

# Greater Green Bay Figure Skating Club



Member Handbook  
2021-2022

[www.greenergreenbayfsc.com](http://www.greenergreenbayfsc.com)

## Club History

The Greater Green Bay Figure Skating Club was founded in 1972 to promote figure skating in the Green Bay area. Our only real membership requirement is an interest in figure skating and passing basic skill level 5 in the Learn to Skate program. Total club membership has ranged from 10 to more than 100 skaters.

We provide skating lessons to skaters of all ages and skills. Our members actively participate in the testing program of the United States Figure Skating Association and are in competitions on a regular basis. Our Learn to Skate program is staffed with instructors from our club.

## Mission Statement

GGBFSC is a family of skaters, coaches, and supporters who are passionately dedicated to figure skating as an enrichment opportunity for its members and community.

- the club's attitude is a motivating source of support
- the club's behavior is a model of kindness and respect
- the club's actions are conceived in good will and are guided by integrity

## Board of Directors

GGBFSC is a non-profit organization registered with USFSA and has a governing body of no more than 10 members as set forth in its constitution and by-laws. Board members serve a two year term. The executive board consists of a president, vice-president, secretary, and treasurer. Board meetings are generally held once a month, unless otherwise necessary, and are open to the membership. Candidates for the Board of Directors shall be nominated by a Nominating Committee appointed by the Board of Directors. Any GGBFSC member who desires membership on the board of directors may be added to the ballot as a write-in candidate. The general membership votes for the vacated board seats at the general membership annual meeting held in May. The Executive Board is elected annually by the board members at the first board meeting after the annual meeting. Executive Board members serve a one-year term in that position.

Member	Position	Email
Sarah Schoen	President	ggbfscdirectors@gmail.com
Carl Black	Vice President	
Billie Sedlacek	Treasurer	
Holly Flanigan	Secretary	
Jennifer Kreuser	Board Member	
Sharon Madsen	Board Member	
Nicole Frank	Board Member	
Jose Pablo George	Board Member	
Shawna Johnson	Board Member	
Jill Brosig	Board Member	

## Membership

GGBFSC home club membership is open to anyone with an interest in figure skating. To be a member of the GGBFSC, skaters must have passed his or her Basic 5 US Figure Skating test and have a US Figure Skating membership to skate on club ice.

### Becoming a Member

Becoming a member is easy. First, complete the [new member application](#) on Entryeze.

Next, you will need to select a coach to give you private lessons on club ice sessions. The Bridge to Club Program can help finding a coach.

Lastly, you will need to contract for ice time. Complete details on contracting ice time is included further in this handbook.

### Membership Types & Fees

The membership fees for the 2021-2022 season are as follows. Membership fees include membership to GGBFSC from July 1, 2021 through June 30, 2022. Memberships are not prorated, as the U.S. Figure Skating does not prorate their membership fees.

Membership Type	USFS Membership Included	Skating Magazine Subscription	Cost	Notes
Full	Yes	Yes	\$130	\$200 of membership costs per family to be raised through fundraising opportunities of the club. Fundraising must be completed by May 1.
2 <sup>nd</sup> Family Member	Yes	No	\$105	
3 <sup>rd</sup> or More Family Member	Yes	No	\$90	
Introductory	Yes	Yes	\$65	This membership is for new members only. Skaters cannot have been a member of the USFS at any time. Fees cannot be prorated.
Associate*	No	No	\$65	Available to members of other clubs only. Must provide USFS membership number from home club.
4 Year Collegiate	Yes	Yes	\$105	Must be a full time college student. This is a 4-year membership.
Emeritus (Limited Membership)	Yes	No	\$0	One-time approval by the Board of Directors. Continues until the emeritus member no longer pays fee.

Coach	Yes	Yes	\$80	Available to Insured USFS Coaches.
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LTS	Yes	Yes	\$22	Introduction to ice skating
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\* Associate members requesting to participate in club events (i.e. Ice Show) must pay full membership fees and complete the required volunteer requirements of a full member.

