and money that are the pillars of our program. Without hundreds of volunteer hours and the financial support from donors, our programs would not be as accessible nor delivered to the high standard for which we are known.

BSSEF is also extremely lucky to have the support and assistance of Big Sky Resort. Big Sky generously provides our team with many services and privileges that make our programs possible. We are honored to have had a long and fruitful relationship with Big Sky Resort. Lone Mountain Ranch is also a generous donor providing ski passes and a coach to our small Nordic team. The BSSEF board extends our deepest thank you to both of these generous ski resorts for their help and guidance.

The BSSEF Board of Directors,

Eric Becker, President; Marjorie Knaub, Treasurer; Andrew Schreiner, Secretary; Price Wills; Peter Bedell; Ross Pfohl; Johan Eriksson; and Kristen Brown.

Financial Information and Policy

In order to participate in any BSSEF program, full payment must be made in compliance with our payment policies. Additionally, the athlete and/or parent/legal guardian must sign and submit the BSSEF registration application and release form.

Multi-child/Multi-program Discount

If a family has more than one child enrolled in a BSSEF program or a single child enrolled in multiple programs, a 10% discount will apply to that family's program fees. Discounts do not apply to extra fees associated with races or extra events.

Volunteering

Program fees cover only a portion of BSSEF's cost. Consequently, we rely on parents to volunteer their time to help with races, fundraisers, team administration, and other events that help keep program fees affordable.

Payment

Program fees must be paid in full prior to beginning on-hill skiing or training. The BSSEF cannot finance athletes, accept partial payments, or act as a collection agency. Failure to pay all program fees promptly will result in denial of service for the participants.

Event/Race Fees and Travel Expenses

Each participating athlete will be charged for his or her prorated share of coaching fees, coaches' per diem, mileage, lodging, lift tickets, and race entry fees. The average Youth Ski League race cost is approximately \$140 per racer, while the typical cost for a junior race is \$200 or more per competitor. If a race or event is held on a regularly scheduled program day, a coaching fee will not be charged for that day. A final accounting of each participating racer's share of race costs will be prepared promptly after each race.

Financial Aid

In instances where a child or athlete has a desire to participate but the family can't afford program fees, the Board of Directors will help connect the family with organizations that can help. In the past, BSSEF has worked with Big Brothers and Sisters to provide a "scholarship" to athletes in need. Specially arranged payment options can also be discussed on an individual basis. BSSEF wants to help all children interested in the sport of skiing to participate.

Gear Purchases and Discounts

BSSEF is very fortunate to have relationships with several local shops that support the team by providing participants with discounts on gear. Ask a coach or a board member for more information. In addition, inter-family gear exchange is encouraged. Share information about gear needs and availability via the team's web site.

Team Jacket

Team jackets are required to be worn by all Alpine team participants, and a seasonal jacket lease is incorporated in the Alpine program fees. We will designate two locations in the fall for jacket pick-up and two locations in the spring for jacket returns. Check the website for dates, times, and locations.

Lift Tickets

Participants of BSSEF programs who do not attend Ophir School must purchase a Big Sky season's pass or day tickets for the days they participate in BSSEF ski activities.

Event/Race Travel Policy

Travel arrangements for all athletes will be coordinated through the Program Director. Based upon an indication of interest from eligible athletes, the Program Director will secure lodging, lift tickets, tabulate entry fees, and assist with carpooling arrangements. Please be prompt with your confirmation for participation in all races due to deadlines for race entry and lodging arrangements. Athletes must declare at the time of announcement whether or not they are participating in the team lodging package: participation is assumed, if other arrangements are not confirmed.

Parental/Coach Responsibility

Parents who travel to a race with a group of children are responsible only for their own children unless the coaching staff has been notified in advance of parents who are assuming responsibility of children other than their own. All other un-chaperoned children are the coaching staff's responsibility. If there is an injury on the hill and the injured athlete's parent or legal guardian is not present, the coaching staff is responsible for the injured athlete and may assign an attending parent to help with the care of the injured child.

