



BADGER

REGION VOLLEYBALL

JUNIOR CLUB DIRECTOR'S HANDBOOK

This handbook is dedicated to those of you who will use it over the course of developing, managing and improving your club and volleyball in Wisconsin

Updated July 2024

The Junior Club Directors of Badger Region are the heart of our Association

Your success is of primary importance to the Board and Staff of Badger Region.
Please let us know if there is any way we can further assist you in your goal to provide your club members
with the best experience possible in the sport of volleyball.

Badger Region Volleyball Association Mission Statement:

The Badger Region Volleyball Association promotes initiatives for safe, structured and
fun life-long volleyball experiences!

Our Vision:

Grow the number of players, coaches, officials, spectators and other volleyball enthusiasts;
Provide the highest quality volleyball experience in education, training, and competition;
Provide advocacy, support, recognition and administration to the volleyball community

Any comments or suggestions should be addressed to:

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WHERE TO FIND FORMS AND POLICIES

In this digital age, many forms and policies contained or referenced in this handbook can be found on the Forms page of the Badger Region website, at <https://badgervolleyball.org/directors-coaches/>. This page on the website is broken into different categories, such as junior member forms and policies, adult (player) forms and policies, coach policies and forms, junior club director forms and information (season preparation and in-season forms and information), tournament director forms and officials forms.

Some of the same documents may be found in different sections because multiple parties may need to reference them. If you are unable to open or locate a form or policy, please contact the Badger Region office.

DEFINITIONS & ACRONYMS

- AES: Advanced Event Systems, a tournament registration and scheduling database
- IMPACT: A required coaching clinic to coach within USA Volleyball (see pg. 31)
- Juniors/Junior: A player who is 18 or younger
- National Events: Those events sanctioned or run by USA Volleyball
- NTDP: National Team Development Program (Formerly the USA High Performance program)
- Region or Region Office: Badger Region Volleyball Assn., 262-349-9785, www.BadgerVolleyball.org
- Region Events: Those events hosted or run by or within Badger Region
- RVA: Regional Volleyball Association. Badger Region is one of the 40 RVAs of USA Volleyball
- Safesport: The USOPC-endorsed program to promote child safety that is required by all rostered adults
- Sports Engine: Badger Region and USA Volleyball's membership management system (MMS)
- USAV: USA Volleyball, the National Governing Body for volleyball in the country and the only one recognized by the United States Olympic and Paralympic Committee (**USOPC**) and **FIVB** (international volleyball federation)

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SECTION 1: CLUB MEMBER ELIGIBILITY & REQUIREMENTS

JUNIOR PLAYER ELIGIBILITY

Forms for Junior Players

Player Medical History and Release Form (strongly recommended)

This form should be completed and signed by the parent or guardian for each junior participating in a USAV/Badger Region approved event (including tryouts). The original form (paper or electronic) may be carried with the coach at all times, but be kept secure. A copy should be kept in the club's file. Please do not send any copies to the Region Office. Coaches should be prepared in the event of a medical emergency to have this information accessible.

Note: There are two versions of this form available. One version includes a section to be signed by a Notary. The notarized form is only required for teams that will participate in some states.

USAV Membership Card/QR Code

This can be printed out of each individual's record after registering online with Sports Engine, Badger Region and USAV's registration program. The QR code will arrive in your email and can be stored in your Apple Wallet or Google Pay. Instructions can be found at www.BadgerVolleyball.org under Membership. This membership card will be proof of current membership (with dates) and may be required to be presented at region-approved clinics and tryouts. The QR code will bring up current dates

Concussion Information and Signature Form

In accordance with Wisconsin state law, clubs must collect applicable concussion signature forms from participants and coaches. These forms should not be sent to the Badger Region office, nor will we be verifying compliance. This is a state law that we are providing information on.

Player Information Form (optional)

This is NOT a required form. The Region created this form to aid club directors in gaining information from athletes during the tryout process. You may use this, or use your own.

Junior Player Affiliation

According to USA Volleyball, players are not allowed to transfer from one club to another

It is based upon the National guidelines that the Badger Region sets forth the following protocol regarding the changing of Club Representation by Junior players within the Badger Region during the current club season.

1. Upon official team/player sanctioning of the athlete with the Badger Region by a specific "club" or "team," said athlete must remain with that club/team for the remainder of the Junior National Volleyball Season. Exceptions may only occur for the USAV Junior National Championships.
2. The Badger Region will consider change of club/team for players if the original club/team dissolves.
3. Badger Region does not get involved in financial disputes. The procedure to change clubs is a manual process once a club assignment has been accepted in Sports Engine and requires agreement by both the former club and the new club. The procedure is as follows:
 - a. Player/family requesting to leave contacts the current club director and asks for release, and for that club director to contact scott@badgervolleyball.org to verify that release and to which club the player will be transferring to. Please note, the current club is under no obligation to release, but the Region asks that each instance be handled on a case-by-case basis, as there are sometimes extenuating circumstances.

- b. The new club director also contacts scott@badgervolleyball.org to verify the acceptance of the new player.
- c. The Region asks the club directors who find themselves in this type of situation remain in contact in order to keep the lines of communication open. Please contact the Region office if one line of communication stops so that we can ensure everyone is on the same page.
- d. The Badger Region Board of Directors strongly recommends that if a mutually beneficial solution between an athlete and the club through the mediation process can not be found, the club shall release an athlete who is paid in full. Time of season does not apply once the athlete is paid in full.

Junior Player Age Definitions

Badger Region/USA Volleyball offers competition at the junior level in single age divisions, 10-and-under through 18-and-under. The **USA Volleyball Junior Player Age Definitions** are posted on our website each season. It should be noted that there are some exceptions, and that the age definitions are only for domestic club programs and are NOT the same as the age definitions for FIVB Competition and Regional and National High Performance Programs including the National Team Development Program.

Exceptions include:

- 18 and Under Division: Players who were born on or after July 1 AND a high school student during some part of the current academic year.
- Players who meet the age definition for 18 and under but are no longer in high school may participate if they have NOT participated in a club or varsity program for ANY university, college, community college, or junior college.
- Age waived 14 and under boys who will turn 15 after the current academic year and have not completed a grade higher than 8th, may apply for a waiver to compete in the 14 and under age division at all events, including USAV Boys Junior National Qualifiers and Championships

Age Waivers

A waiver may be granted by Badger Region for a player to play in a lower division in non-qualifying regional tournaments only **IF** the age waiver would allow a player to be on a team with their peers of the same grade. No consideration will be given to ability or stature of the player. The Region office asks that a club director request no more than two waivers per team, as advised by the junior club directors.

The procedure to request an age waiver is as follows:

The Club Director/Club Administrator must add the requested player to an appropriate roster in Sports Engine before the Age Waiver can be approved and submitted.

The Club Director must submit an **Age Waiver Request Form** to the region office, found online (<https://badgervolleyball.org/age-waiver-request-form/>). This form must be completely filled out by the club director. It will not be accepted if submitted by a parent. A copy of the player's birth certificate and current proof of grade in school (or a letter from the school verifying birthday and grade) must be uploaded into the request form.

If granted, a confirmation of the approved age waiver will be returned to the Club Director. A copy should be given to the player's coach and made available if requested by a Tournament Director. Age waivers are granted for Badger Region approved tournaments not having a direct bearing on entry or seeding into the JNC; i.e., Regional Qualifiers. It is the Club Director's responsibility to obtain permission from the Tournament Director of a tournament outside of the Badger Region for a waived player to participate.

If a player is removed from a roster in Sports Engine by a club administrator, the Region must be contacted to add them to a different roster.

If the age waiver is denied and there are extenuating circumstances (a documented disability or a developmental delay), the Club Director has the right to appeal the decision by contacting the Junior Chair.

The Region will consider variations of the age waiver policy on a case-by-case basis. Under no circumstances will an age waiver be approved if a club director or their designee offers the incorrect level of play to an athlete during team formation. Please make sure you have the proper age level and date of birth prior to making offers.

Boys/Girls 14 and Under Participation

CO-ED TEAMS RULES (14-AND-UNDER): Badger Region club programs that are unable to field a complete, same-gender team are allowed to sanction and compete in region events as a combined boys/girls 12-and under-team, combined boys/girls 13-and-under team or a boys/girls 14-and-under team. The team will be allowed to play a maximum of three male players at any one time. If there are more boys than girls and the above requirement cannot be met, the team may compete in the next older age division available, 13's or 14's.

- 1) Coed teams are allowed at 14-under with a maximum of three male players at any one time;
- 2) Teams may play up age divisions at the discretion of the Tournament Director
- 3) 17 and 18 and under junior teams are allowed to compete in Badger Region adult tournaments at the discretion of the Tournament Director.
- 4) 14 and under boys junior teams are allowed to compete in Badger Region girls 16 and under tournaments at the discretion of the Tournament Director.
- 5) 12 and under boys junior teams are allowed to compete in Badger Region girls 12 and under tournaments at the discretion of the Tournament Director.
- 6) 13 and under boys junior teams are allowed to compete in Badger Region girls 14 and under tournaments at the discretion of the Tournament Director.
- 7) Coed 12 and under teams are allowed to compete in 12 and under divisions.

A waiver is needed for an exception to any of the Badger Region policies. If there is a conflict of interest for the Region Tournament Director to grant a waiver, a member of the Executive Committee will allow or deny the waiver.