Membership dues are used for both US Figure Skating fees and operational expenses for the GGBFSC. Membership allows a skater to purchase club ice. Full and Introductory Memberships also include participation in any club functions, social or business, including exhibitions. Members will receive the club's newsletter via email, the RSS feed or by following the sign up instructions on the newsletter page of the website. The first member in each family will receive a copy of Skating Magazine published by US Figure Skating. USFS membership allows members to test and compete at US Figure Skating competitions. Full, Intro, and collegiate members have GGBFSC voting rights, per the club By-Laws.

### Service and Ice Monitor Hours

A completed and signed service hour commitment form must be on file with the Service Hours Coordinator by 7/1/2021 in order to participate in club activities, including ice time. All GGBFSC members, except associate and collegiate members, are required to complete three requirements for service hours.

#### **Service Hour Requirement**

- 1.) Volunteer five hours at Skate Green Bay
- 2.) Volunteer five hours at the GGBFSC Annual Ice Show
- 3.) Volunteer an additional 12 hours for full and introductory members. The additional 12 hour requirement can be waived if one of the following is completed.
  - Serve on a GGBFSC committee
    - Testing Committee
    - Fundraising Committee
    - Girl Scout Event Committee
    - Christmas Exhibition Committee
    - Marketing Committee
    - Skate Green Bay Committee
    - Spring Banquet Committee
    - Community Outreach Committee
    - Spring Ice Show Committee
  - Opt out by paying \$20 per hour

Also, skater participation in certain events may require service hour(s) be performed. For example, GGBFSC test sessions require volunteer hours for those participating.

Event	Service Hour(s) Required
Any test session that you are participating in	1 hour per test

All members, including associate and collegiate, may be assessed volunteer hours if the club hosts a Regional, Sectional or National USFS event.

### **Ice Monitor Requirement**

In addition to the service hour requirements above, all members, including associate members, who contract ice will be required to complete mandatory ice monitor/music playing hours. Members are required to complete:

4 hours in Fall

4 hours in Spring

(register for monitoring sessions under the volunteer tab of Entryeze)

There is not a buy-out option for these hours & ice monitoring does NOT count towards the additional 12 hour/committee requirement. The Directors gmail will send the roster for your selected Ice Monitor session to the email listed on EntryEeze. Following the completion of your ice monitoring session, you must reply to that email with skaters present/absent from the session. Include the session date and time for your volunteer slot, your skater's name, and any coaches and skaters utilizing the Coach's Reserve. Your prompt and complete reply ensures your account is accurately credited. **You must be at least 16 years old to operate the music player.** This is a requirement of the ice rinks and not the club. The iPad for music playing is in a locked safe in the coaches room. Each skater has an individual folder with their music uploaded. Instructions sent with roster from Directors gmail.

If a member is unable to fulfill the above service hours and/or ice monitor requirements, another individual can complete these hours on their behalf. Any hours not completed will be billed out at \$20 per hour.

### **Fundraising**

A completed and signed fundraising agreement form must be on file with the Fundraising Coordinator by 7/1/2021 in order to participate in club activities, including ice time. All GGBFSC members, except associate and collegiate members, are required to raise \$200 by 4/30/2022. Any fundraising amounts not met will be applied to the members balance. Unpaid fees by 5/1/2022 will result in a skater being removed from Spring Ice Show performances.

### **Coaches**

GGBFS has many qualified coaches available for lessons. A current listing of coaches, their qualifications and fees are posted on the club website.

## Choosing a Coach

When picking a coach, make sure to talk to other experienced skaters and parents to see what their experiences have been like, talk to coaches you have an interest in, and watch them working with their students.

Be aware that there is a limited amount of ice time at all rinks, and instructor's schedules will fill up. You may not be able to make arrangements with your first choice. You will deal directly with the coach, not the club or rink to set up lessons and pay fees.

