



www.onyxskatingacademy.com

MISSION STATEMENT

To cultivate a safe and supportive environment that provides for the advancement of our members in all disciplines and levels of figure skating.

ONYX ROCHESTER ICE ARENA
52999 DEQUINDRE ROAD
ROCHESTER, MI. 48307
(248) 601-6699
FAX – (248) 601-0102
www.onyxicearena.com
Director: Daniel Palmeri

SUBURBAN ICE - MACOMB
54755 BROUGHTON ROAD
MACOMB, MI 48042
(586) 992-8600
FAX – (586) 992-86666
www.suburbanice.com
Director: Tracy Daniels

ALL SKATERS AND MEMBER PARENTS ARE RESPONSIBLE FOR BEING FAMILIAR WITH THE INFORMATION CONTAINED IN THIS PACKET. PLEASE READ THE INFORMATION THOROUGHLY.

2017- 2018 - BOARD OF DIRECTORS

President..... Jen Daskas
Vice President Russel Wilkinson
Treasurer Jen Schneider
Secretary Julie Roehrig
Director Julie Comito
Director Heidi Gannon
Director Lorraine Schipperijn
Director Jackie Shulin
Director Jen Taylor
Director Connie Wakefield

2017-2018 – Committee Chairperson

Onyx Challenge/CompetitionsJen Daskas
TestingLorraine Schipperijn
MembershipConnie Wakefield
Service HoursJulie Roehrig
Dress SaleDebbie Lengel
OSA Spirit WearJackie Shulin

U.S. FIGURE SKATING

U. S. Figure Skating Associate (USFSA) is the national governing body for the sport of figure skating in the United States and is an active member in the International Skating Union (ISU) and the U.S. Olympic Committee (USOC). U.S. Figure Skating works with the ISU and USOC to continuously improve and promote figure skating worldwide. It is the official organization that leads skaters through Regional, Sectional and National competitions and on to Worlds and the Olympic Games. The organization originated in 1921 with 7 member clubs. Today, the organization has over 500 member clubs and over 171,000 skaters.

All members of the Onyx Skating Academy (OSA) are required to be members of U.S. Figure Skating. These fees are covered in OSA membership dues as described below. Membership with the OSA and USFSA provides the skater the right to test and compete through USFSA. Each Resident, Collegiate, Introductory and Adult member will receive the monthly *Skating Magazine*, which will be sent to your home address.

OSA MEMBERSHIP

YEARLY MEMBERSHIP RENEWAL

Each year your membership in the OSA and USFSA must be renewed. The renewal period begins in May and payment is made using the online website Entryeeze.com (<http://comp.entryeeze.com/Membership/Welcome.aspx?cid=85>). It is **very important** to keep your membership information up to date on Entryeeze. It is the member's responsibility to renew their membership and make payment before the due date as stated on the membership site. Each membership helps subsidize the cost of: Off-Ice equipment, coaches' memberships, regional gifts/Stipends, Sectional Stipends, banquet gifts, Ice-Show Cast Party

ALL MEMBERSHIP DUES ARE NON-REFUNDABLE as stipulated in the bylaws.

MEMBERSHIP TYPES

RESIDENT MEMBER: This membership allows members to have a voting right and is entitled to hold office. Along with the privileges listed above, Resident Members have first priority over ice time. All Resident Members must represent the Onyx Skating Academy as their home club. Any member under the age of 18 is considered a minor and shall require a parent or legal guardian to represent their interest in the club and is hereby referred to as a Parent Member. The parent or legal guardian must also become a member of USFSA. The parent or legal guardian does not have skating privileges in the club with this membership.

- Resident Membership Dues (Includes USFSA dues for skater & one parent): \$175.00
- Additional skating family members' dues (Includes USFSA dues): \$90.00
- Any member under the age of 18, must have only one parent member (no cost)
- Volunteer Service is required as is stipulated on the membership application

ADULT MEMBER: Shall be 18 years of age or older. In addition to the privileges authorized in the USFSA By-laws, shall also have voting rights and is entitled to hold office. All adult members must represent the Onyx Skating Academy as their home club.

