

LYMAN ROWING ASSOCIATION

HANDBOOK

2020-2021



"PULL HARD, GO FAST, HAVE FUN!"

Welcome to Lyman Rowing Association

Lyman Rowing Association was started as a small rowing team in 2005 at Lyman High School with barely filling a four-person boat to a team that has won numerous medals at regattas all over the state as well as the country. Our crews have won numerous state championship medals as well as our team taking the Overall Points Trophy at the 2016 and 2017 Gator Head Regatta in Gainesville, FL and our Boy's Junior 8 placing 3rd in finals at the 2017 Stotesbury Cup: World's Largest Scholastic Regatta in Philadelphia, PA. In Spring of 2020, all of our boats medaled at the Spring Sprints in Tampa, FL.

As a club sport of Lyman High School, our team members provide the financial support for Lyman Rowing and its activities (racing, travel, purchasing equipment, coaching, hospitality at regattas, etc.) by way of dues, fundraising and community, corporate and individual donations.

2020-2021 Board of Directors

President	Jeanne Jacobs	lymanrowingpresident@gmail.com	321-217-8060
Vice President:	Luis Munoz	lymanrowingvicepresident@gmail.com	407-399-4747
Treasurer	Leta Smith	lymanrowingtreasurer@gmail.com	407-221-2536
Secretary:	Billie Durbin	lymanrowingsecretary@gmail.com	937-543-2957
Director:	Pamela Bond	pamelarbond@gmail.com	407-970-1598
Director:	Matt Cummings	Matt.cummings1176@gmail.com	407-961-0098
Director:	Chris Kilby	lymanrowingswag@gmail.com	407-221-8383
Director:	Michelle Milstid	mishka5134@yahoo.com	407-451-2736
Director:	Michael Schoenly	michael.schoenly@yahoo.com	321-522-7917
Director:	Kay Shilling	lymanrowinghospitality@gmail.com	407-716-9861

Head Coach

Head Coach John Jacobs	seminolecountyrowing@gmail.com	407-310-0559
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Faculty Advisor

Gretchen Hobkirk	Gretchen_Hobkirk@scps.k12.fl.us	School 407-746-2271 or Cell 407-702-4787
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Communication is important! Be sure to sign up for text alerts, check our website, join our Facebook page, and check your email regularly for important information. Go Greyhounds!

Find us at
 "http://www.lymancrew.org"
 g" www.lymancrew.org
 and on Facebook at
 "Lyman Rowing
 Association"



For text alerts: Text
 @lymanrows to
 81010

PARENT RESPONSIBILITIES

Basic Information

- For the time being due to COVID-19, we are asking parents to refrain from hanging around the boatyard during practice. Parents will be unable to ride on the launch. Usually, parents are encouraged to come to practice and races; however, please do not distract crew until after the boats and equipment are secured. We encourage you to ride on a launch with coach during practice, please set up an appointment.
- Parents are encouraged to come early on race days and stay for the entire day. Look for the Lyman Crew tent with the Lyman Crew Banner at race site. *Remember we are a volunteer run organization. We need volunteers to help at each regatta.*
- Parents should not get involved in the coaches' decisions regarding boat assignments for any given race. Please do not approach any coach on race day with any grievances; ask to set up a meeting to discuss concerns.

Dues and Fees

1. Dues are by season and you are responsible for each season that your child participates in. Dues are NOT on a month to month basis. As a convenience to our families, the payment can be broken up into equal installments due on the first of each month and are late after the first Tuesday of the month (General Meeting). All monies can be given to the treasurer at the monthly parent meeting, set up as automatic drafts, or mailed to **Lyman Rowing Association c/o Treasurer, 5703 Red Bug Lake Road, Suite 156, Winter Springs, FL 32708**. Each parent/guardian is required to sign a financial agreement. Failure to fulfill agreement can become a legal matter/may be turned over to a collections agency.
2. Any rower whose monthly payment is not received by the general meeting of each month (by check or through automatic Credit Card billing) may not be allowed to participate in any practice or regattas or Lyman Rowing Association ("LRA") activities until all current dues are paid or other arrangements have been confirmed in writing by the LRA Executive Committee.
3. Make all checks payable to: **Lyman Rowing Association** OR to **LRA**.
4. Please note on all checks what they are for (dues, t-shirt, etc.) and rower's name.
5. Dues, registration fee, and uniforms orders are non-refundable.
6. Please save a copy of the payment schedule. Invoices will be sent out at the end of each month.
7. If your rower withdraws from LRA for any reason you are responsible for all financial obligations of the current season. Any possible waiving of financial obligations due to extenuating circumstances is at the discretion of the Executive Committee.