YOUTH COMPETITION (14-AND-UNDER): A team of 12-year-old boys or a co-ed 12s team can play in a girls 12s division at in-Region tournaments at the discretion of the tournament director. A boys 13s team or co-ed 13s team (with more boys than girls) must play in a girls 14s division if they chose to play in a girls division. A boys 14s team or co-ed 14s team (with more boys than girls) must play in a girls 15s division if they chose to play in a girls division. For safety concerns, the team may only play up a maximum of two divisions.

Youth Development Programs & Memberships

The purpose of a Youth Development Program is to introduce general athletic skills with an emphasis on volleyball to youngsters, ages 3-8. The Youth Development membership categories are focused on introduction of the technical skills in volleyball and geared for young players, ages 9-11. These programs are a great way to attract new players to the game and to introduce them to the programs of Badger Region. The emphasis is to be on fun, full participation, instruction and development. There is a reduced

membership fee for these program participants under the “Other Youth” category (9-11) for \$17.50 or “Under 8” category (free) for programs that meet the following criteria:

- Members must be registered with Badger Region
- Members must complete the online membership registration process through Sports Engine
- Club Directors should register the group as team called “(Club Name) Youth Developmental Group” on Sports Engine.
- Membership is restricted to 11 and under, per the USAV Age Definitions.
- Age waivers will be granted if the player is not in a grade higher than 6th.
- Membership is open to groups made up of males, females or coed.
- Contact the Region Office if your Developmental Program falls outside of these parameters and staff will work with you to figure out the right membership option.

Individuals registered under this category are not eligible to compete in USAV sanctioned competitions. This is a limited membership, and start date must be entered at time of membership purchase.

Youth Development Groups are eligible to participate in scrimmages. All participants in the scrimmage must be members of Badger Region/USAV. No scores are recorded and participation must be maximized for all participants. All adult coaches involved with the Youth Development Group(s) must be regular members of Badger Region, Impact Certified, SafeSport trained and have a clear background screening. Junior club members (players) are allowed and encouraged to assist in the instructional programs under the supervision of the adult coach.

An individual player or group of players must upgrade their membership if they choose to participate in competition during the regular club tournament season. Clubs that host youth programs should contact the region office for ideas and resources for introducing and training young players in the sport of volleyball.

Player Identification / Age Verification Policy

The Badger Region considers player identification and age verification very important. Players, families and clubs hold the responsibility of providing accurate identification. Anyone found falsifying a member’s name or age, or knowingly using age-inappropriate players, for regional tournaments will be referred to the Region Ethics and Eligibility Committee and due process for sanctioning. Sanctions may include suspension or a permanent registration ban.

For all USA Volleyball corporate events (National competitions, qualifiers, festivals), any person who alters any document that certifies the age or identity of a participant, or falsifies any statement which lists the age or identity of a participant, will be sanctioned as follows:

1. Be immediately suspended from USA Volleyball registration, RVA membership and barred from further participation in the event;
2. Be barred from participation in any USAV Corporate events in any capacity, for a minimum of two (2) years; and
3. Have a minimum probation of one additional year, to run consecutively to the suspension.

A junior player who knowingly plays in a lower age classification than he or she is actually eligible for, or an adult player who knowingly plays in a higher age classification than he or she is actually eligible for shall:

1. Be immediately suspended from USA Volleyball membership and barred from further participation in the event;
2. Be barred from participation in any USAV Corporate events in any capacity, for a minimum of two (2) years; and
3. Have a minimum probation of one additional year, to run consecutively to the suspension

Any player in question must provide proof of identity and age eligibility, if requested.

When discovered and confirmed during an event, these penalties shall be the required minimum penalty imposed by the Event Arbitrator or the Event Ethics and Eligibility Appeals Committee.

The Event Arbitrator and the Event Ethics and Eligibility Appeals Committee may recommend a more severe penalty. The Event Arbitrator or the Event Ethics and Eligibility Appeals Committee shall file a report of any age or identity violation with the Corporation's Ethics and Eligibility Committee and with the registering Member Organization with its recommendation.

USA Volleyball Policy For Determination Of Gender

If there is an issue regarding determination of gender of an athlete at an event, please see the USAV Policy for Determination of Gender, found in the USAV Guidebook. Badger Region follows the USA Volleyball policy for gender identity. If your club has a player who would like to participate in a capacity other than their gender that was assigned at birth, please contact the office and staff will assist the family in providing the correct documentation and information to the USA Volleyball Gender Committee, who will make a ruling.

USA Volleyball Policy on Foreign National Participation

If you have a player from outside the USA who would like to play for your club, see the “**Policy on Foreign National Participation.**” Junior Teams from countries outside of the USA are welcome to participate in our regional events. Be sure to read through the “**Procedures for Foreign Team Participation in Regionally Sanctioned Tournaments.**” There is paperwork and fees required. Foreign coaches who wish to coach in the USA Volleyball system must submit an international background screen, which has an additional cost and paperwork. Please contact the region office for more information.

End-of-Season Player Transfers

When a player reaches the end of their team's season or is released by a club/team prior to the end of the season, and is paid in full, the player is welcome to join another team for the rest of the membership year. It is the responsibility of the new team to ensure that the player's original team is done competing and that the player has no outstanding payments. At a minimum, an email between club directors should document that the player is in good standing and has completed their season. When a player joins a new team, a statement should outline the player's obligations to the new team. The player must then fulfill these obligations before joining another team.

The releasing club should send an email to the Badger Region office containing the following information (to allow for a roster change in Sports Engine, which will be documented):

- Name(s) of player(s) being released along with the name of club and team they are released from;
- A statement that the player(s) has no debts, possession or equipment/jerseys or other obligations;
- A statement the releasing team has completed its season, or the player is being released from the club;

Once the above criteria are met and a player is released from a club, the athlete has the right to join, participate and compete with a new club of their choosing for the remainder of the club volleyball season. If the director from the original club does not feel the athlete has met the criteria for release, they may withhold release until any obligations or debts have been satisfied. The athlete cannot practice, train or compete with the new club until the release has been granted.

Note: If athletes play with a club for any Junior National Qualifying (JNQ) Event, they may not play with another club for any other JNQ Event. (See the Frozen Player Rule at www.usavolleyball.org for more information.) Upon approval, the original club director must remove the athlete from his or her roster in Sports Engine so that they do not appear on two rosters in the system.

A player will not be transferred or released during the season unless there are extreme circumstances, and clubs do not have an obligation to release players. These may include relocation or results/decisions of an ethics decision. Players who are released mid-season under the extreme circumstances' clause (all of which are judged on a case-by-case basis), will still be given full participation rights after being fully released and joining their new club of choice.

The region has the right to review all releases or transfers, and may deny any request. Rejected requests or denials may be appealed to the region board for referral to an arbitrator and due process.

If a player is released to another club upon fulfillment of requirements, both clubs have the ability to make a Retention Offer to the player during the next eligible retention period.

Junior Player Unpaid Club Fees

A Junior Club player/family must remit all club fees as specified by their Club/Team, within the club's scheduled time frame. If fees are unpaid at the end of the Club's season, the Club Director may use any legal means necessary to obtain payment, i.e. collection agency or small claims court. Nonpayment or outstanding items owed may also result in the club submitting the athlete's name to the Badger Region office for placement on the Delinquent List, which is available to any club director who is looking to make offers for their club or add players to a team. Club directors should also inform families that by not fulfilling their responsibilities, their child may have received improper benefits, which is a WIAA violation and could put their child and their child's team in jeopardy of high school eligibility. Club directors may also choose to notify the high school coach of this, and the Region will make available names to high school coaches who are seeking information. A letter or email requesting payment should be sent to the family prior to submitting the athlete's name for the Delinquent List, and it should include the parent's name, player's name, player's age level and notification of this policy, with a copy to the Region office. Club directors must notify the Region office immediately when payment has been made. *All contracts and payment circumstances are between the club and the family, the Region does not get involved in financial or contractual disputes.*

PROGRAM DIRECTOR AND COACH ELIGIBILITY

Certification -- Club Directors, Coaches, Assistant Coaches

All Club Directors, Coaches, Assistant Coaches must meet the following criteria:

- Be a registered member of Badger Region/USAV in good standing
- Have a clear Background Screening through BR/USAV
- Have attended an Impact Clinic (online)
- Have completed SafeSport training
- Read, understand and electronically sign all Badger Region/USA Volleyball waivers in Sports Engine

Each adult affiliated with a junior program (including non-coaching club administrators) must register themselves online through Sports Engine, which will also prompt for SafeSport training and a background screen and contain the Junior Club Personnel Code of Ethics. No one is allowed to register for someone else due to the signing of electronic forms. Anyone registering for someone else (other than a legal parent/guardian) is committing fraud. Please see www.BadgerVolleyball.org for information on how to register.

Club administrators and board of director members, even if not acting in a coaching capacity, should fulfill the above requirements due to the fact that these individuals are still setting and overseeing policy and participation for junior members and should understand their obligations to child safety requirements.

After registering, each member will have the option to print out a USAV Membership card (arrives to member in email or can be found in their My SE account), which is proof of membership for the current season, and also contains information on Impact certification and expiration of the individual's background screen along with any officials or scorekeeping certifications. The card will read "Pending" for a background screen until this screen clears.