- Annual Dues (Includes USFSA dues): \$80.00
- Volunteer Service is not required strongly encouraged

COLLEGE MEMBERSHIP: Must be currently enrolled in college. They may contract ice for the Fall/Winter and in the Spring/Summer Session. They are allowed to purchase drop-in passes and drop in whenever ice is available. They do not have voting rights and is not entitled to hold office. This membership is good for four consecutive years.

- One time Due (Includes USFSA dues): \$110.00 (good for four years)
- No volunteer Service is required but is encouraged.

INTRODUCTORY (PRE-ACADEMY) MEMBERSHIP: Introductory Members shall not have privileges of the OSA except the right to contract two (2) hour session per week during the fall/winter/spring ice contracts, and may participate in off-ice programs. Introductory members are not entitled to vote or hold office.

- Annual Dues: \$90.00 Skater only
- Only allowed for one year
- No Volunteer Service is required but is encouraged

SECOND CLUB MEMBER: Second Club Members shall have no privileges of the OSA except the right to purchase ice. All Second Club Members must be a home club member at another USFSA club in order to qualify for this membership.

- Annual Dues: \$80.00
- No Volunteer Service is required but is encouraged

HONORARY MEMBERSHIP: This is a membership that is granted to a person by the Board of Directors and shall pay no fee or dues. This membership also allows members to have a voting right and is entitled to hold office.

INTERNATIONAL MEMBERSHIP: International members shall have no privileges of the Club except the right to purchase ice. All "International" members must be members of the governing body of figure skating in their home country in order to qualify for this membership.

SKATER AND PARENT CODE OF CONDUCT FORM

All skating academy members must sign a Skater Code of Conduct. In addition, any skater under the age of 18 years old must have a parent sign the Parent Code of Conduct form. This form is required as per the club's bylaws and can be found on the Entryeeze membership site.

CONCUSSION AWARENESS FORM

All skating academy members must sign a Skater Concussion Awareness. This form is required as per the club's bylaws.

SAFE SPORT FORM

All skating academy members must sign a Skater Concussion Awareness. This form is required as per the club's bylaws.

USFSA MEMBERSHIP CARD

After the membership application and dues have been submitted, the OSA will obtain/renew a USFSA membership. The membership card will be directly mailed to your home. This applies to all Resident, Additional Resident, Introductory, Adult, and College Members. Second Club members will obtain their USFSA membership card through their home club.

UPGRADING MEMBERSHIP TYPES

Any membership upgrades will be subject to the full difference of the original membership amount and the new membership fee. There will be no pro-rated dues offered for upgrades.

SENIORITY NUMBERS & CONTRACT ICE REGISTRATION

Seniority numbers are assigned to members based on their join date for Resident, Additional Resident, Introductory and Collegiate membership types. Seniority numbers are used when purchasing ice for the Fall/Winter/Spring contract or Summer contract. Resident members moving to a Collegiate membership retain their original seniority number. A seniority number may be forfeited if a member does not pay their dues on time. Seniority numbers can be reassigned when the board deems it necessary.

VOLUNTEER SERVICE HOUR REQUIREMENTS

The Onyx Skating Academy requires countless number of volunteer hours to function and to provide events and opportunities for our skaters. The volunteer requirements are per family per year as required by your membership in the club and as mandated by Article VI, Section 14 of the club's bylaws. The service hour year matches the Onyx Skating Academy membership year of June 1st – May 31st and is listed on your membership application form each year. The yearly requirements are a minimum of eight (8) hours to assist with the club's competition events, the Holiday Spectacular, or additional events throughout the membership year. Service hours may be subject to change depending on the club's events per year. If you will not be able to fulfill this obligation, you must include a \$250 fee with this membership application. For each hour not completed a \$25 per hour fee will be charged.

DROP – IN PASSES

You can purchase drop-in passes to skate on Onyx Skating Academy (OSA) contract ice time as long as there are less than 24 skaters on that ice. Non OSA members may drop in a maximum of five times a year. After this time, you must be an OSA member to skate on any contract ice time. Drop in passes must be purchased at the rink they are dropping in at, either Suburban Ice or Onyx Ice Arena.

MEMBERSHIP STATUS

Keeping current with the financial aspect of skating is an important factor. Any skater who has outstanding membership dues, past due ice contract fees (including any and all late charges or penalties incurred) with the club or rink, owes for missing drop-in passes, and/or have not completed their Service Hour Requirements will be regarded as “not in good standing” with the club. Members not in good standing will not be allowed to test, compete, or skate as a member of the OSA. They will also be reported to USFSA, which will prevent them from joining another club until such time that a satisfactory settlement has been made with the OSA.