Athlete safety is a primary concern, and skiing is a demanding winter sport with long days and long drives. The coach will use his or her discretion to determine whether travel distance to and from a race necessitates overnight stays. If a hotel stay en route is necessary, hotel bills will be shared among all traveling athletes.

Pocket Money

Each athlete will be responsible for his or her own meals and incidentals while traveling for races or events. If a parent is not traveling with an athlete, parents should discuss an estimated trip budget with their child and his or her coach. Too little pocket money will leave a child hungry; too much can cause problems as well. It is the family's responsibility to provide sufficient cash or access to funds (e.g., a credit card) before the athlete departs or attends events or races.

Rules and Expectations While at Events/Races

Upon arrival at the host resort, the coaching staff will distribute a schedule to which strict adherence is expected.

- Attendance at scheduled team meetings is mandatory.
- Athletes must reside in the hotel/condo rooms to which they are assigned.
- The curfew established by coaches must be observed.
- Illegal use or possession of drugs or alcohol will not be tolerated.

USSA Age Classification

The United States Ski Association (USSA) has established a classification system that permits athletes of similar ages to compete with, and be compared to, each other. Classifications are based upon the athlete's age as of December 31st of the current season:

Category	Age in Season (as of Dec. 31)	2016	2017	2018	2019
Seniors	21 and older	1994	1995	1996	1997
U21	20	1995	1996	1997	1998
	19	1996	1997	1998	1999
U19	18	1997	1998	1999	2000
	17	1998	1999	2000	2001
	16	1999	2000	2001	2002
U16	15	2000	2001	2002	2003
	14	2001	2002	2003	2004
U14	13	2002	2003	2004	2005
	12	2003	2004	2005	2006
U12	11	2004	2005	2006	2007
	10	2005	2006	2007	2008
U10	9	2006	2007	2008	2009
	8	2007	2008	2009	2010
U8	7 and younger	2008	2009	2010	2011

For more information please visit www.ussa.org.

Behavior and Conduct for Participants, Families, and Coaches

Parent's Responsibilities

- Review and become thoroughly familiar with the policies and procedures contained in this Handbook, the Northern Division Handbook, and the USSA Competition Guide and discuss with participating children.
- Make sure your child is ready and on time for his or her program.
- Assist in the administration of race and fund raising events.
- Provide safe and reliable transportation to and from practices and race sites.
- Meet all financial obligations associated with participation in BSSEF programs.
- Understand that all parental concerns with respect to adequacy of training, competency of coaching staff, or other problems with BSSEF programs are to be handled through the Program Director.
- Complete all forms and paperwork regarding participation in BSSEF programs.

It is our belief that parents should be supportive of their kids and coaches. Our coaches are highly qualified and experienced, and we are confident in their ability to help develop your children. In order to give quality time and instruction to your children, we ask that you do not accompany them during training unless invited to do so by a

coach. Naturally, you will be curious about your child's progress and we encourage you to talk to your child's coach. Many times, however, direct interventions (i.e. a parent tagging along for runs or inspecting a race course with their child) create difficult situations, especially at races. Please feel free to talk to your child's coach before or after skiing should you have any concerns.

There is a Christmas camp that is available to returning YSL skiers who are unsure of their readiness for the more advanced Buddy Werner program. Your child's coach will advise you regarding your child's readiness for Buddy Werner.

BSSEF depends on the goodwill and volunteer hours of participants and their families. Without the help of volunteers, program fees would be out of reach for most families. Each family is asked to help. Areas in which help is often needed include, but are not limited to, race administration, gate judging, timing, marketing, fund raising, chaperoning, clerical work, article writing, media contact, board of directors participation, and new family orientation. To learn more, talk to the Program Director, a board member, or a veteran parent. Information regarding volunteer opportunities may be found throughout the year on the website.

