



TEXAS IMAGE
VOLLEYBALL

2025-26

PLAYER & PARENT

HANDBOOK

★ Mission Statement	page 3
★ General Information	page 4
★ Staff Information	page 4
★ Texas Image Contact Information	page 7
★ Tryout information/Evaluation Process	page 8
★ Team descriptions	page 9
★ Playing Time, Club Fees and Payments	page 10
★ Rules and Regulations	page 11
★ Practice Policy	page 12
★ Travel & Transportation	page 13
★ Code of Ethics for Parents and Players	page 15
★ Communication Policies	page 15
★ Grievance Policy and Procedures	page 16
★ Sexual Harassment Policy	page 17
★ How to Make Club Fees and Payments	page 18

New Addendum to payment policy: Failure to keep your accounts current can prevent your player from receiving practice gear, their uniform package, and may prevent her from beginning practice in December/January. If at any time your account becomes delinquent, Texas Image reserves the right to suspend players from practices/tournament matches during the season until it is brought current.

Mission Statement **Texas Image Volleyball** is a registered junior program affiliate of **USA Volleyball**. The mission of **Texas Image Volleyball** is to be a leader in teaching, coaching and training young volleyball athletes in all aspects of the sport including; skill and technique training, game strategy, team tactics, strength and conditioning, and basic skills in sports psychology and leadership. This competitive athletic experience will enhance the social development, contribute to mental and physical health, and teach the values of teamwork, responsibility, self-discipline, and self-motivation to each athlete. It is the intention of **Texas Image Volleyball** to develop each volleyball athlete in the program, whether the player desires to be an NCAA Division I college player or wants to make his or her school team.

In summary, **Texas Image Volleyball's** goal is to train young players to optimize athletic potential and develop life skills through volleyball.

Texas Image Volleyball Club Goals

- ★ To promote the sport of volleyball to young athletes in the North Texas Region
- ★ To improve each athlete's skills and knowledge of the game
- ★ To educate each athlete on the aspects of team and individual goals
- ★ To improve the pride and self-esteem of each athlete
- ★ To create a positive environment for athletes that promotes sportsmanship, competition, and fair play
- ★ To provide an opportunity for athletes to prepare for a collegiate level of play
- ★ To provide coaches the opportunity to improve their skills through the experiences offered in coaching exceptional athletes and through the certification programs established in the USA Volleyball Juniors Program (Increased Mastery and Professional Application of Coaching Theory (IMPACT) and the Coaches Accreditation Program (CAP))
- ★ To educate players and their parents about the rules and procedures that govern junior volleyball, including the Texas University Interscholastic League (UIL), the NCAA, and USA Volleyball
- ★ To provide college recruitment opportunities for players wishing to play at the collegiate level

General Information

Mike Wilhelm – Director/Owner

Mike is a Director of Texas Image Volleyball along with his wife Martha, and partners Ray and Melissa Manly. Mike started Texas Image Volleyball and has been its director for the past twenty years. Mike is a CAP 1 Certified (Level I USAV CAP Coaching Education Program) coach.

- ★ *Coaching Experience:* Mike has 18 years of volleyball coaching experience, seven years of which were at the USAV Junior Level. Mike coached two teams to the USAV Junior Nationals.
- ★ *Director of Business Administration and Marketing*
- ★ *Mike's Coaching Philosophy:* "I want to provide a place where our players can improve their skills and have fun while doing it!"

Martha Wilhelm – Director/Owner

Martha is a Director of Texas Image Volleyball along with her husband Mike, and partners Ray and Melissa Manly. Martha assisted her husband Mike in the building and development of Texas Image Volleyball and has served as its Director for the past twenty years. Martha is a CAP 1 Certified (Level I USAV CAP Coaching Education Program) coach and has attended the Art of Coaching Conference to stay up-to-date on new coaching ideas.

- ★ *Coaching Experience:* Martha has over 40 years coaching experience, with 10 years in the public school system and 30 plus at the USAV Junior Level. Martha head coached four teams and assisted on two other teams that qualified and competed at the USAV Junior Nationals.
- ★ She has coached multiple age groups and is looking forward to her fourth year assisting Coach Henning with the 11 National team.
- ★ *Playing Experience:*
 - Martha started playing at the junior high level, continued in high school, and then at the NCAA Collegiate level.
- ★ *Martha's Coaching Philosophy:* Players should have an opportunity to improve their skills in a friendly environment where it is safe to learn from their mistakes.