Financial issues between a skater and coach are not a club issue. However, should you have a situation arise that prevents the skater from obtaining lessons or other privileges at the rink, you may bring the issue before the Board of Directors. The club does have a Grievance Process in its bylaws therefore; please contact the Club President directly.

STANDING COMMITTEES

The following Standing Committees can always use your help. As necessary, solicitations will be sent out via email and Entryeze.

MEMBERSHIP: Shall present candidates for membership in the club by registering the new members with USFSA and the Onyx Skating Academy. The committee will keep an updated roster by category of membership and provide such a roster to all members of the Board of Directors, the Figure Skating Directors, and the rink management staff. The committee shall update the roster with respect to member freestyle skate test level and the committee shall assign Seniority Numbers for the sake of contract ice registration and other purposes. The committee shall be presided over by the person designated as the Membership Chairperson who shall be appointed by the Board of Directors as necessary.

TEST: Shall have overall responsibility for coordination of the USFSA testing program for the Club. The committee will arrange tests and notify members of such test, conduct the test sessions, and register the test results with USFSA. They will also provide successful test candidates with the appropriate recognition. The committee shall be presided over by the Test Chairperson who shall be appointed by the Board of Directors.

COMPETITION: This committee will coordinate any competition sponsored by the Club. They will be responsible for all arrangements including contacting judges and officials, arranging for facilities, advertising the event, and soliciting participants. The committee shall be presided over by the person designated as the Competition Chairperson who shall be appointed by the Board of Directors as necessary.

ICE SHOW: This committee will be responsible for coordinating the annual ice shows by working closely with the rink's Figure Skating Directors. There are two shows a year. Suburban Macomb holds a Charity Fundraiser Holiday Spectacular in December. In May at the Onyx, there is a Spring Ice Show production. Information on both these shows will be distributed in early fall by the rink directors.

FUNDRAISING: We currently have two fundraisers.

Kroger: All you do is go to www.krogercommunityrewards.com and sign up for OSA in Rochester, MI (#84342) to be your organization to receive your rewards and then shop at Kroger. This is for Macomb and Rochester skaters. All money received from Kroger will go directly to OSA special projects. Dawn Steffens at dsteffens22@gmail.com can send you detailed steps on how to sign up and will answer any questions.

Scrip: This is where you can purchase gift cards to make purchases and a percentage will be sent to the OSA. You can use the funds you earned to offset the cost of your ice contract and membership fees. For more information contact Dawn Steffens at dsteffen22@gmail.com.

SERVICE HOURS: This committee keeps track of the service hours OSA members have completed during the membership year. Members are responsible for tracking their own service hours on their Service Hour Card. Service Hour Cards will be signed by an authorized event coordinator and submitted to the service hour chair when the requirements are fulfilled. It is best to keep a copy for your records. Service hours will be tracked and updated on Entryeeze (members account) where members can check to see that they have completed their requirements.

AD HOC COMMITTEES: These shall be formed as necessary to coordinate and oversee special events and projects throughout the year. Each committee shall be presided over by the person designated as the Committee Chairperson as appointed by the Board of Directors.

*** PROPER ETIQUETTE FOR ON ICE SKATING ***

Please carefully read the following page.

These rules are in place for the safety and fairness to all skaters on an ice session.