LRA Dues and Payment Details: Rowing Season 2020-2021

HIGH SCHOOL: High School Rower fall dues are \$1000. Spring dues are \$1000. All High School Rowers have a non-refundable \$100 yearly registration fee. There is a 5% discount to pay annual dues in full by October 1st. Our fees have not increased in over 4 years. ***Registration fees are due at time of registration with completed emergency information sheet .***

MIDDLE SCHOOL: Our middle school program is called Seminole County Rowing, which is a subsidiary of Lyman Rowing Association. All business for SCR is under LRA. Middle School Rower fall dues \$500. Spring dues are \$500. All Middle School Rowers pay a non-refundable \$75 yearly registration fee which includes the team racing shirt. There is a 5% discount to pay annual dues in full by October 1st. ***Registration fees are due at time of registration along with emergency information sheet.***

Crew fees are based on an entire season

We can break down the crew fees into equal installments for your convenience. High school breakdown will be 4 installments of \$250 for fall and 4 installments of \$250 for the spring. Middle school breakdown will be 4 installments of \$125 for fall and 4 installments of \$125 for the spring. If paying full year by October 1st, you will receive a 5% discount. For siblings who also row, we offer a 40% discount on each additional sibling rower's dues, to encourage larger families to participate. Dues must be paid no later than the first Tuesday of the month.

Annual Payment Options	High School	Middle School
Total Annual Dues with No Discount	\$ 2000.00	\$ 1000.00
Total Annual Dues with 5% Prepayment Discount	\$ 1900.00	\$ 950.00
Total Annual Dues for Additional Sibling Rower	\$ 1200.00	\$ 600.00
Total Annual Dues for Additional Sibling Rower with Prepayment Discount	\$ 1140.00	\$ 570.00

****Additional expenses may be incurred with notice to the general membership and approval of the board****

****A 4% administration fee will be added for all credit and debit transactions.****

Additional Fees

Other fees rowers may be expected to pay during the rowing season are:

- * Unisuit and regatta uniform (team polo shirt): Mandatory for all high school rowers
- * Racing shirt and shorts for all middle school rowers
- * Duffle Bag, Team Jacket, Polo Shirts, T-shirts, hoodies, etc. are also available for purchase.
- * Expenses for overnight regattas (transportation, lodging and meals). Our high school team typically will participate in one (1) overnight regatta in the fall for select rowers, two (2) regattas in the spring (State Championship) and one possibly(1) National regatta (This regatta is for qualifying boats only.)

Middle School Rowing Program

Our Middle School Rowing Program, Seminole County Rowing, consists of 6th, 7th, and 8th graders from throughout Seminole County middle schools. Team is open to select 5th grade students at coach's discretion. Typically, middle school crew practices three times a week for two to three hours each practice. The team participates in many local races and regattas during the fall and spring seasons. The middle school crew does not participate in overnight regattas. The middle school regatta uniform consists of a SCR racing shirt, included in the registration fee, and black spandex shorts which the rower is responsible for purchasing on his/her own. Middle School rowers will often have a different schedule than our high school rowers on race days. All information will be given to parents through the team coach, Executive Board, and the Middle School Liaison. Family involvement is very important to our middle school program, and we are always looking for volunteers.

Chaperones

Occasionally we attend out of town regattas and crew camps that may require busing our athletes and lodging them overnight. To assure the safety and security of our athletes we require parent chaperones for these events. All chaperones must be a registered DIVIDEND with Seminole County Public Schools. Overnight chaperones must complete fingerprinting with SCPS. (We strive for an 8-1 athlete to chaperone ratio). All out of town regattas require chaperones at hotels. Detailed chaperone guidelines will be given prior to each event where chaperones are needed.