Ray Manly – Director/Owner

Ray Manly is a Director of Texas Image Volleyball with his wife Melissa, and partners Mike and Martha Wilhelm. Ray is CAP 1 Certified (Level 1 USAV CAP Coaching Education Program) coach. Ray continues to develop his volleyball education by attending the Art of Coaching each year and working college camps in order to stay current.

- ★ *Playing Experience:* Ray began his volleyball playing experience in Southern California while he was a student in high school. It was during this time that he played volleyball on hard court, sand, and as a member of co-ed teams. Ray then continued to hone his playing skills while competing with Raider Volleyball Club and he has continued playing throughout his adult life in several men's leagues in Texas.
- ★ *Coaching Experience:* Ray has coached USAV Juniors for over 30
- ★ years. He has coached players from ages 14 to 18. Ray coached for Team North Texas (TNT) for seven of those years, one season with Texas Advantage Volleyball (TAV) and the past fifteen seasons with Texas Image. Ray has coached 10 Image teams to the USAV Junior Nationals Tournament.
- ★ *Quote:* "What I look for in a player besides ability is attitude and effort, and with that we can teach skills."

Melissa Manly – Recruitment Co-Director/Owner

Melissa Manly and Susan Kaufman are ready to assist you and your player on your journey to finding a college home! With combined experience of placing players and a healthy relationship with college coaches, Melissa and Susan will guide you through the steps of the search, communication, and commitment. We are committed to bringing college coaches to Texas Image, to tournaments, and provide a platform, endorsed by USAV volleyball, for you to use to market your player.

Melissa is a Director at Texas Image Volleyball with her husband Ray Manly, and partners Mike and Martha Wilhelm. Melissa is CAP 1 Certified (Level I USAV CAP Coaching Education Program). Melissa's willingness to learn more about the game is transferred through her coaching to her athletes.

★ *Playing Experience:*

- Melissa played two years in junior high and all four years in high school, and has continued to play co-ed volleyball for fun.

★ *Coaching Experience:*

- Team North Texas assistant coach for six years with various age levels
- Texas Advantage assistant for one year
- Texas Image for fifteen years with great success

Susan Kaufman – Recruitment Co-Director

Susan Kaufman and Melissa Manly are ready to assist you and your player on your journey to finding a college home! With combined experience of placing players and a healthy relationship with college coaches, Susan and Melissa will guide you through the steps of the search, communication, and commitment. We are committed to bringing college coaches to Texas Image, to tournaments, and provide a platform, endorsed by USAV volleyball, for you to use to market your player.

- 33 years coaching experience
- club experience at Texas Image, Team North Texas & in Kansas
- school experience as head coach at Trinity High School in Euless, junior high in HEB, and in Kansas. Other sports – track, softball, basketball, cross country, gymnastics, swimming
- Impact certified
- AVCA member, High School All American selection committee
- TGCA member, High School All State selection committee
- director of various team camps, clinics, and private lessons

La Afungia – Director of Operations

Coach La Afungia is excited to begin her 19th season with Texas Image and is now our new Director of Operations. La's responsibilities include, but are not limited to: overseeing, developing, and scheduling all camps and clinics, train coaching staff in our player evaluation process, organize and run every aspect of our tryouts, works with Martha to clearly communicate important club information to parents, organizing signing and sizing days, sets the agenda for parent meetings and team meetings, and works with Ray to coordinate all team tournament schedules and details (shares that information with our Hotel Coordinator to share with coaches and parents).

La started her coaching career at Texas Image in 2005. For 15 consecutive years she qualified all of her teams for the USA Volleyball Girls Junior National Championships. In 2011, Coach La brought home the first National Championship Title for Texas Image in the 14 American Division. In 2019 Coach La did it again and brought home the club's 2nd National Championship Title for the 14 American Division. She has over 20 years of coaching experience.

La Afungia – Director of Operations - continued

School Experience:

- Head Coach - St. Vincent's Episcopal School
- Head Coach - Nolan Catholic High School
- Head Coach - Oakridge High School
- Alumni of Trinity High School, Missouri State University-West Plains, University of Houston, and Abilene Christian.
- She is also the proud Aunt of over 25 nieces and nephews.

Kameshia Melton - Housing Coordinator

Kameshia is in charge of all necessary rooming arrangements for out-of-town stay to play tournaments. She will coordinate with La (Director of Operations) and our travel agent (for coaching travel arrangements) to provide important information to coaches and parents participating in these events.