Requirements for Junior Coaches Under 18 Years Old

The USA Volleyball waivers state that "A head coach or assistant coach affiliated with a junior program must also be an adult." A junior member (18 or under), who is a senior in high school and would like to help out at practices and sit on the bench as a Junior Assistant Coach, may do so if the following conditions are met:

- The individual must register as a member of Badger Region/USAV by selecting the Junior-Age Staff Membership. This membership will prompt users to accept all waivers. A separate link will be sent for users to complete safety requirements and training
- The individual must register for and attend an on-Demand Impact Clinic.
- The individual must be under the supervision of an Impact-Certified adult at all times.
- Junior Assistant Coaches do not need a background screening until they turn 18. After they are 18, they must log back into Sports Engine and submit a Background Application
- Any younger than a senior in high school may be rostered as a manager and must meet the above requirements

Impact Clinic Procedure

IMPACT is a baseline required USA Volleyball coaching education course for anyone who would like to coach. IMPACT on Demand (the online course) is FREE to USAV / Badger Region members. Please make sure there is a current membership for the new coach in place prior to the clinic as it expedites the post-clinic certification process.

RVA (Badger Region)/USA Volleyball Background Screening Policy

The Badger Region follows the USA Volleyball background screening guidelines [found here](#). Screenings should be submitted a minimum of seven to 10 business days for clearance. The Badger Region does not have access to any background screening information and cannot expedite any screenings, or is the Region involved in any resolution. Should a member fail a screen, they will receive information on how to dispute the findings and/or appeal for participation. Please contact the region office for any questions.

ENFORCEMENT:

The hiring entity (club) is responsible for ensuring adherence to this policy and ensuring those individuals who are disqualified do not participate in RVA/USAV sanctioned junior events and/or activities.

PENALTY:

Failure of a club/entity to request background screening or enforce disqualification is cause for the RVA or USAV to impose penalties. The minimum penalty shall be suspension of all members of the offending club/entity until background screening and enforcement requirements are met. Additional measures may include financial penalties and/or extended suspensions against individuals and/or the club/entity.

Note: The background screening process and payment (\$14 every season) is completed through the membership registration on Sports Engine. Anyone who does not have an updated screen will automatically be prompted for a new one upon registration for the next season.

SafeSport

As a member of USA Volleyball, Badger Region is proud to participate in the SafeSport program, a child protection program to bring awareness, education and reporting for abuse and misconduct. All adults who will have contact with junior athletes must be SafeSport trained each season by taking the online modules required to satisfy the SafeSport requirements. There are four stages of SafeSport that must be taken by members over the span of four years. Year 1: Core training. Year 2: Refresher 1. Year 3: Refresher 2. Year 4: Refresher 3. In Year 5, the member would be required to take Core training again. The system will keep track of progress and prompt for the next stage upon registration for the next season.

USA Volleyball, in conjunction with the United States Olympic and Paralympic Committee (USOPC), has developed a SafeSport program to help protect our youth. This includes not only on-court safety, but also off-court safety in any part of Badger Region's and USA Volleyball's programs. Badger Region and USA Volleyball are committed to creating safe and fun environments for youth. This includes, but is not limited to, providing training, educational materials and resources for our members, including clubs, coaches, parents and athletes. Visit the Badger Region SafeSport page for more information, including how to report misconduct.

All clubs should be familiar with the latest MAAPP (Minor Athlete Abuse Prevention Policies) document and have procedures in place in order to be compliant with requirements. The most recent MAAPP can be found here: <https://usavolleyball.org/safesport/maapp/>

WIAA Information & Conflicts

Due to the multiple policy changes in the recent years of the Wisconsin Interscholastic Athletic Association rules, please contact your school's athletic director or the WIAA regarding any rules or policies. The Badger Region will refrain from interpreting any WIAA rule.

CHAPERONE ELIGIBILITY

Teams that will participate in a USA Volleyball National Qualifier and/or National Events are no longer required to register a chaperone for each team. If clubs/teams choose to use them, chaperones must be at least 25 years of age, be registered as members of USAV/Badger Region, have a current background screening and be SafeSport trained.

Forms Required for Chaperones

Chaperones must register online with Sports Engine, which will activate membership for the season and will also prompt a background screen and SafeSport training. Once registered, you may print out your USAV Membership card, which is proof of registration for this season.

USAV Chaperone Responsibilities Form should be read and signed and retained in the club's administrative files. The Chaperone Responsibilities Form can be used as is or modified for your club's purposes. This form improves the effectiveness of your liability coverage. Chaperones are no longer required by USA Volleyball the national tournaments but are one avenue to satisfy the required SafeSport MAAPP Club Travel Policy.

SECTION 2: BADGER REGION PROCEDURES, GENERAL INFO

CLUB ORGANIZATIONAL TIMELINE

The titles that are typed in “**bold**” are forms that are available from the “Forms” section of the Badger Region website, www.badgervolleyball.org.

Please also make sure to look at the Club Director toolkit on the Badger Region website under Directors & Coaches. Many of these items with examples are listed.

- July/August/** - Meet with club directors, advisors, board, and plan program for coming season:
September: club philosophy*, number of teams, update club handbook, etc.
- Find out what’s new:, attend the club director meeting or other informational meeting / session, read through handbook, checkout region and national websites
 - File **Junior Club Information Form** with region office to list club on region database and website;
 - Recruit Coaches
 - Encourage any adult affiliated with your club to complete a membership registration for the current season on Sports Engine (after early August), which will also include an updated background screen, the next SafeSport training and other waivers.
 - Decide on Financial Organization (incorporate, sole proprietorship, non-profit, etc.)
 - Set Program Budget
 - Expenses: Individual and Team Membership Fees
 - Facility Rental
 - Uniforms and Equipment
 - Administrative Costs: email, postage, phone, copies, supplies
 - Stipends: administrative? Coaches?
 - Tournament Fees
 - Travel Costs: mileage, airfare, meals, lodging, car rental
 - Income: Member Fees
 - Grants and Sponsorships
 - Fund-Raisers
- Secure practice sites
 - Promote club via flyers, local newspaper announcements, social media, website, etc.
 - Order equipment and uniforms
 - Develop club policies on fees, parent involvement, player commitment, travel, etc. Use the Region’s example copy if you need to develop a handbook.
 - If you will host a tournament, read through **Tournament Directors Handbook**, following the policies and procedures contained in that document.
 - Complete and submit to scott@badgervolleyball.org the **Certificate of Insurance Request Form** to notify the Region what sites you will use for tryouts, practices, etc., and what needs to be covered by insurance. You must also submit a facility usage document.
 - Plan for Parent/Player Information Meeting (Pre-tryouts? Post tryouts?)
 - Register new coaches for on-Demand Impact Clinic(s)
- October/**
November:
- Select Team: tryouts, invitation, all-comers?
 - Plan potential tournament schedules
 - Plan ref/score training for players and coaches
 - Meet with coaches and review club policy, player/parent “issues”, reimbursement/stipend/salary, travel policies, expectations, etc.
 - Enter multi-day tournaments

- Nov./Dec.** - Enter one-day tournaments on or after the Sunday before Thanksgiving
 - Update Sports Engine tournament rosters with players and uniform numbers and send out to Tournament Directors
- January-
End of** - Manage Club, monitor teams, coach/player/parent communication
 - Determine if team(s) will attempt to qualify for JNC (USA Volleyball National Championships)
- Season:** - Enter national and/or regional qualifier events
 - Act as a liaison for club members to regional and national programs
 - Monitor that club is in compliance with regional and national policies and regulations
 - Work with members involved in any sportsmanship or other ethical issues
 - Work with other club directors if a player would like to change teams after their season is complete
 - Expose families to educational opportunities for recruiting information
 - Communication to the Region staff or Board of Directors on any policies or procedures

*Determining your club philosophy is a very important step in preparing for season. Your philosophy will determine how you run your program. Preseason is the time to answer the following:

Who will make the decisions (a club director, a board of directors, etc.)?

What age levels will we offer?

What types of programs will we offer? Elite? Developmental/Instructional?

How will we select our teams? Tryouts? Invitation? Residency? Sign up?

How many players on a team?

How will we select and train our staff?

How will playing time be decided?

What tournaments will we participate in? Qualifiers? Region Championships? Nationals?

A commitment to a philosophy and a contract or handbook stating such policies will prevent many common miscommunication issues from occurring. Examples of these can be obtained from the Region.

JUNIOR CLUB ENROLLMENT

Junior Player / Club Contact Policy

The Badger Region has the following Junior Player/Club Contact Policy (formerly known as the "Recruiting Policy"). These rules are designed to:

1. Protect the interests of a player and/or family regarding club contact;
2. Allow players and families to seek information they want from clubs.

IN-SEASON

Defined as the time between a player joining a team and the player's last competition, or when the player is released from the club.

- Clubs or their registered representatives (coaches and other personnel) may not initiate contact with players or families who are registered with a different club.
- Players/families may contact any club they wish at any time.
- Once a player/family contacts a club, the club may continue to contact until the player/family says stop.

OFF-SEASON

Defined as the time between a player's last competition and joining a team

- Clubs or their registered representatives (coaches and other personnel) may initiate contact with any players or families.
- Players/families may contact any club they wish at any time.
- Once a player/family says "stop," club-initiated contact must stop until the next off-season.

UNWANTED CONTACT

- If a club is told “stop” by a player or their family, the club must cease contact immediately.
- Any player/family receiving unwelcome contact from a club should contact the Badger Region immediately for assistance.
- Any club found to be contacting players or their family after the “stop” request could face sanctions from the Region, including director or club probation or suspension.

PROFESSIONAL INTEGRITY

- Clubs and their representatives should act in a manner that is professional in all contact with a player or their family. This includes refraining from speaking negatively of another club or their representatives.
- Clubs and their representatives should be respectful in all conduct.