DIVIDENDS: https://www3.scps.k12.fl.us/secure/CommInv_Vol/Vols2003/vollogin.cfm

Boat and Team Trailer Transportation

Our boat trailer and team trailer are hauled to and from regattas by parents who volunteer their time and vehicle. If you have a vehicle capable of this task, please consider being added to our list of volunteers. *We can't do it without you!*

Committees

Committee information is listed in the LRA By-Laws, found on our website. Contact information for chairperson of each committee will be located on the Lyman Website, www.lymancrew.org.

Weather Considerations

Our rowers' safety is our first priority. If weather conditions at the lake are not proper for rowing prior to school dismissal, a text will be sent out with practice changes such as moving to erg room instead of the lake. If there is lightning, boats will immediately get off of the water. Rowers will wait in storage units or cars until they are picked up or permitted to leave practice. Workouts will not be conducted inside of storage units. Wind can affect water time: if winds are over 15 mph for high school or over 12 mph for middle school, boats will be brought back to land. If rain is light practice will most likely continue as planned. However, this is Florida and the weather can change suddenly. We will do our best at notifying parents of any changes as soon as we make them.

Matching Funds

Please check with your employer to see if they participate in a matching funds program for non-profit organizations such as LRA. Some employers will donate money directly to LRA matching the number of hours of your time you volunteer. We are a 501.c.3 non-profit organization.

Term and Obligations of Membership

Membership in this Association shall be from year to year unless the Treasurer or Secretary receives a member's written resignation before the end of any paid year. A resignation shall not relieve any member from liability for any dues or fees accrued and unpaid before resignation. The Board of Directors must receive written notification of a resignation.

Fundraising

LRA receives **NO** financial support by Seminole County Public School System or Lyman High School. It is due to the active involvement of the athletes, their parents, and other committed members of the community that LRA exists and functions. Today LRA receives most of its operational funding from the dues required from each participant. However, earnings from fundraising remain a critical supplement necessary to support the financial needs of the club. Fundraising activities help defray the costs of coaching, training and competing in the sport. Each year fundraising activities are selected and held throughout the season such as car washes, direct sales, silent auction, and other similar activities. As a non-profit, we also have an opportunity for fundraising by volunteering at local events. It is expected that every rower participates in all fundraisers in some way. Participation to the National Regatta at the end of the season depends heavily on fundraising. It is mandatory for families and rowers to help with fundraising efforts to offset the costs of this event. In order to alleviate a mandatory fundraising fee per family that many other teams require we need everyone's help throughout the year. Fundraising also helps offset the costs of our regattas; other teams often charge their rowers an extra fee per regatta.

NPO Fundraising Opportunities

Our rowing families have a unique opportunity to raise funds for LRA and for your individual account. This is through volunteering at events at the Amway Center and Camping World Stadium. Family members/rowers, who are eighteen and older, can work concerts and sporting events in the concession stands in turn for a donation to our club. Monies raised is used for LRA credit ONLY. No credit can be returned for cash. Unused credit will be allocated to rower scholarships. For more information contact lymanrowingnpovolunteer@gmail.com.

Practices

The coaches will determine practice time and days. If practice is canceled, the coach will attempt to notify the school or Board Member by 2:00 P.M. and a text message will be sent out via our Remind text system. Each rower should have a good pair of running shoes and their own closed water bottle for every practice. Sunglasses and sunscreen are highly recommended. No one is permitted to launch a boat without a coach present at any time. Your tardiness and absence affect the entire training and racing schedule. Attendance will be taken at each practice. Emphasis will be placed on attendance record, as well as skill level, by coaches when assigning

boats. This is particularly important during the spring racing season. Written notice from a parent to your coach is required for any absence from a scheduled event. Rowers are responsible for their own transportation to and from practice.

Grievance Procedures

During the season, questions and/or concerns may arise. In most instances talking this over with a board member can help alleviate your concerns. Contact details are maintained on the team's website. However, if that does not suffice, you may elect to speak with the coach directly. Please schedule a time with the coach to do that or if the grievance is addressing another matter please direct it to the President of LRA. If appropriate, we will share the concern or question during the next general meeting so that everyone can benefit. We may not solve everyone's issues or questions completely but know that our mission is the success of the program and to make your child our first priority.