Your coach is a critical part in your skating experience. It is important to heed their advice. They will determine suggested practice times, and make suggestions regarding testing and competing. In general, a coach may spend about 15 to 20 minutes per 55 minute session on the ice with a skater.

You will receive a separate bill from your coach for time spent with each skater. They also charge for time spent with the skater at test sessions and competitions, as well as travel expenses.

Every coach may have different policies and it's important to ask them about this ahead of time. Things you should ask your coach:

- What is your policy for missed lessons? Will I be charged?
- What is your preferred method of contact, i.e. cell phone, email, etc.
- How do you schedule lesson time?

## Changing Coaches

The relationship between skater and coach is, of course, very important. Parents are usually a key additional component. Courtesy and communication are vital in this partnership, but when special situations arise and a coaching change is requested, USFSA offers the following guidelines regarding the proper and ethical sequence of behavior.

First, inform the current professional: the skater or parent of the skater should discuss with the current professional the desire to discontinue the business relationship. Once the final bill is paid, lessons can begin with a new professional. The new professional must confirm with the previous professional that the resolution of the relationship has taken place and that the final bill has been paid before giving any lessons to the skater.

Next, approach the potential new professional: the skater or parent of the skater should approach the new professional to set up lessons. (Again, this should take place only after the current professional has been informed of the desire to discontinue lessons.) The potential new coach should remind the skater or parent to discuss the situation with the current coach. The parent or skater must pay the final bill to the current coach before starting lessons with the new coach. The new coach should confirm with the previous coach that notification has been provided and that the final bill has been paid. The new coach and the parent or skater can set up lessons.

GGBFSC does not act as an intermediary between pro and member. We urge each party to resolve the situation both privately and respectfully. In the event of any unresolved issue the GGBFSC Board of Directors will provide advice and suggestions; and may exercise its right to authorize a final decision in the matter. You are expected to respect all pros who teach on the ice and they in turn will respect and help to protect your rights as a member of GGBFSC.

All pros must be USFSA members and approved by the GGBFSC Board of Directors. The board recommends the pros follow the code of ethics as outlined by the Professional Skaters Association (PSA) and requires the same respect be given the GGBFSC rules.

## **Visiting Coaches**

Visiting coaches from another club are permitted a maximum of (6) 55 minute sessions per calendar year on club ice. Coaches attending more than 6 sessions must become an associate member of the GGBFSC. They must provide U.S. Figure Skating credentials, their member number and proof of insurance when signing in with the ice monitor.

## **Contracted Ice**

Basic membership does not include ice time other than ice used for social hours. Ice time may be obtained by contracting throughout the season. Ice contract charges for each session listed under Ice Fees and Refunds.

Contracted ice time is offered in three seasons to allow greater flexibility and participation in other activities.

Fall Season:	September – January
Spring Season:	January – June
Summer Season:	June – September

Please see [Entryeeze](#) for specific days and times.

The club contracts all ice through [Entryeeze](#). Before ice sessions can be scheduled, members need to purchase one or more punch cards. Each punch equals (1) 50-55 minute session. Punch cards are available in 1, 2, 5, 10, 15, 20, 25, 30, 35, 40, 45 and 50 punches. If you need more punches, additional punch cards can be purchased at any time during the season. Please note that punch cards expire at the end of each season. Punches cannot be transferred to the next season nor can credits be applied to account for any unused punches.

Club contracted ice times are available to home club or associate members only. U.S. Figure Skating members from other clubs may skate at regular walk-on rates, if space is available. Availability is determined as outlined under Ice Sessions Maximum Occupancy and Priority.

The club does not have ice on:

- Sunday of Labor Day weekend
- Labor Day
- Thanksgiving
- Friday after Thanksgiving
- Christmas Eve
- Christmas Day
- New Year's Eve
- New Year's Day
- Sunday after the Ice Show
- Easter
- Sunday of Memorial Day weekend
- Memorial Day

Any deviations to the schedule or additional ice times throughout the year will be posted on the club's social media accounts and the GGBFSC website as well as communicated via a club email.