OSA ICE RULES

- All members are expected to know and observe the rules for ice sessions.
- The OSA expects appropriate dress, behavior and language when representing our club.
- Members should notify the front office and the OSA Board of Directors, in writing, if they should witness inappropriate behavior. These rules are enforced with the Onyx Rochester Ice Arena, Suburban Ice-Macomb, and the OSA Board of Directors.
- **Checking In**
 - All skaters must check in with the monitor *before* going on the ice
 - If a skater is dropping in they must submit an embossed drop-in pass to the monitor (Please make sure the pass is completely filled out)
 - If the monitor cannot be found, there is a blue drop-in pass box near the entrance to the rink. Skaters should drop their pass in the box before going on the ice.
 - Only Onyx drop-in passes are accepted at the Onyx and Macomb drop-in passes accepted at Suburban Ice-Macomb.
 - Skaters should remain on the ice for the duration of the session
- **The Five-Minute Rule** is in effect for all sessions.
 - Any spot not used or checked in may be sold to a drop-in skater. EXCEPTION: Those skaters whose names have been recorded as having to arrive late.
- **Locker Rooms**
 - All skaters must use the assigned locker room
 - Absolutely no skate bags are to be left in the lobby
 - Skaters will not be allowed on the ice until their bag is in the room
- **Rules of Etiquette**
 - Purposely kicking or gouging the ice is forbidden.
 - Skaters are not to slap or kick the sides of the rink.
 - If skaters are standing by the wall, monitors will ask them to leave the ice (Visiting is to be done off the ice).
 - Only OSA professional staff is allowed to use the jump harness for teaching purposes.
 - No electronic devices will be allowed on the ice, excluding professionals.
- **Water/Tissues**
 - Only water bottles will be permitted on the ice
 - All skaters should be sure to throw out all used tissues in a trash container
- **Right-Of-Way**
 - All skaters doing their program have the right-of-way
 - Skaters must wear a vest while in a program with music.
 - All skaters in lessons have the right-of-way over skaters not in a lesson
- **Music Requests**
 - Skaters have the right to request their music to be played during a session
 - Skaters may request each of their programs only once per session
 - Music order will be Pro-request, Pro-request, Skater request
 - When there are no requests, monitors will be running through music selections in the order in which they were received
 - Skaters have the right to wave off their music
 - No music will be played during the first five-minutes and the last two-minutes of each session
 - No skaters should be entering the music booth.
- **Exiting the ice**
 - All skaters must get off the ice immediately at the end of their session
 - Locker rooms and other areas around the arenas are to be left clean and all debris picked up and put in the trash containers

TEST SESSION GUIDELINES

AREAS OF TESTING:

MOVES IN THE FIELD: This is patterns on the ice with a focus on edge quality, power, extensions and quickness. Skaters will test in this area first and must pass the Moves in the Field level first before you can test the freeskate corresponding level. Test levels are Pre-Preliminary, Preliminary, Pre-Juvenile, Juvenile, Intermediate, Novice, Junior and Senior.

FREESTYLE: This focuses on jumps and spins. This test level determines what level the skater will compete at. The test levels are the same as the Moves. The corresponding moves level must be passed first before testing the same freestyle level.

DANCE: The structure of ice dance tests and levels is slightly different since there are compulsory ice dance tests and free dance tests. There are at least three different compulsory dances in each dance test. Test levels are Preliminary, Pre-Bronze, Bronze, Pre-Silver, Silver, Pre-Gold, Gold and International.

- The decision to test is up to the skater's coach and the skater. This decision should always be discussed with the head coach if your skater has multiple coaches.
- The OSA test application requires the pro's signature and parent signature, if minor, in order to test.
- Home club members of the OSA do not need the test chairperson's signature when testing at the Onyx, however, the test chair will verify all applicant's for eligibility for the test(s) requested.
- However, if you plan on testing out of club you must have the test chairman's or a club officer's signature on the test application.
- If skater owes any outstanding drop-in passes, contract fees, other outstanding fees or unfilled service hours from the previous membership year, the skater will not be eligible to test until obligations are fulfilled.
- Please read over the following checklists listed below.

APPLICATIONS

- Complete the test application in full and **remember your USFSA number must be on the form.**
- **Signature is required by the skater's coach.**
- If you are testing dance or pairs you need to list your partner and their USFSA number.
- Applications MUST be mailed to the test chairperson's address with payment by the posted due date.
- The skater, or parent if skater is a minor, must sign the application.
- Scheduling a day of tests is a difficult task for the test chair as there are many variables to contend with therefore, special requests will be considered only under limited circumstances. Please keep this in mind when deciding to submit a test application. The skater should be available at anytime for the given test date.

BEFORE TESTING

- Make sure you check the testing schedule when it is posted on the Onyx Skating Academy Bulletin Boards
- Consult with your coach about your attire, makeup, and hair for the test. Skates should be polished and laces clean.