Club Tune-Up/Pre-season Warm-up Clinics

As a service to their community, promotion for their club and fund-raiser, many clubs choose to host pre-season player clinics that occur before the applicable tryout period. It is important that club personnel ensure that all participants are members of USAV / Badger Region if they are not using their own liability insurance, and to get the clinics approved with Badger Region. Participants must register online with Sports Engine prior to participation and bring their USAV Membership card (as proof of membership) and a medical release form in case of injury

It is important that no evaluations take place at any pre-season clinic. Any evaluation would be a violation of the Badger Region Tryout Policy. Please also do not use the word “tryout” in the description or title of these clinics, as it causes confusion. Even in the instance of “Pre-tryout clinic.” Suggested wording would be “Season Warmup Clinic” or “Tuneup Clinic.”

Player Selection

Clubs may use a variety of methods to select their players. Some clubs may choose to hold tryouts; some clubs may accept everyone who chooses to be a part of their program; some clubs limit their membership to a certain school district or metro area; and, some clubs extend invitations to interested juniors. The method that you use is of your choice. However, all clubs must adhere to the basic premises of our region’s tryout policy. Extending an invitation is considered the same as making an offer at a tryout with the same guidelines and deadlines. Accepting a registration is the same as making an offer with the same deadlines. For example, a club that does not hold tryouts but “asks” players to play for their club may not “ask” a player until the applicable tryout period begins. Once a player is “asked,” they have until the applicable commitment date to make up their mind.

Clubs are allowed to retain athletes who were rostered athletes in the previous club season from Aug. 1 to Aug. 10. A form is available on the Badger Region website that will assist in documenting the retention of the athlete from the previous season to play with a club for the following season.

Dates for earliest tryouts and commitment dates appear on badgervolleyball.org under “tryout policies.”

Badger Region Club Tryout Policy

The following policy was developed by the Badger Region Board of Directors with input from the Junior Advisory Committee (all of the junior club directors) and applies to all clubs registering with Badger Region/USA Volleyball. All ages are in accordance with the USAV Age Definition guidelines.

2024-25: Policies:

- The Badger Region will allow clubs to open tryouts to all ages and gender of athletes on the second Saturday after the conclusion of the final day of the USA Volleyball Girls Junior National Championships (GJNC) or Boys Junior National Championships (BJNC) (whichever is later). All tryouts must be completed by 11:59 p.m. CT the Sunday before the start of the WIAA season. If an athlete receives an offer from a club, it must be honored until 7 p.m. CT Aug. 1. Any offer made after that time is at the discretion of the club.
- No tryouts are allowed once the WIAA high school season begins. If a club holds a tryout during the regular fall tryout period, they may do so the first Saturday in October for athletes 14-and-younger, or the Saturday after the conclusion of the WIAA state volleyball tournament (15-and-older). Clubs must honor their offers until the Monday after the tryout period at 7 p.m. Any offers made after 7 p.m. are at the discretion of the club.
- Clubs can offer a retention offer to those athletes who played for their club that season for the following club season to athletes starting on July 1 through seven days after the final day of the GJNC or BJNC (whichever is later). This is not a requirement, and offers are at the sole discretion of the club. Families, please understand that a retention commitment is the same as a tryout period commitment in terms of not being able to switch clubs until the end of the season

2024-25 Timeline:

1. Retention will open July 1, 2024, for the 2024-25 season
2. the last day of the 2024 GJNC / BJNC will be July 11.
3. The last day a retention offer can be signed will be July 18.
4. The first allowed dates for tryouts will be July 20
5. The first commitment date will be Aug. 1. Any offers made after this date are at the discretion of the club.
6. The last allowed date of summer tryouts will be Aug. 18.
7. WIAA (high school) season starts Aug. 19
8. Fall tryouts can start Oct. 5 for 14-and-under (First Commitment date: Oct.7. All 14U offers made after 7:01 p.m. Oct. 7 are at the discretion of the club)
9. Fall tryouts can start Nov. 16 for 15-and-older (First Commitment date: Nov. 18. All 15-and-older offers made after 7:01 p.m. Nov. 16 are at the discretion of the club.)

Notes: As always, players are encouraged to let clubs know of their intentions as soon as the decision has been made – a player does NOT need to wait until the deadline to accept or decline an offer. Individual clubs may choose to extend offer deadlines, at their discretion, or athletes may ask for this extension. Any extensions granted (or not) are the sole responsibility of Badger Region member clubs.

A club program who has given an offer of membership to a player may make one club-initiated follow-up contact with that player between the time of the offer and the subsequent commitment date. A club-initiated contact shall be defined as a phone call, email, text or Facebook message by a representative of the club program making the offer.

Note: A Club Program may hold additional tryouts past the final commitment date if deemed necessary by their program.

Clarification:

*At the time of an offer, a player may accept, put on hold, or decline the offer.
An offer made to a player must be held for that player until the commitment date.
A club may withdraw an offer that is not accepted by the commitment date.*

An athlete may voluntarily commit to a club prior to the commitment date, but no sooner than the first day of tryouts. A commitment is not binding to the club before the first day of tryouts.

Acceptance of an Offer

Formal acceptance of an offer is recognized when a player accepts a club assignment request from a club. This is the only official commitment recognized by the Region. Retention offers signed by parents, athletes and club personnel also serve as official acceptance of an offer if done during the Retention Period. Athletes still must accept a club assignment in Sports Engine. In extenuating circumstances, Region staff can help with acceptance of a club assignment in Sports Engine with proper written documentation in advance, which will serve as confirmation from the family of their acceptance wishes.

*****Upon official commitment by the athlete to a specific club/team, the athlete must remain with that club/team for the remainder of the Junior Volleyball season.***

Definitions:

Offer: An “official offer” is defined as an made by the Club Director or designee offering a position on the roster of one of their club’s teams via the member management system.

In addition to the member management system invitations, it is suggested that clubs also make their offers with a hard copy of an agreement (emails rather than verbal, hand out offer cards at tryouts, etc.) in case there are electronic hiccups.

Note: *As always, players are encouraged to let clubs know of their intentions as soon as the decision has been made – a player does NOT need to wait until the deadline to accept or decline an offer. Individual clubs may choose to extend offer deadlines, at their discretion, or athletes may ask for this extension. Any extensions granted (or not) are the sole responsibility of Badger Region member clubs.*

The Board of Directors approved several changes regarding junior team composition, tryouts and commitments designed to increase playing opportunities and ease the tension of the tryout process. These changes came out of several hours of discussion by the Tryout Committee, which is comprised of various board, advisory committee and staff members. There were four changes in 2020, outlined below:

1. All 13U Teams can now be co-ed, with boys allowed on girls 14U teams on a case-by-case basis, with no more than three on the court at a time.

a. Rationale: With the growth of the number of boys playing more outside of Metro Milwaukee, this will allow boys an opportunity and not limit participation, especially when so few clubs in these areas offer boys-specific teams.

b. Note: Co-ed rules are for Badger Region events only.

2. The boys 14U tryout dates will be the same as the girls 14U tryouts, in October.

a. Rationale: With the above change, younger boys can now be assigned to girls’ teams in October.

3. The commitment timeframe for all age groups will be shortened and moved to 7 p.m. on the Monday after the applicable tryout period for all offers, with no second date. This applies to both the girls and boys 14-and-under tryouts in October and the girls and boys high school-age tryouts in November. Offers/commitment time periods after this are at the discretion of the club.

a. Rationale: Shortening the commitment time period encourages families to have discussions ahead of the tryout and commitment dates, while still allowing them time to sleep on it. This also assists club directors in forming/filling teams sooner and speeds up the secondary-offer process, for those players waiting on a trickle-down offer when another player declines.

4. Badger Region will allow an optional “Retention Period” of July 1-18 for clubs to be able to offer a spot in their club for the previous season’s players for the coming season. After 7 p.m. CT on July 18, this window closes until the applicable tryout period.

a. Rationale: This policy affords clubs the flexibility to extend early offers to returning club members for the purpose(s) of player retention, budgeting and other logistics, securing and training coaches, etc. The August window was chosen to avoid conflicts with both the club and high school seasons for the athletes. This opportunity can help relieve some of the anxiety and stress of tryouts for players who already know that they will be able to return to their club. This is done at the club’s discretion and the Region will have no involvement in the specifics of this process, including if a club chooses to offer this option, who is offered, who is not offered, and if the club offers a spot within the club or on a specific team. It is up to the family to decide if this is the best option for them, with the understanding that commitment during this time period is binding to the club for the entire season, per the Badger Region tryout and commitment policy.

Club Contact during Tryouts

A USA Volleyball Membership Management System (USAV MMS, i.e. Sports Engine) request from a club to an athlete to join the “Club Directory” is not considered a contact, as it is merely a part of the data organization process clubs must manage on a year-to-year basis. The electronic MMS request from a club to an athlete to join the club as an official member marks the moment at which a club has official made an offer to an athlete. This, too, should not count as a contact, as it is a systematic administrative function. A club program who has given an offer of membership to a player may make **one** club-initiated follow-up contact with that player between the time of the electronic MMS offer and the subsequent commitment date. A club-initiated contact shall be defined as a phone call, email, text message, face-to-face meeting, or any direct message on any of the social media by a representative of the club program making the offer

Any athlete or parent of an athlete who feels that they were not afforded their rights in the tryout process should contact the region office, the Junior Chair or their Area Board Rep.