## Ice Fees and Refunds

Contracted ice charges for each session are listed below.

<b>Ice Time</b>	<b>Fees</b>	<b>Length</b>
GGBFSC Member Contracted	\$14.00 per session	50-55 minutes
Coaches' Reserve	\$16.00	50-55 minutes
Non-GGBFSC Guest member	\$20.00 per session	50-55 minutes

The club reserves the right to cancel or change any session and will make appropriate adjustments to contract payments.

Contract refunds for large blocks of missed skating can be considered by the Board of Directors and will be granted only for prolonged injury and illness. Any requests must be submitted in writing to the Board of Directors with a doctor's note.

## Walk-ons

Walk-ons are not permitted. See your coach for a Coaches' Reserve ticket.

## Coaches' Reserve

Coaches may purchase reserve tickets from their Entryeze account to be used for skaters who fail to pre-register for ice. This option allows coaches to purchase as many reserve punches as they would like at a rate of \$16 per punch. When the coach purchases the punches, they will be issued reserve tickets that they may use when necessary. In this process, the coach is responsible for the skaters' access to the ice. The coach would need to:- Ensure that the session is not at capacity and can allow an additional skater- Give the reserve ticket to the skater to fill out with their name, date and session skated (the ticket then gets dropped in the GGBFSC club box in the lobby at DePere or near the coaches'



locker room at Cornerstone)- Bill the skater for the \$16 charge with their regular coaching bill

## Make-Ups

The GGBFSC does not offer make-up sessions since contracted ice times can be modified in Entryeze by skaters prior to 11:59 p.m. the night before the session.

## Billing

GGBFSC offers ice to its members on a regularly scheduled basis and at reasonable rates. The club in turn has to pay an ice bill to the rink on a regular basis and your cooperation is necessary for us to comply and pay on time. All ice is billed through Entryeze.

Late payments will be charged a late fee and other action may be taken as the board deems necessary. Currently, USFSA is asking all clubs to turn in a list of all individuals who have not met their financial obligations. These individuals will be flagged by USFSA until all financial obligations are met. Skaters will not be allowed to test, compete or contract for ice time, etc. until financial obligations are met. If you don't know whether you have a balance due, please review your account on [Entryeze](#). If you have a problem meeting these deadlines, please refer to the board for assistance. If the problem becomes persistent and outstanding balances are not paid in full, the executive board will have no choice but to disallow the member to compete or test in any such event that requires a board officer's signature and/or restricts the member's ice privileges.

Membership contracts cancelled prior to the end of the season will still require payment for unfulfilled fundraising & volunteer hours.

Checks returned for insufficient funds will be automatically charged a \$25 dollar fee by the club. We cannot accept postdated checks. Ice payments may be placed in the lock box located next to the club bulletin board at DePere rink or in the lock box near the coaches' room at Cornerstone. If you would prefer to mail your ice payment please send them to: GGBFSC, Attention Accounting & Billing, P.O. Box 28164, Green Bay, WI 54307-0164. If you have any questions, please contact accounting & billing.

## Ice Sessions

GGBFSC has established rules, regulations, and protocol to ensure safety and fairness to each of our members/skaters. Any violation of the following may result in action from the Board of Directors in the respective order:

1<sup>st</sup> Offense- Written warning

2<sup>nd</sup> Offense- Appearance before the Board of Directors

3<sup>rd</sup> Offense- Suspension from GGBFSC

Anyone witness to any infraction of these rules may report them to a coach, ice monitor or board member. The GGBFSC Board of Directors will take action necessary to provide its members with a safe, fair and enjoyable rink environment.