Social Media Policies

In general, LRA views personal websites, blogs, and activity on social media platforms (i.e. Twitter, Facebook, Instagram, SnapChat) positively, and respects the right of our members to use them as an avenue of self-expression and outreach.

As a member of LRA, you are seen by other members and outside parties as a representative of the organization. Therefore, as in all areas of daily life, a member's personal social media activity is a reflection on the organization, whether or not LRA is specifically discussed or referenced. Please keep in mind that, although you may view your site as a personal project, viewers may assume you are speaking on behalf of the organization. In light of this possibility, LRA expects our members to observe the following important guidelines:

1. You may not, without the express written consent and prior approval of LRA, directly or indirectly create or maintain any Internet site, or publish or display any advertising or other materials on or in connection with the Internet that display the LRA logo or LRA brand identity.
2. Be careful not to create the impression that your personal website or Internet presence is speaking on behalf of LRA, but rather that postings on the site are your own and do not necessarily represent LRA's positions, strategies or opinions.
3. Make sure your efforts do not violate your privacy and confidentiality obligations. Respect brand, trademark, copyright, fair use, privacy, and confidentiality laws, including but not limited to laws pertaining to the use of photographs, images and documents obtained without the consent of the owner.
4. Remember, you are personally responsible for your content. What you publish will be around for a long time, so consider the content carefully and be judicious.
5. Respect the organization and its members. Since your site is a public space, we expect you to be respectful to LRA and our coaches, volunteers and members. Any member who uses a personal website to disparage the name or reputation of the organization, its practices, or its coaches, volunteers or members will be in violation of the Code of Conduct and subject to discipline, up to and including immediate termination from the organization.

6. These guidelines are subject to change along with new technologies and social networking tools. These guidelines are intended to establish general expectations and are not intended to cover every possible situation that may arise in this new and dynamic arena. LRA may modify, amend or delete these guidelines at any time, without notice, and may deviate from these guidelines as it determines appropriate.

Athlete Responsibilities & Code of Conduct

All rowers and parent/guardian will sign acknowledgement of the Athlete Responsibilities & Code of Conduct given as a separate handout and located on our website.

Behavior Guidelines for Rowing Events

Regatta Rules

- No student athlete, under ANY circumstances, will drive him/herself to **any** regatta. The rowers will be transported to and from away regattas by LRA parents. Athletes are expected to arrange for their own rides prior to the regatta. Carpooling is encouraged. Once assigned to a vehicle, you must return with that same vehicle unless other arrangements are made and approved in advance with their coach.
- All athletes are expected to attend all regattas unless the absence has prior approval of their coach.
- All athletes are to remain with the team at all regattas. Athletes will remain for the last event in which LRA has an entry and assist with de-rigging and loading boats and equipment unless otherwise approved by the Coach. Athletes will be dismissed as a group by the Head Coach after the final team meeting.
- The LRA team tent is for the use of **LRA rowers only**. Rowers currently on suspension from LRA shall not be allowed under the team tent at LRA activities/regattas.
- Rowers are to refrain from public displays of affection (kissing, inappropriate touching).
- Rowers shall adhere to the team dress/uniform policy while attending and participating in all LRA activities/regattas/while on team travel. This will be determined by coaches and team captains.

Away Regatta Rules

- Keep noise within the normal range.
- No throwing objects on the bus or in any hotel.
- Zero tolerance for illegal substances.
- There should be no rough play, running in halls, etc. Be respectful of other hotel guests. No destruction of hotel property will be tolerated. Any intentional damages to buses, hotels, or other parent/rower personal property shall be paid for by the rower(s) responsible for the damage, and the rower(s) shall be subject to disciplinary action.
- Any videos/music played on the bus must be “generally acceptable and age appropriate” for middle school/high school aged students, and shall be approved by the coaches, board of directors or chaperones prior to being played on the bus.