Member & Team Registration

Sports Engine Online Registration

Badger Region uses the USA Volleyball national online registration system called Sports Engine, which eliminates the need for hard copies of the USAV Membership form, the Background screening form, User Agreements and the Junior Club Personnel Code of Ethics form. All of this information is included in the Sports Engine registration for each individual.

Each individual must register themselves – anyone registering for someone else (other than a legal parent or guardian) is committing fraud. Everyone (junior and adult) must also be registered online prior to any sanctioned clinic or tryout. Please visit www.BadgerVolleyball.org for detailed Sports Engine registration instructions. Any club who allows unregistered members to participate is not covered under the USAV insurance policy, nor are any other members and/or clubs participating in the event.

Before any adult may be added to a team roster in Sports Engine, they must be paid, background screened, Impact and SafeSport trained and have signed waivers on file. The background screening process will not begin until payment is received. Please plan accordingly (i.e. submit the screen and payment more than seven to 10 business days prior to the first contact with a junior player – there is nothing that can be done to speed up this process). All IMPACT clinics are on-Demand online.

For tryouts, players might be asked to present their current USAV Membership card, a completed medical form and a concussion signature form (required by Wisconsin state law). Clubs may also choose to have players submit a Player Information Form to gather information on the athlete. The region has provided such a form on the “Forms” section of our website. You may also choose to use your own form.

Team Fees

At the May 2022 Badger Region Board Meeting, the board voted to remove all Team Fees moving forward.

Adding a Player Later in the Season

To add a player later in the season, just have them register and pay via Sports Engine. Once they have a current membership, you can add them to any roster. There is no need to contact the Region office.

USAV/BADGER REGION INSURANCE INFORMATION

All clubs and members are provided both liability and secondary sport accident insurance as a benefit of your membership with USA Volleyball.

[For detailed insurance information, click here.](#)

If an Injury Occurs

Club directors need to be mindful that it is you and your staff's responsibility to provide minimal first aid should there be an injury to one of your members. Minimum care would be access to a phone to call 911 immediately and a medical kit with general supplies along with an ice chest or ice packs. If your team is planning to compete in a tournament, it is not the tournament director's responsibility to provide first aid to your members. The Mayo Clinic has one of the better websites with instructions on how to administer first aid treatment for common injuries and illnesses. OSHA also provides first aid response advice. Their addresses are:

<http://www.mayoclinic.com/findinformation/firstaidandselfcare/index.cfm>

<http://www.osha.gov/SLTC/medicalfirstaid/>

All club directors, coaches and tournament directors should have copies of the ***Incident Report Form***, available at all times. The Tournament Director, Club Director, Coach or Badger/USAV representative at the scene or upon notice of an incident resulting in bodily injury or property damage, shall obtain and record the information required on the Incident Report Form. These forms must be submitted as the incidents occur, and should be submitted to Jennifer Armson-Dyer at jen@badgervolleyball.org. The Region office will verify the event was a Badger Region/USAV-sanctioned event, and then forward a copy of the report to the insurance company.

If the individual injured requests to apply for the benefits under the Accidental Sport Coverage, they should be given a ***Medical Claim Form***. The injured participant (or their parent) must complete the form completely and sign the first page of the form. If the injury requires medical attention by a physician, nurse or health care provider, follow the instructions on page 2 of the Medical Claim Form. The form shall then be submitted as noted on the form.

If the claims system works properly, the insurance company will receive both the Incident Report Form from the Region describing the incident causing injury and a Medical Claim form from the injured participant requesting reimbursement for the medical claim. When both forms are received, the insurance company knows there is validity in the claim and will enable them to process the claim.

Certificates of Insurance/ Liability Insurance

Your program, as a member of USAV/Badger Region, is provided with liability coverage for your events. Some facilities request proof of insurance. To secure this, send the ***Certificate of Insurance Request Form*** to the region office ([available online here](#)). List all the facilities your club will use during the season for tryouts, practices, tournaments, etc. This will notify our office of the facilities that you will need covered for liability.

If you check off that your facility requires a certificate of insurance, the region office will secure that certificate for you. If your facility requires that it be listed as “additional insured,” you need to note that on the form as well. It is important that you include your email address on the form as all certificates are sent out via email. Keep a copy for your records.

Badger Region also needs on file your Facility Usage. In the event of a claim, Badger Region needs to be able to verify that a sanctioned Badger Region/USAV event was taking place at that time. Please forward to the office the facility name and dates and times of scheduled events. This can be done on a month-by-month basis if necessary, but must be submitted prior to the event.

Directors should review any contracts they sign for facilities. If there are any questions on contract language, please reach out to the Region prior to signing the contract, and we will get you in contact with the USA Volleyball liability insurance company. They will help review the contract for any USAV Region-registered club or event. This must be done before the contract is signed.

Club Directors must read over any rental agreements or contracts before signing them. Be sure you are only taking responsibility for the area of the facility you will actually be occupying for your event. The Certificate Holder (facility owner) is only an additional insured with respect to liability caused by the negligent acts or omissions of the Named Insured (club or TD) as respects to sanctioned USAV and Badger Region Volleyball events.

BADGER REGION VOLLEYBALL ASSOCIATION

Facility Safety Facility hosts and tournament directors should always ensure their competition area and overall facility are in good working order and free from risks to the extent possible.

Below are suggestions for both indoor and outdoor facilities that managers and supervisors should look for prior to play commencing.

- Conduct a walkthrough of the facility prior to players, coaches, or spectators being admitted. Post signage and block off any areas necessary.
- Ensure the facility is suitable for practice or tournament play.
- Check floor surfaces for defects, trip/fall hazards. For outdoor facilities, clear the playing area of any large objects or debris, such as wood, glass, etc. Have a sand sifter or rake available.
- Check for low hanging lights, heating units, plumbing units, basketball backboards, etc. Familiarize yourself with USAV rules pertaining to these obstructions. Lights should be covered.
- Ensure spectator seating areas are in good repair. Block off any areas you do not want spectators to access. For both indoor and outdoor facilities, ensure spectator seating areas still give enough clearance around the court for serving and pursuit.
- Make sure restrooms are clean, sanitary, and in good repair with plenty of supplies.
- Limit access to the balance of the school or facility if needed. Use signage. Also limit access to other sporting equipment, such as wrestling mats.
- Standards and referee stands must be padded per USAV rules.
- Posts, walls, or other barriers around courts should be padded to the extent possible. Any objects hanging on walls, such as signs, pictures, ladders, or other objects should be removed if there is a possibility they may interfere with pursuit of a ball.
- Know who to contact with facility issues, emergencies, or issues with unruly spectators. Know who has access to any keys or storage areas necessary.
- Exits should be marked and kept clear to the best extent possible – ensure compliance with fire codes.
- Parking areas should be well-lit and monitored to the extent possible.
- Ensure clear ingress and egress pathways, particularly in case of needing to summon emergency services.
- Post all relevant policies and procedures relating to the event, including the BRVA/USAV Parent/Spectator Code of Conduct.
 - For outdoor facilities, know how to access local weather forecasts, heat index data, and air quality data.
 - Have access to basic first aid supplies and an AED, and ensure you are familiar with their usage (Red Cross Basic First Aid / Red Cross AED).
 - Consult with the facility to develop an Emergency Action Plan (EAP) if needed.
 - The region encourages the use of Certified Athletic Trainers at events when/where possible.

Source: USAV Insurance Handbook – 2019/2020 Season

REGION TOURNAMENT INFORMATION

How to Enter a Tournament

Please visit: <http://badgervolleyball.org/registering-for-events/>

Additional Tournament Information

The Tournament Director Handbook can be found within the Tournament Director Toolkit:

<https://badgervolleyball.org/directors-coaches/>

Badger Region Championships

Badger Region hosts a Region Championship for girls' age divisions 11 through 18 and boys' age divisions, 12 through 18. Entry is available on AES. Only teams that meet the posted entry deadlines will be accepted. Participants must be registered full members of Badger Region. Teams must play at their age level unless the Region combines age levels (i.e 17/18s). No other Region tournaments will be sanctioned during the Badger Region Championships unless they are for different age divisions than those offered at the Championship event on a given weekend. Region Championships will take precedence in the scheduling of officials on those weekends.

Badger Region (Girls JNC) Qualifier Tournament

The intent of the Badger Region Qualifier is for competitive teams seeking a bid to the USA Volleyball GJNC. This tournament should not be used as a playdate. There is not a minimum match requirement. Matches will be played out in order to secure an accurate order for re-allocation bids. A suggested guideline for "competitive" teams are those who play in the "open" division of the Badger Region Championships, a bid division at a national qualifier and the elite division of the Badger Region Power League.

Badger Region bids for the USA Volleyball Girls Junior National Championships in 2024-25 will come from a stand-alone tournament held in the winter of 2025. Please see the Region website for details.

Our region is currently allocated one bid at each age division (11s through 18s) for the USA Volleyball GJNC National Division and one bid at 12s through 18s American Division and one bid for the 14s through 18s in the Freedom division, with a second reallocated a possibility. Bid totals for 2024-25 will be updated at a later date.

All teams will be required to sign a Bid Declaration document prior to the Region Qualifier to outline which bid (National, American, Freedom) the team will accept if won. If declared, the team must accept the bid, or the next available declared bid. This is done because some teams do not wish to win bid in certain divisions, and it aids the Region staff in determining awarding of bids, trickle down bids and reallocation bids.