Cindy Henning – Coordinator of Texas Image Juniors Programs

Texas Image has cultivated a Junior Development program for players 5-13 years old consisting of 3 levels to help them gradually develop the skills necessary to play at a competitive level, whether it be school or club volleyball. Our program uses a proven Progressive Style of training which entails: key words; repetition of body position; movement and footwork; and practical application to ensure proper skill technique and execution. Cindy structures and runs the Image Kidz (grades: K-3rd) level 1 and Image Advanced (grades: 5th-8th) level 3 programs. Taani Langi structures and runs the Image Select (grades: 4th - 7th) level 2 program. Cindy is our top 11 National.

Taani Langi – Coordinator of Image Select Program

Image Select is level 2 of our celebrated Youth Program working with volleyballers age 8 to 11 (4th – 7th Grades). Taani Langi (12 Black and 15 Red – Head Coach) along with his staff of certified Texas Images Coaches will guide players through the four key volleyball skills (serving, passing, hitting, and setting) using the Progression Style of training. Key words, repetition of body position, and footwork are used to ensure skill retention and proper technique development. Taani is and has been our top 12 ASICS coach for 20 years and is also the head coach for our 15 Red team.

Ray Longee – Director of Facilities

Ray handles facility needs, from building and equipment maintenance to IT support. He is also responsible for the team uniform process, and other tasks as needed.

Lisa Friedl - Head of Parent/Player Workers and Office Manager

Lisa organizes and assigns all work for credit opportunities for the season and handles all accounting (payments, etc) duties, sets the format for tryout administration, and a variety of other miscellaneous tasks.

Directors Contact Information:

Name	Position	Phone #	Email
Mike Wilhelm	Owner/Director/Accounting	817-233-7474	mike@.texasimagevolleyball.com
Martha Wilhelm	Owner/Director/Accounting	817-233-7475	martha@.texasimagevolleyball.com
Ray Manly	Owner/Director	817-915-7797	ray@.texasimagevolleyball.com
Melissa Manly	Owner/Director Recruitment Co-Coordinator	817-797-8235	mel@.texasimagevolleyball.com
La Afungia	Director of Operations	817-999-6621	lal@.texasimagevolleyball.com
Ben Barber	Director of Coaches	please email	ben@texasimagevolleyball.com
Cindy Henning	Pre-Club Youth Development Coordinator	please email	cindy.henning@texasimagevolleyball.com
Kameshia Melton	Housing Coordinator		
Kristi Crawford	Local Teams Coordinator	281-236-9472	crawmomma@gmail.com
Susan Kaufman	Recruitment Co-Coordinator	please email	susan@texasimagevolleyball.com
Taani Langi	Image Kidz Development Coordinator	817-888-2461	taani@texasimagevolleyball.com
Ray Longee	Director of Facilities	972-606-4662 ext. 249	ray.longee@texasimagevolleyball.com
Bert Littrell	Project Manager	972-606-4662	bert@texasimagevolleyball.com
Lisa Friedl	Parent Worker Manager/Office Manager	please email	accounting@texasimagevolleyball.com or lisa@texasimagevolleyball.com

Texas Image Volleyball Web Site

www.texasimagevolleyball.com

Texas Image Volleyball Practice Site

Winning Edge VB Facility
2225 109th Street
Grand Prairie, TX 75050

Texas Image Volleyball Practice Site Continued

All practices will be held at the Texas Image (Winning Edge) VB facility! There are seven courts for practice, lessons, clinic, camps and tournament play. The Texas Image (Winning Edge) VB facility also provides a cafe, volley shop, quiet work area with free wifi (during practices), four indoor sand courts and a weight area for player conditioning and training.

Tryouts

Texas Image Volleyball Club begins the player evaluation process during club play. Evaluations are turned in monthly for every player. When May begins, positional clinics are run to allow the coaches for the next age group to look at these players. This process allows our coaches to make better team decisions (based on player information collected over an extended time period. Every (new) athlete who participates in any camp/clinic, private lesson and our tryouts is evaluated for intrinsic traits in addition to skill execution and attitude. Team placement is based on the athlete's performance evaluation during the past season, and/or the camps/clinics, private lessons and the tryout period *plus* what the evaluators perceive to be the athlete's volleyball playing potential, aptitude, and attitude. This all comes together when we host our annual set of tryouts sessions starting in late July (as per the North Texas Region Age tryout requirements). **Go to texasimagevolleyball.com for ages, dates, and times.**

Tryout Fees and Forms:

The **early online** registration fee (up to 2 days before) will be \$30.00 per day. **Walk up** costs will be \$35.00 per day, (which is non-refundable). Athletes can pay by cash, check, credit card, or online. If paying by check, please make it payable to TEXAS IMAGE Volleyball and write the athlete's name in the memo section. **Athletes need to complete the [Texas Image medical release form](#) (found online under Resources: Documents and Forms) and bring it to the tryouts.**

Athletes are evaluated on the following criteria:

- Specific athletic ability for volleyball
- Overall athletic potential
- Work ethic and drive
- Willingness to be coached
- Competitive attitude
- Skill level and aptitude
- Players' Position
- Leadership

The Evaluation Process:

- ★ Tryouts for each age group are scheduled and completed over two separate days.
- ★ The tryout fee covers all two tryouts.
- ★ Several Texas Image coaches will be involved in the tryout selections.
- ★ All players will be given an equal opportunity.
- ★ The better your skills are, the higher probability of making a team.
- ★ Skill is not the only factor considered.
- ★ Teams need to be balanced with all positions, so the position that you play may be a factor.
- ★ A good sportsman type attitude and leadership are also taken into consideration

Elite Travel Teams - BLACK & RED TEAMS

Texas Image Volleyball Club fields several levels of Elite Travel teams that aspire to qualify for USAV Junior Olympic Championships in both the Open and Club divisions for each age group from 11 to 18.

In addition to competing in North Texas Volleyball Region tournaments, Elite Travel teams participate in one to three national qualifier tournaments in and outside the state of Texas seeking to earn a bid to USA Junior Olympic Girls' Volleyball Championships. Texas Image Volleyball Club's directors and coaches determine the number of qualifier tournaments a team will attend, taking into consideration health restrictions (Covid-19), as well as, each team's overall personnel, tournament options and travel costs. In and out of town AAU tournaments may be added to these schedules as well.

Elite Travel team athletes must be able to attend **all** practices, tournaments, and other mandatory events.

Semi-Travel Teams - NATIONAL & Club Teams

Texas Image Volleyball Club fields a number of teams designated as Semi-Travel teams. Texas Image strives to have the Semi-Travel teams qualify for USAV Junior Olympic Championships by qualifying in the North Texas and Lone Star Region tournaments. Semi-Travel Club teams are provided with the same coaching techniques, the same development opportunities, and the same structure and support as the Elite Travel teams. Semi-Travel teams cost less, and do not travel outside of Texas.

Semi-Travel teams are designed to work with school or other commitments.

CLUB Teams - Club Teams

Texas Image Volleyball Club also offers a number of teams designated as Club teams. Club teams are provided with one coach, the same coaching techniques, the same development opportunities, and the same structure and support as all our other teams. Club teams cost less, and do not travel outside of the North Texas Region.

Club teams are designed to work with school or other commitments.

Local Team Players

The Local Program is designed to keep middle school and high school teams together to work on their volleyball skills. Texas Image provides two hours of skills work one night per week, as well as, eight tournament play days on various Saturdays/Sundays throughout the spring. You can bring in your own team or try out for a team. We will also try to accommodate high school and middle school teams that wish to stay together as a unit, but need extra players. **Texas Image** will assist players and teams in finding a coach, as long as coaches are available ON A FIRST COME FIRST SERVE BASIS. Teams may provide their own coach if they wish. **Texas Image** will certify all first year coaches through the USAV CAP IMPACT certification program at no additional cost and all coaches will attend two Texas Image coaches training clinics held at the beginning of the club season and in March. We will have four Local tryouts (2 in September, 1 in October, 1 in November, and 1 in December (dates TBA) from 10 a.m. - Noon, for local players without teams.

Multi-Sport Athletes

Texas Image Volleyball takes precedence when a **Texas Image** athlete has a conflict with another sport. **Texas Image Volleyball** athletes who play other sports during the **Texas Image** season must notify their Texas Image Volleyball

Multi-Sport Athletes Continued

coach in advance, if they are going to miss a **Texas Image Volleyball** practice or tournament because of other sport conflicts. (Please refer to the Practice Rules page 7)

Texas Image Volleyball multi-sport athletes are expected to attend all Texas Image team practices unless there is a scheduled competition for the other sport at the same time. If there is a scheduled competition for the other sport at the same time as a scheduled Texas Image practice, the athlete will be excused from the Texas Image practice without repercussion, provided the Texas Image coach is informed of the conflict in advance. If a Texas Image competition conflicts with another sport competition, the coach and the athlete will decide on a case-by-case basis, which event takes priority.

If, for whatever reason the player must miss a practice or tournament, the Texas Image Club coach must be notified in advance in order grant approval for an excused absence.