## General Ice Rules

All skaters are **required** to check in with the ice monitor prior to skating. While this is primarily a skater/parent responsibility, private coaches must verify that any student in a lesson has paid for the ice on which the lesson is being given. This is especially true with new skaters and guest skaters.

In addition, all guest coaches are required to pre-register with the membership director at: [greatergreenbayfsc@gmail.com](mailto:greatergreenbayfsc@gmail.com). All guest coaches must receive prior approval and submit a copy of their insurance before coaching on club ice. Any guest coach teaching on GGBFSC ice more than six times in one year is required to become a member of the club. Please contact [greatergreenbayfsc@gmail.com](mailto:greatergreenbayfsc@gmail.com) for more information.

As a training center, we must maintain a working atmosphere that is free of distractions. Parents and spectators are to remain in the stands while a session is in progress. People who stand at the glass, in the team benches or interrupt a skater's training will be asked to leave the arena.

1. Skates must be worn on the ice at all times during ice sessions. No exceptions.
2. When you fall on the ice, get up as quickly as possible if you are not severely injured. Sitting or lying on the ice puts you and other skaters at risk of injury. If you are hurt you will receive help immediately.
3. When your scheduled session begins you are expected to be on the ice. If you are late, you cannot stay over into the next session to make up your time. When your scheduled session ends you must leave the ice unless you are also scheduled for the next session. This also applies to coaches' reserve skaters. All skaters are skating within the time scheduled or you will be charged for an additional session.
4. No standing idle on the ice. If you have an equipment or apparel problem, please get off the ice to make any adjustments. If you need to chat with someone, please move to the boards.
5. No food or drink is allowed on the ice. Absolutely no glass containers in the rink area and no open containers such as coffee or soda cans are allowed on the boards. Plastic water bottles and insulated type covered containers are permitted.
6. No i-Pods, iphones, ipads, computers or boom box type cd players can be placed **on** the ice.
7. No alcoholic beverages, vaping, tobacco, or street drugs will be tolerated.
8. Generally, the middle of the rink is to be used for spin practice. Please do not monopolize any specific area of the rink for prolonged periods of time.
9. Long hair or hair that may fly in your face or in another's face should be pulled back away from your face with either various hair accessories (no bobby pins) or hairstyles that enable

you to have full vision of the ice and other skaters. This is for your safety as well as all others.

10. Skating attire must be clean and safe.

11. To ensure the safety of all skaters on practice ice, skaters are prohibited from practicing synchro moves as a group, including but not limited to moves with locked arms.

12. Headphones, earbuds & the like are not permitted on the ice.

### Ice Session Etiquette

1. Skaters, pros, monitors, parents and guests are expected to show courtesy and respect to each other both on and off the ice.

2. Be aware of other skaters' movement near and around you.

3. Use of any foul language is prohibited.

4. Courtesy and respect for other skaters, pros, parents and rink personnel are expected.

5. Good sportsmanship should be demonstrated at all times.

6. Advanced skaters are expected to exhibit patience toward beginner members of the club. Remember, you were an inexperienced skater once, and it takes time for our future generation to advance to the point where they are completely comfortable skating with all levels of skaters.

7. Respect our rink staff. Clean up your mess, and leave the ice immediately when the Zamboni driver blows the whistle.

Please remember you are representing the Greater Green Bay Figure Skating Club.  
Please do it in a positive way.

### Right of Way

It is essential to respect the rights of other skaters and be constantly aware of who is around you. The skater who is doing his or her program to music and wearing the orange belt has the right of way at all times. ALL other skaters are expected to give them free maneuvering room. Second in priority are those skaters who are currently in lessons with their coach.