Girls' teams that wish to participate in the GJNC must qualify for those events either through the national qualifier tournaments (see Section 4: USAV National Post Season Tournaments/Qualifiers of this Handbook) **OR** our Region Qualifier Tournament. To be eligible, a team must meet the following criteria:

- **Submit entry form and fee to the region office by the deadline date**
- **Submit a complete entry for the GJNC by the USAV registration deadline.** A complete entry includes: online team registration and payment of entry fee.

Teams that have earned an Open bid through one of the National Qualifiers are not eligible to participate in this event. A team that has earned an American Division bid but wishes to attempt to earn a National Division bid may participate.

If a team wins a bid at our regional qualifier and subsequently does not participate in the GJNC in the division that it won the bid due to declining the bid and not qualifying in a higher division at a National event, that team (the rostered players), its coaches, club director and all of the teams in the club will be suspended from participation in the Badger Regional Qualifier Tournament the following season.

Bid winners at the Badger Region Qualifier will be required to sign a bid acceptance form before leaving the gym that day as well as verify their roster (which will be frozen) that day.

USA Volleyball is granting Regions the right to hand out bids to the Boys Junior National Championships for a new American Division at the yearly event. Starting in 2023, Regions handed out bids in the 16s and 18s divisions, which in essence will help create a fourth division for boys at nationals. Boys divisions now will include Open, USA, American and Club in those age groups. Further expansion of age groups will depend on the total number of entries per division.

Hosting a Tournament

Anyone who is interested in hosting a tournament may download the ***Badger Region Tournament Director's Handbook*** from the Badger Region website. The handbook includes information on Tournament procedures, from getting the event approved and on the region schedule, securing officials, managing the event, through reporting results.

REFEREE AND SCORE CLINICS

Club Referee/Score Requirements

There are several ways that clubs can choose to train their coaches and players as junior work crews, including in-person by a certified clinician, in-person by a club representative with the appropriate knowledge, and online training. A certified clinician can be used to train your staff, who then can individually train the players, as is the practice of many clubs, especially for scoring. Clubs will absorb the cost of any in-person clinics. Contact Scott Spiess at scott@badgervolleyball.org with questions. An approved list of certified clinicians with contact information will be posted on the Region website later in the fall. Please convey to the players / families the manner your training will be done, as the Region office receives questions on “our” requirements, and we have to tell the family that the club determines the training procedures.

We strongly encourage the use of the USAV Academy for teaching materials, including videos and information on junior referee, line judge and scorer training. These materials can also be used to reinforce training after an in-person clinic, or as a refresher throughout the season. The USAV Academy is free to USA Volleyball members.

It is the duty of every Club Director to ensure that their members have received appropriate training and instruction in both refereeing and scoring areas and are educated in the rules of USA Volleyball, including USAV Scoring and Line Judging techniques. Teams that are responsible to provide a work crew during a tournament must provide the following: an R1 (up referee), an R2 (down official), two lines persons, a scorer, an assistant scorer (visual scorer) and a libero tracker. Coaches and players who are assigned to work need to provide the best service possible for the teams that are competing. In Badger Region, the R1 must be a coach, however under some circumstances (see “Junior Certified Officials” below), a player may function as a R1. At the Badger Region Qualifier, all R2s must be a rostered adult.

If you are interested in hosting a clinic, please reach out to a certified referee listed on the Junior Ref Clinic Contact List. Click here: <https://badgervolleyball.org/programs-junior-refscore-clinics-2/>

The responsibility of training athletes and coaches falls on the club director. Please notify the Badger Region office how you trained your coaches and athletes by filling out this form ([click here](#)) after training is complete. If clubs choose to offer their own training, resources for directors are available via the USAV Academy in Sports Engine.

Minimum Standards for junior officials during junior matches

No use of electronic devices during the match. No food or drink on the scoring table. Athletes must also be able to demonstrate proficiency in the following:

1. Brings own whistle
2. Whistle – loud, crisp, timely
3. Correctly checks line-ups prior to each set
4. Observes receiving team during service action
5. Transitions to blocking side of net during rallies (when possible)
6. Repeats first referee's signals; uses proper signals and sequence for R2 calls
7. Maintains focus at net during net play (does not follow ball)
8. Identifies center line, net faults and touches above the net
9. Follows substitution procedures & communicates sub info with scorer
10. Administers time-outs
11. Assists with communication amongst officiating crew

Minimum Standards for Junior Scorers at Events

No use of electronic devices during the match, except any video-streaming score requirements

No food or drink **ON** the scoring table

Demonstrates proficiency in the following:

1. Correctly records:
 - a. results of coin toss (serving and receiving team information)
 - b. starting line-ups
2. Confirms the correct server on every serve attempt
3. Slashes running score column points
4. Enters exit scores
5. Substitutions
 - a. records player numbers exiting and entering the set
 - b. records the team score at the time of the substitution in the Score at Change section
 - c. slashes the total team sub count
6. Records time outs
7. At the end of the set:
 - a. enters and circles final exit scores
 - b. correctly enters winning and losing teams & scores in results section
 - c. "hourglasses" any unused points in the running score column

Libero Service Scoring Requirements

In all Badger Region and USAV events, either or both of the liberos may be allowed to serve.

1. If a libero serves for a position player, the roman numeral for that Service Order position is enclosed with a triangle.
2. If the libero serving scores a point, the appropriate number in the Running Score section is enclosed with a triangle.
3. If a libero serves for a position player, the libero tracker/Assistant Scorer is also required to enclose the roman numeral of the replaced position player's Service Order with a triangle.

Club Directors are asked to always be on the lookout for individuals who may be interested in helping out our region by training to become a Certified Official and/or Scorer, including any parents of athletes.

Ref/Score Clinic dates are posted each fall on the region's website. The process is fairly easy:

- Become a member of Badger Region and complete necessary requirements of background screen, SafeSport and all waivers;
- Attend a referee clinic (**for officials: any clinic performed by a certified clinician / for Scorers: any clinic performed by the Score Chair**);
- Take the on-line referee test (Form C) (on the Badger Region website); and
- Officials: Be evaluated at a Badger Region referee evaluation session;
- Scorers: Be evaluated and submit subsequent scoring practice materials.

The payment schedule for officials and score monitors can be found in the Tournament Directors Guidebook and on the Region website.

Junior Certified Officials

There are two levels of certification available for junior members who wish to work as an R1 (up ref) for their team or as a paid official at sanctioned events.

A **Junior Team Referee** is qualified to serve as an R1 (up ref) for her/his team during pool play.

Junior Referee – In-Training -- Certification Requirements:

1. Be 16 years of age or older
2. Be a member of Badger Region with completed requirements
3. Attend a referee clinic performed by a certified clinician
4. Take the on-line referee test and correct it to 100%
5. Receive a recommendation from their club director to serve as an R1
6. Must be evaluated for a minimum of two matches or four sets by a referee of Regional rating or higher
7. Must receive approval from the Referee Chair or Ratings Chair for the Provisional rating.

Once an individual has received their in-training status, they will be brought into the pipeline for advancement. For more, email sara@badgervolleyball.org.

SECTION 3: BADGER REGION / USA VOLLEYBALL LEADERSHIP

BADGER REGION JUNIOR ADVISORY COMMITTEE

Committee Structure

The Junior Advisory Committee, made up of one representative from each club registered in Badger Region, is headed by the Junior Chair and is assisted by the Girl's Junior Chair and the Boy's Junior Chair. The Junior Chair, Boy's Chair and Girl's Chair will be elected by the Junior Advisory Committee. The Junior Chair is an active member of the Board of Directors and has voice and vote on all topics. Girl's and Boy's Chairs sit on the Badger Region Advisory Board and have voice but no vote at all Board meetings. The Junior Advisory Committee will be contacted for feedback throughout the year, either directly by the Region office electronically or in person, or by their board representative. Feedback will relate to proposals and ideas on policy and procedure related to junior members and junior programs. Each club is allowed one vote or response. All information and results of surveys by the Junior Advisory Committee are advisory and require a final decision and approval by the Board of Directors. If a recommendation is needed in a short amount of time, the Jr. Boys Rep, the Jr. Girls Rep and the Junior Chair will consult and make a recommendation to the Board of Directors.

Mission and Goals

The Junior Program of USAV is for players up to 18 years old. The emphasis of the program is to promote and assist in the continued development of the volleyball athlete, club programs and junior tournaments. Promotion, education and competition are provided on an advanced level, with the focus on the development of highly skilled players and teams.

The philosophy of our Junior Programs is to develop and promote the quality of youth/junior volleyball within the Badger Region by providing organizational assistance and promotion for youth/junior camps, clinics and club programs. In addition, we seek to develop and promote the educational advancement of our youth, juniors, coaches, officials and parents in all aspects of the sport to include certification in available areas. The following goals will serve as guidelines for a quality program. These goals can and will change according to the special needs of our Region.

1. Act as a clearinghouse for providing all members of the Region with information on Youth/Junior National activities (i.e., clubs/teams, camps, publications on a local, state, regional, national and international level).
2. Provide guidelines for financial assistance for endorsed Badger Region Youth/Junior teams as requested by the Advisory & Executive Committees of Badger Region.
3. Develop and promote the provision of:
 - a. camps & clinics for players, coaches and officials
 - b. publications on playing, coaching, officiating and administrating volleyball
 - c. quality youth / junior competition
4. Develop and promote communication with the following:
 - a. school administration, coaches, parents and players
 - b. media outlets
 - c. junior clubs and teams within and outside of the Badger Region.
5. Schedule regular Youth/Junior development meetings with club/team directors, coaches, officials and other interested individuals. The discussion is to include the following but is not limited to:
 - a. current concerns of the season and their resolve in a positive manner
 - b. future direction and establishment of goals to meet said direction
 - c. planning and discussion of upcoming events within the Region
 - d. sponsorship and fund-raising.
6. Promote, develop elite teams for regional, national and international competition.
7. Provide continuing educational assistance to players, coaches and officials by hosting regional and national certification programs.