Club Season Payments

Upon acceptance of the team offer in OCS a signed contract and down payment are required immediately. The contract states the amount of the down payment (based on level of team) and also states the monthly installment amount starting August 1st. Each installment is due at the first of each month and is considered past due after the 5th. A \$30.00 late fee is issued for all late payments. **Failure to keep your accounts current can prevent your player from receiving practice gear, their uniform package, and may prevent her from beginning practice in December/January. If at any time your account becomes delinquent, Texas Image reserves the right to suspend players from practices/tournament matches during the season until it is brought current.**

Movement between Teams

Occasionally an athlete is moved from one team to another team. Movement from one team to another team is at the sole discretion of Texas Image Volleyball directors, in consultation with the affected coaches, and players' parents. A full and justifiable explanation for the move will be disclosed to all parties. Athletes, who move from a National Travel team to a Semi-Travel team, or vice versa, will have their fees adjusted accordingly.

Philosophy concerning Playing Time:

Is Playing Time Guaranteed?

- ★ **Equal Practice Time** is what is being paid for in the fees. Playing time of 20% is guaranteed for tournament play, and tournament time is determined by ability, attitude, position, the athlete's performance, attendance, and the level of the tournament. **There is no guaranteed tournament playing time for players on the ELITE TRAVEL teams.**
- ★ Playing time over the required 20% guarantee is left to the discretion of the coach.

RULES AND REGULATIONS

General Policies – For Players

As a volleyball student-athlete, you must meet the rules and requirements established by USA Volleyball, the North Texas Volleyball Region, Texas Image Volleyball Club and the Texas University Interscholastic League. If you fail to meet these requirements, you will be released from the program.

Requirements Include:

1. You must be a current member of the North Texas Region and USA Volleyball.
2. You must have chosen Texas Image as your club on the NTR registration site once you accepted an offer to play for Texas Image.
3. You must abide by the rules of the sport, training rules, policies, and player's expectations established in the Texas Image Volleyball Program.
4. You must exhibit a commitment to the achievement of athletic excellence.
5. You must attend all academic classes and maintain "good" to "excellent" student status. You must attend all team meetings, team functions, practices, and all competition unless excused by the coach. (See practice & competition policies.)
6. Communication is necessary for the team to be successful. Your communication skills on and off the court will be evaluated and your efforts to improve are required.
 - a. Athletes will have all their uniforms and equipment available when needed and replace them when lost (at their own expense).
 - b. All players must wear Texas Image Practice T-Shirts to all practices.
7. All athletes are expected to exhibit good sportsmanship while representing Texas Image Volleyball Club. The Texas Image Student Code of Conduct specifies what good sportsmanship looks like for all Texas Image Volleyball players. The following are some of the more important rules of conduct:
 - a. Represent Texas Image, your Texas Image Team, and the sport of Volleyball with a sense of dignity and responsibility characterized by champions.
 - b. You are expected to treat **all** individuals at the **Winning Edge VB Facility**, in the Texas Image Volleyball Club Organization, and other regional adult volleyball representatives with respect and honor. Anything less will not be tolerated.
 - c. Use of profanity is not considered to be good sportsmanship and will not be permitted.
8. The athlete must adhere to the USAV policies regarding drug and alcohol use/abuse.
 - a. Consumption of alcohol and use of other drugs will not be tolerated
 - b. Abuse of various illegal or illicit drugs will not be tolerated
 - c. Smoking of any kind, cigarettes, cigars, and marijuana will not be tolerated
 - d. If an athlete is participating in any of the activities listed above while she is competing away from home, she will be sent home on the first available flight or bus at her parent/guardian's expense. In addition, the athlete's high school coach or future college coach will be notified.
9. An athlete will be suspended if found responsible for damaging property or equipment owned by the Texas Image Volleyball Club or any facility used by the Club during practices, tournaments, or any other function.

General Policies – For Players -Requirements Include:

The athlete's parent/guardian will be required to pay for the damages before the athlete is reinstated and allowed to continue in the Club. In some circumstances, the athlete may be dismissed from the Club in addition to making restitution.

10. Texas Image athletes represent Texas Image Volleyball, USA Volleyball, and the North Texas Region at all times. The athlete needs to be safe and smart in social decisions not only during Texas Image Volleyball Club experiences, but also any time they are wearing Texas Image apparel. Athletes should wear their Texas Image apparel with pride, realizing that they are representing Texas Image Volleyball Club and USA Volleyball. Therefore, Texas Image expects its athletes to reflect good sportsmanship at all times.
11. Proper demeanor is expected of all members of the Club (athletes, parents, and supporters) at all tournaments. This includes treating members of the various tournament staffs and officiating crews with respect.