### Flow of a Freestyle Session

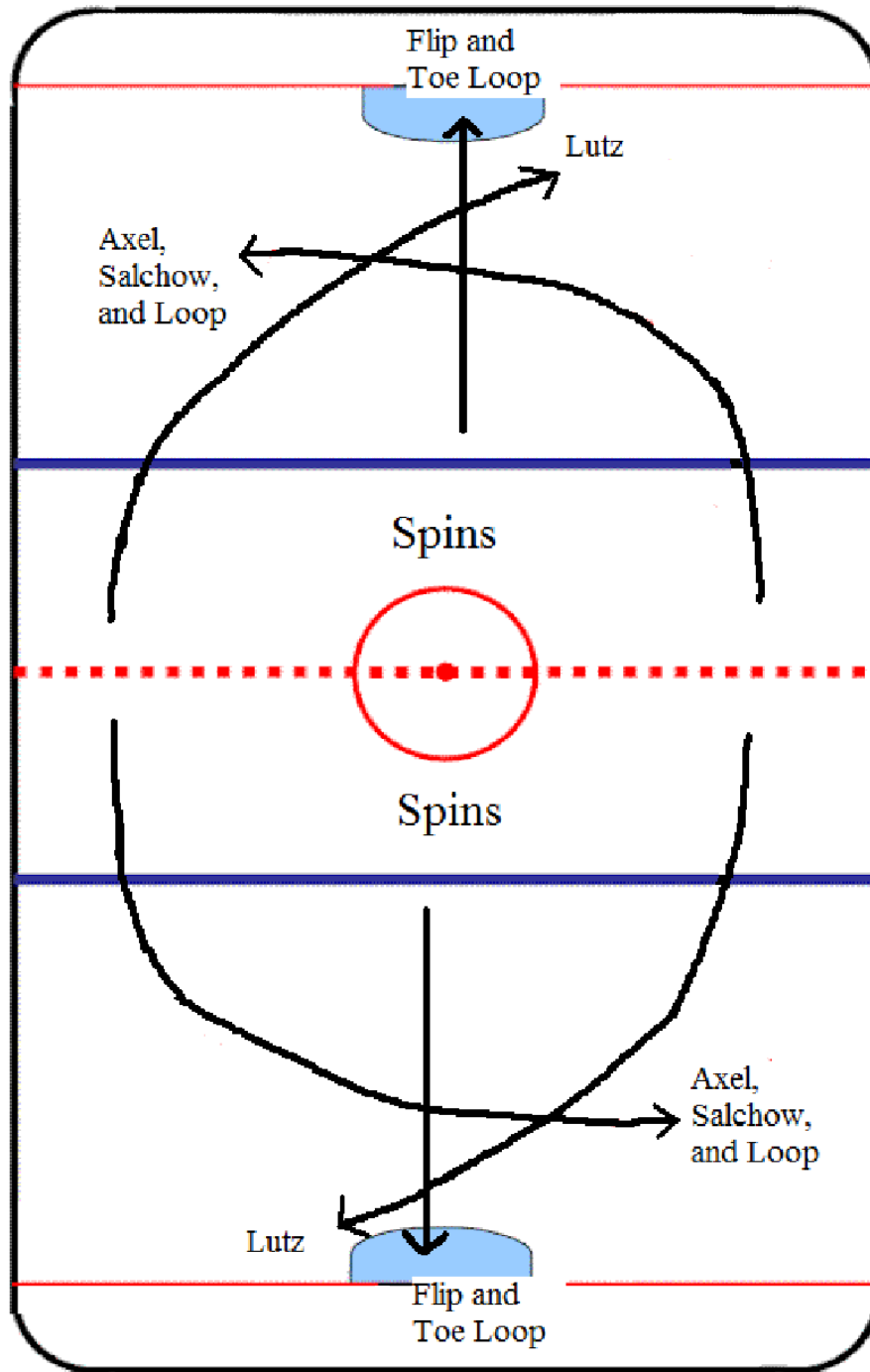
Due to the nature of certain jumps, they are most commonly performed in the same vicinity of the rink each time. A diagram of the rink is included to show where each jump is most commonly performed. Obviously, there are exceptions to these performance areas, especially in skaters' programs. Most importantly, try to avoid practicing for an extended period of time in one area.