ON TEST DAY

- **Arrive at least 30 - 45 minutes prior to your test warm-up time.**
- Be Considerate of others testing - No talking or running around the arena during testing.
- After the test is completed, the test chairman will give your coach the copy of the test results. You will receive a sheet for each judge on your panel with the exception of trial judges. This copy is for you to keep. The test forms will be handed out after each group of testing is complete.

OSA TEST PIN GUIDELINES

1. Pins will be given to all skaters who have passed a level in a given area (Moves in the Field, Freestyle, Pairs and a complete category in dance) by Resident, Adult and College club members who represent the Onyx Skating Academy as "Home Club". Pins are distributed at our annual banquet in May/June. Any test completed in May will receive the pin at the next years banquet.
2. All tests must be taken at an Onyx Skating Academy test session to receive test pins from the OSA, unless reciprocity is in place with another club. If a skater tests out of club, skater has the option of purchasing a pin from the test chair to be included at the banquet or you can purchase on your own.
3. Skaters must remain a member in good standing throughout the entire Membership Season. Should ice or membership be dropped anytime during any portion of the current fall/winter and spring seasons OSA reserves the right to forfeit the right to a test pin.
4. Skaters who transfer membership to the OSA with some dances of a dance level completed will receive a pin if the majority of the dances are completed at an OSA test session.
5. Once a skater passes the senior level of a given discipline, their name will be put on a plaque that will remain on display at the Onyx and/or Suburban Ice.
6. Once a skater passes the senior level of a given discipline at their home club, they will receive a plaque at the May/June OSA skating banquet. If a skater passes any senior level discipline out the club the skater has the option to purchase the Gold Medal plaque from the test chair to be presented at the banquet, or given to the skater at any time after the banquet if skater cannot attend the banquet.
7. Pins are given out at the annual OSA skating banquet held in May/June. If you cannot attend arrangements must be made with the test chairman to receive your pins.
8. Any exceptions to the above are left up to the discretion of the Board of Directors.

GENERAL INFORMATION

BOARD MEETINGS

Board meetings are generally held on the second Wednesday of the month at 6:30pm at the Onyx. Board meetings are open to all members.

GENERAL MEMBERSHIP MEETINGS

General Membership meetings are held each year in May. Members are strongly encouraged to attend this meeting each year. Dates are posted on the Bulletin Board in advance. These meetings are when the Board of Directors present the membership with what has happened over the course of time, as well as, what is coming up in the club's future. Input from the members plays an important part in developing the needs and wishes of the club.

ICE CONTRACT SEASON

Fall/Winter/Spring season runs September - June. Summer contract season runs June - August. As an OSA member you have privileges to contract ice at both Suburban Ice in Macomb and Onyx Ice Arena in Rochester. Your ice contract is with the rink of either Suburban Macomb and/or Onyx Ice Arena and not with OSA. The OSA President, the Figure Skating Director, and the rink management team, work very closely together to develop an ice schedule that is conducive to our members. It is always a difficult task. Every effort is made to accommodate everyone's needs but that may not always be possible. It can help to consider several different options when planning your ice sessions. We understand that circumstances can change however, due to the administrative work that every contract entails, changes in contract ice is subject to a fee, payable to the rink. Ice contract bills must be kept current, including any late or administrative fees applicable, in order for the skater to remain in "good standing" with the club.

UP-TO-DATE INFORMATION: A good source for keeping up to date on upcoming events and information is our two OSA bulletin boards. At the Onyx the bulletin board is located between rinks 2 and 3 next to the ballet room. At the Suburban Ice [Macomb](#) the bulletin board is located inside Rink 2 on the left wall when entering. Information is also posted on our web-site at www.onyxskatingacademy.com. Another good source of information is at www.sk8stuff.com or www.USFSAa.org. There are several other web-sites out there; these are just the main ones. Another way to learn more about the world of skating is to volunteer at our many events. Meeting and talking with other parents can be a great learning experience.

FIRST AID

Minor first aid assistance is available at the front desk. Please be sure that all contact information and medical alerts are current on your skater's membership application. This will assist greatly should you need to be contacted quickly.

LOST AND FOUND

Check at the front office for any lost items. Music CD's left after a session will be kept in the Monitor's box until skater retrieves it.

TELEPHONE MESSAGE

Rink personnel will not take telephone messages for coaches. Please ask your coach for a number he/she can be reached directly. Coaches are independent contractors with privileges to coach and the ice arena and are not direct employees of the ice arena or of the Onyx Skating Academy.