Training Suggestions:

7 Habits of Highly Effective Nutrition.

- Habit 1: Eat every 2-3 hours.
- Habit 2: Eat complete, lean protein with each feeding opportunity.
- Habit 3: Eat vegetables with each feeding opportunity.
- Habit 4: Eat veggies/fruits with any meal. Eat "other carbs" only after exercise.
- Habit 5: Eat healthy fats daily.
- Habit 6: Don't drink beverages (soda, beer, etc.) with more than 0 calories.
- Habit 7: Eat whole foods whenever possible.

Practice Policy

Players and parents should refer to www.texasimagevolleyball.com for any schedule changes (i.e. bad weather closings). Otherwise, all **athletes are expected to attend every practice**. An illness serious enough to keep the athlete home from school, a genuine family emergency, or a required school activity or Church event are legitimate excuses for missing practice. Regardless of the reason, if an athlete misses an excessive number of practices, playing time will decrease or the player may be dismissed from the club.

If an athlete cannot attend a practice, the athlete must notify the coach before the start of practice. The player must contact the coach **directly**. Players who do not directly communicate with their coach about a missed practice, or who miss a practice for an unacceptable reason, are subject to consequences including, but not limited to, sitting out at least the first match of the team's next competition.

Injured athletes who can attend school are expected to attend practice to support their team and be available to help where they can, even if they cannot physically participate in practice.

Scheduled practice time is start time.

- ★ Please arrive early enough to be dressed and completely ready for practice by **start time**. This usually requires arriving **not less than 15 minutes** before start time. If an athlete is late arriving for practice, she must change into her practice gear, report to her coach and explain why she is late. The coach may determine if any corrective action needs to be taken.

More practice guidelines:

- ★ The athlete is expected to work her hardest in every task. We ask that each athlete give us his or her very best effort.
- ★ The athlete must be coachable, and willing to change technical skills and to display a positive attitude toward practice, teammates, and coaches.
- ★ **Warning:**
Any negative attitude or behavior by players or parents will warrant immediate removal from the practice court/gym and could result in reduced playing time or expulsion for players/parents.
- ★ Players will not wear jewelry (including earrings) in practice or competition
- ★ Players must keep their hair pulled back out of her face.
- ★ Players will not leave practice until all duties have been performed and their coach releases them.
- ★ Players and coaches must wear team issued Texas Image apparel for each practice, and at all competitions.

Other practice regulations:

- ★ *No food, no drinks (except water) and **no chewing gum** are allowed in any practice or tournament facility except in designated areas. The team may be penalized if players, parents or supporters disobey this rule.* Athletes are encouraged to bring water, in an unbreakable container to practices and tournaments. Absolutely no glass containers are allowed in the practice or competition facilities.
- ★ Volleyball shoes are carried into the practice and worn only for practice. This is to assure that the shoes last longer and the courts remain clean.
- ★ Horseplay or ball handling in the lobby or office areas is strictly prohibited.
- ★ Practices are open to anyone interested in observing. However, observers are to stay in designated areas. (Texas Image coaches, college coaches, the media, and/or other appropriate professionals are the exception.)

Travel Policies

It is an honor to travel with a Texas Image traveling team, so consider traveling a privilege. It is important to realize you are a young adult and will be treated as such. If you are unable to conduct yourself in a responsible manner, you will be dismissed from the trip and will not be allowed to travel with the team to future competitions.

Arrive on time and dressed according to instructions given in the team meeting prior to departure time.

1. Assist with all the necessary arrangements of packing all of your volleyball gear.
2. Double check that you have the correct uniform(s), warm ups, volleyball shoes, and make sure that you have the appropriate street clothes for traveling to make the correct impression and to be comfortable.

3. Arrange with your schoolteachers early to make up class work that you may miss because of a volleyball competition. Pick up an excuse letter for your school if necessary to excuse your absence.
4. Conduct in vans, airport terminals, and on flights will be monitored closely. Use this time to prepare for competition, study, or just rest. Keep in mind that you must learn to study on road trips to be successful academically.
5. Other considerations when our teams travel out of town:
 - a. Athletes must keep their **identification (photo identification) or passport** in their possession at all times.
 - b. Athletes are responsible for safely carrying any spending money.
 - c. Athletes cannot ask coaches for spending money.
 - d. Athletes who take daily medications must carry medications with them on board the plane. Do not pack medications in luggage (unless it exceeds the ounce limitation set by the airlines)..
6. Athletes may not leave the hotel area without informing their coach directly. You must always stay with your assigned buddy, team, or parents/guardian on trips for safety reasons.
7. Athletes must report any illness or injury to the coach immediately.
8. Athletes must lodge with their parents or guardians.
9. Upon arrival at a visiting competition site, be organized, appropriately dressed, groomed, and act like a champion.