When you are practicing elements like camel spins and back spirals be especially aware of the danger your exposed blade poses to other skaters. Take a good look at the space you expect to be in before you begin the element to avoid possible collisions. At the same time, watch for skaters performing these "dangerous" elements and try to avoid the space. If you should fall, get up quickly. Remember that the other skaters will have a much harder time seeing you when you are down low on the ice. Don't stay there any longer than you have to. Learn to keep "loose" when you fall and this will help you to avoid getting injured.

With experience, skaters begin to recognize that a practice session has a certain rhythm. Skaters tend to do expected or predictable moves in certain areas of the rink. Skaters can usually predict where another skater is headed based on what they're doing (the normal approaches to each jump or spin are pretty recognizable). If you're a "wrong way" skater (clockwise jumper) be aware that other skaters will probably guess wrong about your intentions pretty often. If you're standing near the boards, don't enter the flow of skaters without checking to make sure you're not going to get into someone else's way.

Most importantly, avoid standing along the boards at all costs. Many skaters need this area for their moves in the field patterns, dance patterns, or freestyle programs. If you need to get a drink, retie your skates, etc. go to the benches. This is for your safety!

Diagram of the Flow of a Freestyle Session



## Maximum Occupancy and Priority

A maximum of 22 skaters are allowed on the ice for all sessions. Reserved ice time will be reassigned for the session if you are not present five minutes past the start time. This means all skaters must check in with the ice monitor.

In the event there are more than 22 skaters on the ice, skaters contracted in EntryEeze for the session are guaranteed a spot. Coaches' reserve skaters must wait until another session that is not full to skate.

## Ice Monitor Procedures

You must sign up for 4 hours of Ice Monitor sessions in Fall and another 4 hours in Spring, and register for each session via EntryEeze. The Directors gmail will send a roster for the session you are monitoring to the email listed in EntryEeze. After check-in (see below), you will play music the rest of the time. Some skaters have multiple sessions. Ask for help as needed with identifying skaters.

For the first 5 to 10 minutes of the session, the ice monitor will check in all of the skaters. The skaters contracted for each session will be listed in an email sent to the monitor. The ice monitor will check in the skaters. Anyone not listed on the check in list & not holding a Coaches' Reserve ticket will be asked to leave the ice. The ice monitor will play music for the rest of the time. All skaters must check-in prior to entering the ice.

### **Ice Monitor Check-In Procedure:**

- 1.) Check-in contracted skater. carefully verifying list with skaters present
- 2.) Check in Coach's Reserve. Note names of coach and skater using the Reserve.
- 3.) Verify the ice has not met maximum occupancy, which is 22 skaters

Following completion of your ice monitoring session, reply to Directors gmail with skaters present/absent. Include session date/time for your volunteer slot, as well as your skater's name. Include names of coach and skater using Coach's Reserve. This ensures that you received proper credit for ice monitoring

Priority for ice is explained in detail in the Maximum Occupancy and Priority section of this handbook.

### **Music Playing Rules/Procedure:**

The iPad for music playing is kept in a safe in the coaches room. Each skater has a folder with their name, and you should plan to play one song for each skater in the order of the ice roster for that session, then repeat through the order accordingly. A skater may skip their turn as desired, and the order (per roster) continues.

- Music is to begin playing 5 minutes after a freestyle session begins. (The first skater in line, can go earlier if they want.)
- Coaches have one pro request per session. Coaches may only do a pro request in front of the music of a non-lesson skater. A skater may have a dance played and later a freestyle program played due to two separate and different coach pro requests if they are in different lessons in the same session. Skaters must be in a lesson for a coach to use a pro request.
- An orange belt must be worn by skaters performing their programs.
- Skaters doing their programs or dance (with the orange belt) have the right-of-way, followed by skaters in a lesson.
- Do not call skaters who are in the harness for their music.