SKATE SHARPENING

Fred Martin: Once every two to three weeks Fred Martin will come to the Onyx to sharpen skates. Dates are posted on the OSA bulletin board or on our website. Appointments for time-specific sharpening must be made with Fred on his web site fredsskatesharpener.com or call @ (248) 334-6995. If you wish to leave your skates for sharpening, you may leave them at the front desk. Please leave payment for competitive skate sharpening or for learn-to-skate sharpening; inside one of your skates, with your appointment confirmation slip; checks need to be made out to "Fred Martin". Fred will leave skates not picked up by the end of the day in the coaches' room. If payment is not left in skate then the skates will need to be picked up at his location at the Detroit Skate Club during his normal business hours.

CLOTHING GUIDELINES

- Girls—Skating or dance apparel should be worn on all skating sessions. Street clothes are unacceptable.
- Boys – Pants with a shirt neatly tucked in is acceptable. No jeans are allowed.
- Testing – All parents and skaters should consult with their coach about what they plan to wear for the test. All skaters should look neat and well manicured in appearance.
- Competition – Costumes need to be planned out months in advance. Consult with your coach about the design and color that best suits the skater's age and music.

COMPETITIONS

Throughout the year there are many competitions of various kinds. Your skating coach can recommend which competitions would suit your skater and how often. Competition forms are available to all coaches. All competition forms outside of the OSA's competitions need to be signed by a club officer. Please submit your forms to the front desk, where an officer will sign them to be picked up at a later date. The Onyx Skating Academy holds an annual competition at the Onyx, the last weekend of August (The Onyx Challenge) and all members are encouraged to participate. Information is always posted at Entryeze.com

A Basic Skills (beginner) competition will be held in the spring at Suburban Ice-Macomb and is now part of the Michigan Basic Skills Series. All Learn-to-Skate and OSA skaters are encouraged to participate; having a coach is not required. These competitions are dependent on volunteer help to be a success.

JUDGES

A judge plays a very important role in the world of figure skating. Many hours of practice, studying, trial judging, and attendance at special seminars is required to become a qualified judge. If a parent or an adult is interested in becoming a judge, please contact the skating director or the club president for information.

CHOOSING A COACH

This is a very important decision to make. The front desk staff, Skating Directors, and Board Members cannot make recommendations.

- New members who are not familiar with our professional staff should carefully look over the skating credentials. A list of Onyx Skating Academy coaches is available by asking at the front desk or checking the website.
- Do not hesitate to call several coaches and talk to them about your skater and what his or her needs and expectations are.
- Coaches set their own hourly rate based on their experience and expertise. Be sure to ask before committing to lessons and also about their billing routine and payment expectations. Also ask about their charges for test days, competition events, and missed or cancelled lessons.
- We recommend that parents view a skating session to watch all the coaches in action.
- Weigh out factors that are important to you such as; your budget for skating, time restraints, and a good personality fit for your skater.
- You should have a first, second, and possibly a third choice if your first or second choice doesn't work out.
- You can start out on a trial basis for the first few lessons, but make sure the coach or coaches understand this arrangement completely.
- All Onyx Skating Academy coaches are independent contractors.
- Coaches are contracted by you for any and all lesson times.

WORKING WITH YOUR COACH

- Do not hesitate to ask questions. Coaches are happy to discuss a skater's situation.
- It is important to remember that a coach most likely has many skaters and each situation is different. It is best not to compare one skater with the next because they all tend to progress at different rates. Coaches work with skaters on an individual basis and will do what is best for each.
- When you pay a coach, you are paying for their time, experience, and knowledge. Time spent talking with a coach is a valuable part of each lesson. It helps the skater to understand their coach better.
- If you are going to miss a lesson time or be running late, please call your coach directly so that they may plan their time appropriately. Many coaches do charge for lessons that are missed without proper notification.
- Encourage your skater to talk to their coach about their goals in regards to skating and otherwise.
- Always discuss with your coach, which skating events the skater will participate in for any upcoming period of time so that everyone may plan accordingly.
- If you have more than one coach working with a skater, there will be a Head Coach who will oversee and make decisions for a skater regarding competitions, testing, etc. This helps prevent situations from being misdirected.