- Chaperones, bus drivers and coaches are to be treated with respect and courtesy at all times.
- Rowers must be in their room at designated curfew time(to be announced by the coaches at team meeting).
- There will be no changes in hotel room assignments, unless approved by the rower's coach and Chaperone Chairperson.
- Rowers may not leave their hotel room after curfew. (Rowers must call their chaperone for any emergencies.) Bed checks will be conducted by chaperones and coaches. Rowers will be given the room number and cell phone number of their chaperone.
- Rowers must not go into any room he/she is not assigned to. Absolutely no rower may go into the room of a rower of the opposite sex. Rowers are to meet with each other in common areas of the hotel designated by LRA Board. Exceptions are only made by coaches and/or Executive Committee Members.
- Rowers may not leave the hotel premises for any reason, unless accompanied by their chaperone for team dinner or to go to the race site.
- Hotel rooms must remain respectable at all times. Rowers must clean up after themselves. Any fees charged to room due to damages caused by the rower will be paid by rower's parent/guardian.
- Return all room keys at checkout. (Usually in the morning the day of the regatta.)

Any misbehavior or violation of the LRA Rules or the LRA Code of Conduct at any time during team travel may result in athletes not racing at the current regatta or future regattas. Parents will be notified of any indiscretions.

Regatta Transportation

- Lyman athletes arrive and leave all regattas as a team. Coach will be sure to let you know when to arrive and when you are permitted to leave.
- Unless the entire LRA team is otherwise notified by the LRA coaches - no student athlete, under ANY circumstances, shall drive him/herself to/from any regatta. It is the parent's responsibility to transport, or arrange for transportation, for your rower to all regattas (unless LRA will be traveling as a team via team bus). Athletes are expected to arrange for their own transportation prior to regattas. Carpooling is strongly encouraged.
- Departure times vary depending on the location of the event but are often prior to 6 a.m. In all cases parents will be notified in advance of when and where to meet.
- Once assigned to a vehicle/parent/coach, rower must return with that same vehicle/parent/coach unless other arrangements are made and approved in advance with their parent or coach. If a parent is not driving his/her own rower remember that parent is responsible for knowing who their rower is riding with and making sure that the rower knows who they are riding with ahead of time. If your rower is riding with someone else, **you should send \$10-20** with them to give to help the parents they are riding with pay for gas. If you are not attending the regatta, the team usually provides rowers with breakfast & lunch. It is common for carpool groups to stop for dinner or snacks on the way home.
- **Please make sure your rower has money with them to pay for any additional food they may want to buy.**

General Regatta Information

Schedule - The coaches of rowing organizations and schools throughout Florida hold meetings in the fall to coordinate the regattas held in Florida. LRA coaches will announce the racing schedule to the athletes and parents as soon as possible. Keep in mind that due to unforeseen circumstances the schedule may change. Race times for each boat are usually known in advance of the regatta, however changes often occur. Final schedules are available at the race site the day of the regatta.

Race Day Nutrition - Nutrition on race day (and the day prior to race day) is extremely important to the rower's performance. Athletes should avoid greasy foods, beverages containing caffeine, dairy products and refined sugars prior to a race. LRA provides food at the race site for our athletes which are appropriate for their nutritional needs for competition. Drink water throughout the week, hydration is very important.

Unisuits / Team Shirts - High School unisuits will be ordered early in the fall season. All high school rowers must wear a unisuit to compete. Please remember to wear or bring your unisuit to every regatta. It is expected that rowers will wear the team shirts while traveling to and from regattas as well as when representing LRA at team sponsored events. Middle school rowers will wear SCR racing shirt and purchase their own black spandex shorts.

Upon Arrival - When athletes and parents arrive at the race site, all athletes immediately help unload the boat trailer and rig the boats. Parents help set up the hospitality tent site and unload the food for the athletes. Both athletes and parents set up the tent, which is used by the athletes to relax under while waiting for their event(s). Athletes are asked not to wander too far from the tent without informing their coaches as to their location in the event that a race schedule change occurs. Note that only rowers are allowed under the team tent.

Parents/Families - Come early, enjoy the camaraderie of other rowing enthusiasts and support LRA! The Hospitality Committee plans to set up a designated tent for parents. We encourage parents and family members to sit near this tent. The committee will be providing regatta schedules. Food and beverages for the rower's family members will have to be reserved at the parent meeting preceding the regatta and paid for in advance, if applicable.