BADGER REGION ETHICS & ELIGIBILITY PROCEDURE

Club Directors and their staff have an obligation to be familiar with the rules, guidelines and ethics codes of Badger Region and USA Volleyball. Lack of awareness, misunderstanding of a rule or standard is not a defense to a charge of wrong doing. When a Club Director is uncertain whether a particular situation or course of action would violate policy or ethics, the director should consult with knowledgeable authorities. The Badger Region does not get involved in financial disputes.

When a member believes that there may have been a violation of the policy or ethics by another member, they should attempt to resolve the issue by bringing it to the attention of that individual if an informal resolution appears appropriate and when intervention does not violate any member rights that may be involved.

If you feel a violation is not appropriate for informal resolution or informal resolution did not resolve the violation properly, you may need to file an official grievance. The steps for this process are:

- 1) Contact the Board Member that represents your area (found on the Badger Region website). If you feel there is a conflict of interest between the party with the grievance and the Area Rep, contact the Region Office, the Boy's/Girl's Board Rep or a Board rep.
- 2) Your Area Rep may attempt another try at informal resolution of the violation.
- 3) Complete a **Badger Region Ethics and Eligibility Report**. The form should be submitted with any supporting documents via the online reporting form ([click here](#)). The report will be forwarded to the appropriate Ethics and Eligibility Committee for review. The Ethics and Eligibility Committee will follow the procedures outlined in the **Badger Region Ethics & Eligibility process** found on the region website.

Club directors and coaches of USAV/Badger Region must cooperate in Ethics and Eligibility investigations, proceedings and resulting requirements. Failure to cooperate is itself an ethics violation.

Club Directors and their staff should not file or encourage the filing of complaints that are frivolous and are intended to harm the respondent rather than to protect the public. Good faith reporting procedures are taken into account. The Region does not get involved in contractual or financial disputes.

REGIONAL AND JUNIOR ASSEMBLIES OF USAV

The Junior Assembly is the national advisory body selected by each region to represent juniors and junior-related issues to the USAV staff and other divisions and substructures of USA Volleyball. Each Region may select one representative to the Junior Assembly. Currently, the Badger Region Program Director serves in this capacity, with the Junior Chair, Junior Girls Rep and Junior Boys Rep serving as an advisory committee. The Junior Assembly meets annually at the end of May in conjunction with USA Volleyball's Regional Volleyball Assembly Association (RVAA) Meetings, as well as electronically throughout the year

The Badger Region will have one junior rep attend the meetings, as well as the Commissioner and the Program Director or other authorized staff member. /Executive Director, who represents the Region in the RVAA Commissioner meetings that run concurrently to the JA meetings. The Badger Region Reps are responsible for the following:

- To serve as a conduit between Badger Region and the RVAA / Junior Assembly for ideas related to juniors programs, indoor and outdoor, from developmental to elite levels;
- to represent all the programs of our region at the national meetings; and,
- to inform our Board of Directors and region junior programs on the assembly's action

SECTION 4: USAV NATIONAL POSTSEASON EVENTS

Junior National Championships

- **USAV Girls Junior National Championships (GJNC)** will offer competition in seven Divisions:
 - **Open Division**
 - The goal of the Open Divisions at the GJNC is to identify the best team in the country through rigorous competition in age group classification from among the top 32 teams. The Open divisions of Qualifiers are designed to identify and select those top 32 teams.
 - **National Division**
 - All bids awarded come from the Regions. Generally considered the top team in the region that doesn't earn an open bid.
 - **USA Division**
 - Formerly the National Division at Qualifiers. This will be a 24-team field with all 24 bids being awarded at NQs. Generally targeted for teams striving to become amongst the top teams nationally and regionally.
 - **Liberty Division**
 - A Qualifier-only qualifying division (new in 2022)
 - **American Division**
 - Generally targeted for teams that are competitive regionally and typically don't travel far from their geographic area of the country. Teams from Regionals and NQs.
 - **Freedom Division**
 - A region-only qualifying division (new in 2022)
 - **Patriot Division – All-Comers**
 - Access to this Championship division is based on date of entry and will field between 24 and 64 teams per age group. Teams do not need to qualify to be in this division. Should a team entered in this division later qualify for a higher tournament (American or National, etc.), their entry and fee will be transferred to the higher tournament. Generally targeted for teams looking to finish their season at the GJNC without waiting to see if they will obtain a bid in the higher divisions. Region-approved age waivers are allowed.
- **USAV Boys Junior National Championships (BJNC)** will offer competition in four Divisions:
 - **Open Divisions**, age groups 14 – 18
 - **USA Divisions**, age groups 14-18
 - **Region Bid Division (started in 2023)** -- starting with Boys 16s and Boys 18s divisions
 - **Club Divisions**, age groups, 12 – 18

SUMMARY – HOW TO QUALIFY

USAV Girls Junior National Championships

- **Open Division:** Earn bid at a National Qualifier
- **National Division:** Earn bid at the Badger Region Qualifier
- **USA Division:** Earn bid at a National Qualifier
- **Liberty Division:** Earn bid at a National Qualifier
- **American Division:** Earn bid at a National Qualifier or the Badger Region Qualifier
- **Freedom Division:** Earn bid at the Badger Region Qualifier
- **Patriot Division:** Be one of the first teams to enter this tournament

USAV Boys Junior National Championships

- **Open Division:** Win bid at National Bid Tournament in the Open Division or earn an at-large bid.
- **USA Division:** Win bid at a National Bid Tournament in the USA Division or earn an at-large bid.
- **Region Bid division:** Win bid at Badger Region Championships
- **Club Division:** Submit complete entry.

For a more detailed explanation of the qualification process for the USAV Junior National Championships, download the Girls' Qualifier Manual or Boys' Bid Manual from the USAV website.

The “Frozen Player” Rule

[\(Find the USAV rule and link here\)](#) – link refers to 2022 GJNCs but applies to all girls divisions.

Once a female junior player has participated in a GJNC qualifying event (Regional or NQ), she may not be on the Official Roster of, or participate in, another GJNC qualifying or championship event with a different club.

Earning and accepting an Open bid, submitting an Open At-Large bid application or accepting any National, USA, or American bid defines the team as “qualified” for the GJNC. Once a team is deemed qualified, the players on the qualified team’s Official Roster are frozen to that team. The players on the team’s Official Roster are subject to the following restrictions:

- A Frozen Player cannot be on the roster of, or play for, another team in a Regional Qualifier or NQ event, the roster of a team applying for an Open At-Large bid, or another team playing at the GJNC and 18’S GJNC.
- A club may add player(s) to the Official Roster of one of its teams qualified for the GJNC, provided the additional player(s) are members of the club and are not on the Official Roster of another of the club’s teams at the GJNC.
- No player may switch from one qualified team to another qualified team, even within the same club. NOTE: A 17 & Under player can switch between a team that has qualified for the 18’S GJNC and another team that has qualified for the GJNC as long as both teams are within the same club.
 - a. EXAMPLE 1: A player in the 17s age division plays on an 18s team at a national qualifier and that team Qualifies for the 18’S GJNC in the Open Division. That player may not play on any other team (e.g. a 17s team trying to qualify for 17 Open) at any National Qualifying events to help that team qualify for the GJNC for the remainder of that club season. She may, however, be added to the 17 Open roster to play in the GJNC within that club.
 - b. EXAMPLE 2: A club has a team that has qualified for the 18 USA Division of the 18’s GJNC, they may add a player from their club who plays on a younger team to play in the 18’s GJNC even if the younger team has qualified for the GJNC.
 - c. EXAMPLE 3: A player plays on club a in a national qualifier in an attempt to qualify. The player’s team does not qualify. That player may not transfer to another club to attempt to qualify

Violations of the Frozen Player Rule will result in sanctions being imposed on the already qualified team, its club, the team’s coach, the player and/or the club’s director.

The Events Department will determine sanctions for violations of the Frozen Player Rule.

SECTION 5: JUNIOR HIGH PERFORMANCE PROGRAMS

USAV NATIONAL TEAM DEVELOPMENT PROGRAM

USA Volleyball developed the following programs as a tool for identifying athletes with potential to become future National Team Members. This national program has a new structure starting in the 2020-21 club volleyball season. It includes a Beach NTDP and an Indoor NTDP.

Program eligibility is based on age classification; US citizenship and USAV membership required.

For more information on this program, visit usavolleyball.org.

BADGER REGION HIGH PERFORMANCE ALL-STAR PROGRAM

Each summer, Badger Region may field male and female team(s) to compete in the USAV All-Star Championships, which will take place at a predetermined location around the United States in late July. Athletes will be selected through a regional tryout in the winter/spring to participate in a regional camp or training sessions in the summer, from which the teams are selected.

Information on the tryout(s) will be sent to all Junior Club Directors, posted on the region website and emailed out in the winter. The goal of this program is to field a Badger Region All-Star team, regardless of club affiliation.

All athletes participating in Badger Region High Performance activities must be full regular junior members of Badger Region/USA Volleyball.