Forms

All athletes must have the following documents and forms completed and signed by a parent or guardian before they will be allowed to practice with Texas Image Volleyball:

1. USAV - North Texas Region Membership Form
2. USAV Participant Code of Conduct
3. USAV Emergency Medical Release form
4. Texas Image Medical waiver
5. Texas Image Player Code of Conduct
6. Texas Image & Player Contract Agreement
7. A copy of the player's birth certificate
8. Player Questionnaire including uniforms sizes
9. Player Bio
10. Auto Pay information (okaying automatic withdrawals)

Transportation policy

For all tournaments inside the state of Texas – Parents are responsible for transporting the player to the facility/hotel and back home. Transportation to and from a competition site outside the state of Texas will be determined on a case by case basis.

Officiating Policy

Officiating is the shared responsibility of the entire team. All Texas Image athletes are required to help with line judging, score keeping, score flipping, and officiating. Except in cases of true emergency, all athletes on the team must stay at a tournament until the officiating assignment is completed.

Several athletes from each team are selected to become certified scorekeepers for their team. These certified scorers will be fulfilling the scorekeeping assignments at tournaments. These athletes are responsible for passing all requirements to become Certified Scorekeepers.

Code of Ethics for Parents

Athletes and parents are **ambassadors** for one of the finest volleyball programs offered in North Texas and one of the premier programs in the nation. Your demeanor and support needs to be a positive reflection of the Texas Image Volleyball Club.

- ★ Texas Image does not tolerate hostile, aggressive confrontations between parents, officials, coaches, and/or athletes. This also includes confrontations between two member parties of the Texas Image Volleyball Club.

Violation of this policy may result in the athlete's dismissal from Texas Image Volleyball.

Parent Code of Behavior from USA Volleyball

As a parent, I will aspire to:

- ★ Be positive in attitude toward volleyball and emphasize the cooperative nature of the sport;
- ★ Encourage hard work and honest effort that will lead to improved performance and participation;
- ★ *Encourage athletes to participate in volleyball alcohol-and drug-free;*
- ★ Encourage and respect referees and officials and their integrity;
- ★ Encourage athletes to participate for their own enjoyment;
- ★ Applaud fair play and good play during games and/or matches;
- ★ Be supportive of all attempts to remove verbal and physical abuse from organized volleyball activities, including foul language;
- ★ Meet the required administrative and program rules if in some cases the athletes are not able to do so;
- ★ Protect athletes from sanctions and/or suspension by producing accurate documentation;
- ★ Attend age-group (5-18) volleyball events alcohol-and drug free;
- ★ Use only designated smoking areas that are clearly posted at age group (5-18) volleyball event
- ★

Texas Image Volleyball Communication Procedure:

It is the goal of Texas Image Volleyball that the majority of concerns, problems, questions or issues can be discussed between the coaching staff and the players. This should be the case especially with older (15's and above) players with any issues other than financial. It is also important that the athletes' parents are receiving good information through

Texas Image Volleyball Communication Procedure: Continued

their daughters and because of this it is imperative that parents feel they can openly communicate with their daughter's coach.

Athletes and parents agree to use the Texas Image Volleyball Communication Process to express concerns and identify issues. This communication process helps maintain individual confidentiality, team unity, and issue resolution. The process is as follows:

- * Player addresses their concern(s) with the coach.
- * If no satisfactory resolution is found the player, parent, and coach should meet to discuss the issue.
- * If there is still no satisfactory resolution, then the player, parent, coach and a Director will meet to find an answer to the problem.

Athletes and parents agree to direct other athletes and parents with issues and concerns to the Texas Image Volleyball Communication Process. Advise members that confidentiality and team unity is diminished when the process is not properly used.