Athlete's Responsibilities

- Read, understand, and follow all aspects of the BSSEF policies and procedures and your USSA Competition Guide.
- Be a team oriented skier and practice kindness.
- Be ready for, and on time for, all programs, training, and events.
- Conduct yourself in a sportsmanlike manner at all times.
- Obtain necessary USSA, FIS, or IFSA licenses and credentials.
- Register with USSA Northern Division.
- Maintain ski equipment.
- Assist in fund raising efforts.
- Assist coaching staff in course setting, maintenance, and breakdown.
- Know and follow the training schedule.

Coaches Responsibilities

- Review and become thoroughly familiar with the policies and procedures contained in this Handbook, the Northern Division Handbook, and the USSA Competition Guide and discuss with participating children.
- Promote good sportsmanship.
- Prioritize the safety and wellbeing of all athletes.
- Keep informed about current philosophies of teaching and good ski technique and implement these skills when working with athletes.
- Arrive at coaching sessions, clinics, races, and meetings on time, prepared, and with all necessary equipment.

BSSEF takes great care in selecting the coaches that work with our programs. Most of our coaches have extensive coaching experience and have worked with children for years. Some are local Big Sky kids, now grown up, who wish to share their experience with the next generation of young skiers. Our staff also boasts several parents of participants and past collegiate coaches as well as former U.S. Ski Team members and Olympians. All of our staff take their responsibilities seriously and look forward to working with your child.

Code of Conduct

BSSEF athletes, coaches, officials, volunteers, and parents are expected to conduct themselves in a sportsmanlike manner and are responsible for their actions during training, at competitions, traveling to and from competitions, while at areas hosting training or competitions, and during fundraising events. BSSEF expects all athletes, coaches, officials, volunteers, and parents to behave with a high degree of decorum and to realize their actions reflect directly upon the team and its supporters. While with the team, all athletes will be required to treat other team participants with the respect and dignity worthy of young leaders. Any behavior perceived as bullying will not be tolerated. The use of cell phones to text or talk during team activities is not allowed. (Exceptions are made for parents trying to communicate with their child.)

BSSEF athletes, coaches, officials, volunteers, and parents are responsible for knowing competition rules and procedures. This includes demonstrating respect for competition officials, ski area employees, ski patrol personnel, and the skiing and snowboarding public; courtesy and good manners; responsible behavior; no profane or abusive language; mature conduct; respect for property; abstinence from illegal use or possession of alcohol or drugs; respect for facilities, privileges, and operating procedures; and respect for closed areas. All of the preceding is in accordance with the USSA Code of Conduct.

Athlete Discipline Policy

Failure to comply with any part of the Code of Conduct can lead to disciplinary action against an athlete. The disciplinary action taken at each of the following steps will reflect the severity of the offence and will be the discretion of the board, program director, and coach. **If an athlete breaks the law, endangers another or themselves, breaks ski area rules, or damages property, the misconduct will be handled as if it were a fourth offence.** If an athlete engages in misconduct or unsportsmanlike behavior, the following steps will be taken:

- 1st offence: The coach will speak to the athlete privately in order to discuss the inappropriate behavior and ask that the misconduct stop.
- 2nd offence: The coach will speak to the athlete privately in order to discuss the inappropriate behavior, ask that the misconduct stop, and will contact the athlete's parents.
- 3rd offence: The coach will arrange a meeting with the athlete, a parent or guardian, the program director and a board member to discuss the behavior and decide on an appropriate disciplinary action.
- 4th offence: The athlete, his or her legal guardian or parent, coach, and program director will meet with the entire board to decide appropriate disciplinary actions, including, but not limited to:
 - Removal from the team trip or training camp
 - Suspension from training and/or competition
 - Elimination of coaching, travel, and other privileges

The coaching staff reserves the right to excuse any athlete from training and/or competition for any behavior which is deemed disruptive, dangerous, or disorderly.