The camp and tournaments are also tools for training our region coaches by giving them an opportunity to work with high-level coaches who have experience in training and competing at a national level. Coaches are encouraged to contact brian@badgervolleyball.org if interested in helping out at tryouts. Coaches that would like to be considered as Head or Assistant Coaches for the Training Camp and/or HP Championships Teams should complete the HP Coaching Application form that can be found on the region website.

Information on age groups, tryouts, camps, coaching applications, etc. is available on the Badger Region website or by contacting the region office.

SECTION 6: COACH EDUCATION AND CERTIFICATION

IMPACT

IMPACT stands for Increased Mastery and Professional Application of Coaching Theory. The IMPACT certificate is the minimum requirement for all USA Volleyball junior coaches. An online-only program, IMPACT introduces coaches to the basics of the profession. Its focus is on responsible behavior, interaction with players, coaches, officials, parents and the community in which the coach will be representing and promoting the sport. In addition, it discusses the teaching fundamentals of skill/team, and social/emotional development.

NTDP Academy

In 2022, USA Volleyball rolled out the NTDP Academy that utilizes experts and elite coaches. It became free in May of 2022 to all members. It utilizes USA Volleyball Coaching Education cadre to help lead these online videos.

ART OF COACHING VOLLEYBALL

A limited number of free premium memberships will be available to Badger Region coaches as a member benefit. Only adult members with an active membership with IMPACT and SafeSport will be eligible for this opportunity. This membership will renew at the start of each membership year, and eligible coaches must have a new season membership to receive their AoC membership. Information on how to claim these memberships will be sent to those have active adult coaching memberships in late fall.

REGION HOSTED COACHES CLINICS

Badger Region will occasionally host coaching clinics throughout the Region. Announcements will be circulated via email, on our social media, and posted on the region's website. The Region is always looking for ideas and locations to host coaches clinics in the future. The region will consider sharing non-Region events on its website for the good of its coaches.

AMERICAN VOLLEYBALL COACHES ASSOCIATION (AVCA)

Badger Region has a partnership with the AVCA for recruiting and other coaching information. Videos, tips, coaching recognition, and other coaching information is shared on a regular basis by the Region from the AVCA. Our awards program recognizing coaching, directors and other leaders in our sport is in partnership with AVCA.

JUNIOR VOLLEYBALL RECRUITING ASSN. (JVRA)

Badger Region encourages clubs to research the opportunity to be a partner with the Junior Volleyball Recruiting Association. The group is an education-based association that works to get the most up-to-date rules and tips about recruiting out to prospective student athletes and their families.

SECTION 7: RESOURCES

Badger Region Volleyball Association

2831 N. Grandview Blvd, Suite 105
Pewaukee, WI 53072

www.BadgerVolleyball.org

262-349-9785 (Phone)
262-349-9971 (Fax)

The Badger Region Volleyball Association website is the place to find information on any program that is sponsored within the region pertaining to junior and adult volleyball, coaching and officials training, outdoor programming and much more.

Badger Region Facebook Page: <https://www.facebook.com/BadgerRegionVolleyball/>

Badger Region Twitter: <http://twitter.com/BadgerRegionVB>

Badger Region Instagram: <https://www.instagram.com/badgerregionvb/>

USA Volleyball

4065 Sinton Road, Suite 200
Colorado Springs, CO 80907

www.usavolleyball.org

719-228-6800

Badger Beacon

The Badger Beacon is a bi-monthly newsletter put out by the Badger Region office featuring news items, personal interest stories and other Region information. Advertising information is available by contacting brian@badgervolleyball.org.

Badger Ref Bulletin

The Badger Ref Bulletin is published twice a month by the Badger Region office and features news, updates and features on the officiating community in the Badger Region. The Bulletin provides news on events, dates and policies that impact scorer Advertising information is available by contacting brian@badgervolleyball.org.

USA Volleyball Rule Books

The Region will provide each club director and head coach with one hard copy of the USAV Domestic Competition Regulations (DCR) per cycle (every two years). This book is good for two years, and should be either kept between years by the coach or returned to the club. Additional copies may be purchased from the Badger Region for \$5. (Email us at membership@badgervolleyball.org). It is also available online. The USAV Guidebook can be found online.

Art of Coaching Volleyball

The Badger Region is proud to partner with the Art of Coaching Volleyball for in-person clinics as well as online content to benefit coaches at all levels of the game. The program gives users access to a massive library of volleyball coaching videos, resources and clinics. For more information, visit <http://www.theartofcoachingvolleyball.com>.

American Volleyball Coaches Association

The AVCA (www.avca.org) is an invaluable resource for volleyball coaches. The AVCA has a complete listing of instruction books, periodicals and videos on the sport. The AVCA also provided Recruiting Tips of the Week as well as a Coaches Education Tip of the Week from January to April for the Badger Region each year. Information on membership and resources available is on the website.

International Volleyball Hall of Fame

The Badger Region is a proud support of the International Volleyball Hall of Fame based in Holyoke, Mass. The non-profit organization was founded to honor extraordinary players, coaches, officials and leaders in the sport. See the IVHF website (www.volleyhall.org) for donation information.

First Point Volleyball Foundation

The Badger Region is a proud support of the First Point Volleyball Foundation which was founded in 2016 as a way to grow more opportunities for young men and boys to develop through volleyball. This includes growing high school and collegiate programs as well as increasing opportunities for boys in socio-economically communities that can benefit from the growth of volleyball. For donation information, visit <http://www.firstpointvolleyball.com>.

Junior Volleyball Recruiting Association

The Badger Region encourages its member clubs to be part of the Junior Volleyball Recruiting Association (www.jvra.org). The JVRA offers education and resources to clubs regarding the collegiate recruiting process for athletes and parents. They are not a recruiting service.

Molten

Molten is the official game ball of the Badger Region Volleyball Association. For details on products provided by Molten including volleyballs, backpacks, clipboards, carts and bags, go to <http://www.moltenusa.com>.

Sports Imports

Badger Region is proud to partner with Sports Imports for events and products that service the Badger Region volleyball community. Sports Imports offers products that range from volleyball poles, volleyball nets and other forms of equipment. For more information, visit www.sportsimports.com.

If you have any questions regarding the information in this handbook, please contact the region office or appropriate Board Member in your area.
2024-25 Badger Region Volleyball Association Board of Directors/Advisory Committee

Executive Committee

President Holly Jablonowski (C) 262-352-5035 * hollyjabo@gmail.com
 Vice President Scott Blackmon (H) 608-849-1909 * scottblackmon@gmail.com
 Secretary: Curtis Madson (C) 262-443-8871 * Curtis.Madson@cuw.edu
 Treasurer: Beau Rath (C) 920-680-6629 * beau.rath@gmail.com

Board of Directors

Metro Milw. Rep: Curtis Madson (C) 262-443-8871 * Curtis.Madson@cuw.edu
 Northeast Rep: Amy Daley (C) 256-453-3017 * fcelite.volleyball@gmail.com
 Northwest Rep: Breit Nelson (C) 715-212-1084 * spikeitdown@hotmail.com
 Southeast Rep: Holly Jablonowski (C) 262-352-5035 * hollyjabo@gmail.com
 Southwest Rep: Bonnie Stalker (C) 608-290-4048 * vbccrossfire@gmail.com
 Junior Rep: Brian Rushmer (C) 414-698-1530 * brushmer@gmail.com
 At-Large Rep Kyleigh Neive (C) 309-242-0871 * wijrs.kyleigh.block@gmail.com
 At-Large Rep: Jon Ellmann (C) 262-920-203-6873 * ellmannj@uwosh.edu
 At-Large Rep Jason Wheelock (C) 920-257-3962 * jason@fvperformance.com
 Coach Rep: Scott Blackmon (H) 608-849-1909 * scottblackmon@gmail.com
 Officials Rep: Patti Dawson (C) 262-613-1637 * pd12@att.net
 Independent Rep: Dan Habeck (C) 414-940-1932 * djh@cmlawgroup.com

Advisory Committee

Adult Chair: TJ Abshire (C) 262-527-7173 * tjabshire@yahoo.com
 Boys Rep: Mike Stevens (C) 262-909-4810 * mtstevens@yahoo.com
 Girls Rep: Braedon Melton (C) 608-921-6399 * braedenmel10@gmail.com
 Officials Chair: John Nelson (C) 715-495-1036 * jcnelson2110@gmail.com
 Scorer Chair: Erin Stalker (C) 608-290-6308 * estalker4@gmail.com
 Grassroots Chair: Alexis Middleton (C) 608-957-6324 * alexis.johnson112@gmail.com

Program Contacts

High Performance: Brian Sharkey (C) 414-313-9055 * brian@badgervolleyball.org
 Officials Assigner: Sara Voigt (O) 262-349-9785 * BadgerOfficialsAssigner@yahoo.com
 Off. Rating & Training: Julie Voeck (C) 414-305-7454 * jvoeck@runbox.com

Office Staff 2831 N. Grandview Blvd, Suite 105, Pewaukee WI 53072 262-349-9785

Executive Director:	Jennifer Armson-Dyer	414-507-1124	jen@badgervolleyball.org
Operations Manager:	Scott Spiess	414-303-5624	scott@badgervolleyball.org
Program Director:	Brian Sharkey	414-313-9055	brian@badgervolleyball.org
Tournament Director:	Kelly Lehman	262-470-0837	kelly@badgervolleyball.org
Program Specialist	Sara Voigt	262-349-9785	sara@badgervolleyball.org

All Badger Region staff members can be reached via membership@badgervolleyball.org in order to facilitate quicker communication on member questions. Please use this email address in all communications with your members should they have membership and registration questions.