End of the Regatta Day - Rowers are to de-rig boats and load all equipment on the trailer. Rowers will break down the Hospitality area including taking down the tents. Final team meeting will be held at the boat trailer. This is when medals earned are handed out and announcements are made. Coach will dismiss the team.

Regatta Checklist

ROWERS

- High school rowers: wear unisuit & team shirt with khaki shorts or pants (wear clothes over unisuit when not rowing) Absolutely NO pajama pants
- Middle school rowers: wear team racing short, black spandex
- All rowers need to wear sneakers at regattas: NO flip flops slides, or Crocs
- Sweatshirt/sweatpants in cooler weather
- Pillow/blanket
- Extra socks
- Sunglasses
- Hat/visor
- Change of clothes
- Refillable water bottle
- Sunscreen
- Reading material/homework
- Insect repellent
- \$\$ -for regatta t-shirt/souvenirs; also, if you stop for food on the way home
- One-gallon jug of water to be given to hospitality upon arrival



PARENTS

- folding chairs
- food/drinks (plenty to drink in hot weather)
- binoculars
- sunscreen/bug spray
- portable shade tent

Race Preparation

- **BE POSITIVE AND SUPPORTIVE** – It helps when everyone tries to be sensitive to each other, parents and rowers alike.
- **FIND CONFIDENCE** – The mental attitude needed for racing comes from the skills and confidence gained through your practice sessions.
- **BE PUNCTUAL** – You will be treated as a responsible young adult.
- **BOATS AND EQUIPMENT** – When arriving at the race site, help rig the boats. Everyone is responsible for seats, riggers and oars. The coxswain is responsible for his or her cox box. Make sure all equipment is accounted for before leaving for the race site and when returning.
- Rowers put their boats in the water up to one-hour before their race starts. Please listen carefully for your boat's call time.
- Boats are typically de-rigged and loaded on Friday before each race. Boats are unloaded and rigged at the next regular practice or other time given by the coach. All rowers are required to assist in the process.

Training and Conditioning

Training and conditioning are important for each rower's performance. All aspects are equally important; nutrition, rest and exercise.

- All rowers need plenty of sleep. Sleep is important to rowers because it gives their muscles time to recover and rebuild. A consistent amount of sleep each night is more important than one long night before a race.
- If a late night is necessary, it is crucial that it does not fall on Thursday or Friday, since the sleep two days prior to a race is most important to race day performance.
- Diet should be high in protein and carbohydrates, including lots of fruits, vegetables, white meats (chicken and fish) and complex carbohydrates like pasta, potatoes and rice. A good breakfast and lunch is a must. A healthy snack low in protein and fat before practice is recommended for energy.
- Diet should be low in sugar since it tends to lower the body's tolerance for pain and doesn't provide the long-term energy supply needed for endurance workouts.
- Since carbohydrate loading is only effective one to two hours before an event, the most effective strategy is carbohydrate storage during the entire week throughout the rowing season.
- The night before a race it is important to avoid heavy, greasy foods and heavily sugared, caffeinated drinks.
- Lightweights should only maintain their weight. NO CRASH DIETING!!!!!! Lightweight categories are for women weighing less than 130 lbs and men weighing less than 150 lbs.

DRINK PLENTY OF WATER!!!!!!

Referral Program

Lyman Rowing Association offers a rower-referral to all rowers. For each new, non-returning rower that joins LRA and identifies a single referral source when first entering the program (i.e., the beginning of the first day the new rower participates in any capacity) and pays registration fee and first installments of fees, the referral source will receive a \$25 credit to his/her account.

COVID-19

In the event Seminole County Public Schools or Florida Scholastic Rowing Association informs rowing teams it is not safe to practice in person, we will switch to an online format. We realize the current pandemic has affected so much of our lives. We believe that what is best for our rowing family is consistency and that will come by continuing to be a team even through uncharted territory. We will follow the CDC guidelines if anyone on the team comes down with COVID-19. We have social distancing and precautions in place to do all we can to keep our rowers and families safe.