Texas Image Grievance Policy & Procedures

Step 1: Player approaches the coach

1. The player approaches the coach and asks for a time to discuss their concern(s) with the coach. The coach has 48 hours to respond to the player's request.
2. During the communication session, the player uses appropriate language and tone of voice to state her issue. Typically, the player will ask the coach to address basic behaviors, skills, conditioning activities or issues that she needs to improve or change.
3. The coach advises the player on these issues, skills, or behaviors and instructs the player that they will review these issues in two weeks from the date of the discussion.
4. The player reminds the coach that they need to review the issues brought out in the last meeting.
5. The player and coach meet and discuss the player's progress after two weeks.
6. The coach and the player decide if the issue has been resolved or if more work needs to be done or if the player's parents and one of the Texas Image Directors need to attend the next meeting.
7. If the player or parent(s) is/are not satisfied with this meeting with the coach **then a mandatory 24-hour cooling down period is required** and enforced before this issue can be written up as a grievance and reported to the club directors.

Step 2: Parent and player approaches the coach

If as a parent you feel like you need to communicate with the coach follow these procedures:

1. **Do not approach the coach during competition or at the competition site. Please wait 24 hours after any competition before contacting the coach with your concerns.**
2. Call or email the coach and request a time for a phone conference or meeting. The coach will respond in 24 hours.

Step 2: Parent and player approaches the coach - Continued

3. During the communication session, the parent and player use appropriate language and tone of voice to state their issue.
4. The coach, parent and player discuss issues and then a date is set to review these issues in two weeks.
5. The player reminds the coach that they need to review the issues brought out in the last meeting.
6. The parent, player and coach meet and discuss the issues on the date agreed on.
7. The coach, parent and the player decide if the issue has been resolved or if more work needs to be done. If these issues cannot be resolved then the formal **Grievance Policy & Procedure** will be followed.

Step 3: Player and parents communicate with the coach and the Directors at Texas Image

A 24-hour cooling-down period is required and enforced before any grievance is reported.

1. No sooner than 24 hours, but no longer than 48 hours after the matter in question, a letter is to be submitted via email to the coach in question, and copied to the directors of Texas Image.
2. The coach has 48 hours to respond to the parent's communication and set up a meeting with one of the directors of Texas Image.
3. Both the parent(s) and coach will attend the meeting with one of the directors of Texas Image. The parent(s), coach, and director will decide on a plan of action. A time is set for a follow up meeting.
4. A follow up meeting is held to see if the action plan has been completed and if any further actions are needed.

Issues Outside of Your Team

A parent, who has a legitimate concern about a coach other than their athlete's coach, or concerns about an athlete other than their own, needs to address their concern with one of the directors. Parents should follow the communication process outlined in **Step 3: Player and parent(s) communicate with the coach and the Directors of Texas Image.**

Sexual Harassment Policy

Both Federal Law and Texas State Law prohibit sexual harassment in the workplace. Texas Image is fully committed to preventing sexual harassment in its program. The following guidelines are provided by USA Volleyball:

1. Coaches do not engage in sexual harassment.
2. Sexual harassment is sexual solicitation, physical advances or verbal or nonverbal conduct that is sexual in nature and that either:
 - a. is unwelcome, is offensive or creates a hostile environment, and the coach knows or is told this; is sufficiently severe or intense to be abusive to a reasonable person in the context.
 - b. Sexual harassment can consist of a single intense or severe act, or of multiple persistent and/or pervasive acts;
3. Coaches will treat sexual-harassment complainants and respondents with dignity and respect.
4. Coaches do not participate in denying an athlete the right to participate based upon their having made, or their being the subject of, sexual harassment charges.

Other Harassment

Coaches do not engage in behavior that is harassing or demeaning to persons with whom they interact in their work based on factors such as age, gender, race, ethnicity, national origin, religion, sexual orientation, disability, language or socioeconomic status.

Club Fees & Payment Policy

Texas Image accepts checks, money orders, credit card or cash payments submitted with monthly billing statements.

1. Texas Image is not responsible for payments made in any other way.
2. Payments are due on the **1st of each month(unless accommodations were made with a Director)** via League Apps. A **\$30.00** late fee is applied to any account for payments made after the 5th of each month.
3. *Coaches cannot accept payments for private lessons from players on their own team during their contracted time.*
4. Make checks payable to: **Texas Image Volleyball, with the player's name and team name written in the memo section of the check.** Failure to identify the player may result in a late payment charge.
5. **Submit mailed payments to:**
Texas Image Volleyball
2225 109th Street
Grand Prairie, Texas 75050
6. **Make credit card payments by:**
pay online: www.texasimagevolleyball.com or by okaying automatic withdrawals.
7. **Cash payments:**
Only give cash payments to one of the **CLUB DIRECTORS or Lisa Friedl!** You will be given a receipt for your cash payment.
8. **Any question regarding your account should be directed to Lisa Friedl at**
Lisa@texasimagevolleyball.com.