- Disruptive Behavior—is any behavior that interrupts or impedes the progress, movement, or procedure of training, racing, or operation of the BSSEF.
- Dangerous Behavior—is any behavior which is apt or able to harm him/her or others.
- Disorderly Behavior—is any behavior which is disturbing the public peace or decorum, or is unsportsmanlike and offensive to others. This includes, but is not limited to, the use of foul language; inappropriately addressing or treating an athlete, parent, fellow coach, board member, ski area representative, volunteer, or program director; willfully disregarding BSSEF policies; and not fulfilling

responsibilities outlined in this Handbook.

If an athlete is suspended from participation in BSSEF programs for misconduct, that athlete and family will forfeit their program fees and deposits.

Coaches, Volunteer and Officials Disciplinary Policy

Failure to comply with any part of the Code of Conduct can lead to disciplinary action against coaches, officials, volunteers, and parents. Disciplinary action can include, but is not limited to:

- Removal from the team trip or training camp
- Suspension from training and/or competition
- Elimination of coaching, travel, and other privileges

The Program Director and the BSSEF Board reserve the right to excuse any coach, volunteer, or official from coaching, training and/or competition for any behavior which is deemed disruptive, dangerous, or disorderly.

- **Disruptive Behavior**—is any behavior that interrupts or impedes the progress, movement, or procedure of training, racing, or operation of the BSSEF.
- **Dangerous Behavior**—is any behavior which is apt or able to harm oneself or others.
- **Disorderly Behavior**—is any behavior which is disturbing the public peace or decorum, or is unsportsmanlike and offensive to others. This includes, but is not limited to, the use of foul language; inappropriately addressing or treating an athlete, parent, fellow coach, board member, ski area representative, volunteer, or program director; willfully disregarding BSSEF policies; privately contracting with athletes for coaching while employed with BSSEF; and not fulfilling responsibilities outlined in this Handbook.

Failure to comply with any part of the Code of Conduct can lead to disciplinary action, coaches, officials, volunteers, and parents.

- **1st offence:** The coach, official, volunteer or parents will be excused from training.
- **2nd offence:** The coach, official, volunteer, or parent will be excused from training, and a suspension will be levied.

Any disciplinary action taken shall be applied fairly and equitably to all parties involved. In each case of disciplinary action, a hearing will be held by the Board of Directors within five (5) days to review the situation.

Mountain Policy

BSSEF's use of Big Sky Ski and Summer Resort property and facilities is a privilege. Everyone associated with BSSEF should at all times follow the Code of Conduct contained in this Handbook. In addition:

- Do not cut the lift line at any time for any reason
- Display exemplary conduct at all times in all places
- Ski at safe and responsible speeds
- Be especially polite and helpful to all ski patrol personnel, mountain staff, and the skiing and snowboarding public

Remember—your behavior reflects on the team and our host mountain.

Notice of Non-discriminatory Policy

BSSEF admits participants of any color, race, and national and ethnic origin all rights, privileges, programs, and activities generally accorded or made available to participants in BSSEF. BSSEF does not discriminate on the basis of race, color, national or ethnic origin in administration of its educational policies, admissions policies, scholarship, and athletic and other BSSEF administered programs.

School Policy

Parents, legal guardians, and athletes should all review their athlete's school's policies and procedures regarding participation, eligibility, and excused and unexcused absences. All athletes must maintain a B- cumulative grade point average in order to participate in competitions.

Medical/Accident Insurance

All BSSEF program participants are required to have valid and sufficient medical/accident insurance coverage and to accept full responsibility for provision of coverage as a condition of participation in official training and competition. Proof of insurance must be carried by program participants and available at all times so that prompt medical/hospital care can be authorized if needed.

Press Policy

All verbal or written communication to the public, USSA, or the media regarding the BSSEF must be approved in advance by the BSSEF Board or a designated representative.

Information

Information regarding events, activities, and training schedules will be available from the following sources:

- <http://www.bssef.com>
- director@bssef.com
- Local newspapers (for advertisements of events)
- Any member of the coaching staff or designated members of BSSEF

The BSSEF's office phone and fax numbers are 406-993-2773 and 406-993-2772, respectively.