As the ice monitor, it is important to remain on the rink side for the entire session. During this time, monitors should not go onto the ice to practice or coach. This ensures skaters and coaches have someone to play music as well as handle unexpected issues should they arise. Ice monitors will forfeit the hour if this occurs. Following the completion of your ice monitoring session, send your reply email for session attendance. If you are monitoring the last session for the day, ensure the iPad is returned to charge and securely stowed in the safe.

## Testing

The United States Figure Skating Association (USFSA) specifies a testing system that qualifies skaters to compete at various levels. A skater must be a member of the Greater Green Bay Figure Skating Club or other USFSA club in order to take these tests. Tests are a requirement for competition; skaters pass certain tests to be eligible for particular events. However, the testing system may also be used by skaters who do not compete, as a means of measuring personal progress. The tests consist of required elements that a skater must perform before a panel of judges. Judges mark each test as either "pass" or "retry." For a test to pass, the single lower-test judge, or two judges out of the panel of three, must mark the test as passing. If the majority of the judges mark the test as a retry, the skater may take the test again after twenty-seven days. In testing, skaters' skills are judged against a clearly outlined standard, rather than against the performance of other skaters.

A skater's coach will suggest when the skater is ready to test and will give him or her an application form. The final decision about a test is ultimately made by the coach, skater, and parent together. However, your coach will know best about the expectations of the judges and the likely outcome of your test.

The application form must be completed and returned with the appropriate fees to the test chair by the required deadline. The following is a brief summary of testing information; however, the USFSA rulebook (updated annually) should be consulted for the most accurate and current information on tests. Skaters must be in "good standing" in order to test, which includes being up to date in ice payments and service hours.

## Test Categories

**Moves in the field** - Requires footwork in patterns around the ice surface that involve turns and edges used in figures, freestyle, pairs, and ice dance. These tests are performed in silence, rather than music. The first level, the pre-preliminary test, is followed by preliminary, pre-juvenile, juvenile, intermediate, novice, junior, and senior/gold for a total of eight different test levels. Each test has several required moves in the field patterns that focus on power, edge quality, quickness, and/or extension. Once all patterns are performed, the judges may ask a skater to perform one of the patterns a second time (that is, if an error was made, but the remainder of the test was passed).

**Freestyle** - Elements such as jumps, spins, footwork, and connecting steps including moves in the field are required for freestyle tests. No music is used for the pre preliminary level. Programs choreographed to music with specified elements are required for the preliminary through senior tests. In order to qualify to take a freestyle test, the skater must first pass the moves in the field tests at the corresponding level. A skater may be asked to demonstrate competency in up to two missed elements at the completion of a freestyle program. This decision will be made by the judge(s) only if the remainder of the test is passing.

**Pairs** - Pair skaters are judged for degree of unison as well as for completion of skating elements. Pair test levels are preliminary, juvenile, intermediate, novice, junior, and senior/gold. All tests are performed to music, except the preliminary test, for which music is optional.

**Ice dancing** - The interpretation of flowing steps to music with a focus on rhythm, expression, and technique. Compulsory dances involve a specified pattern performed to pre-selected music, and free dance requires individualized choreography of specified elements to music chosen by the skater. The dances can be taken either standard (with a partner) or solo-track (without a partner). The testing levels are preliminary, pre bronze, bronze, pre-silver, silver, pre-gold, gold, and international.

Each USFSA ice dance level consists of three to four compulsory dances. The entire group of dances in a level must be passed before testing a dance at a higher level. Dances in each level are listed below. Patterns for these dances are provided in the USFSA rulebook.

Preliminary (Dutch Waltz, Canasta Tango, Rhythm Blues)

Pre-bronze (Swing, Cha Cha, Fiesta Tango)

Bronze (Hickory Hoedown, Willow Waltz, Ten Fox)

Pre-silver (Fourteen step, European Waltz, Foxtrot)

Silver (American Waltz, Tango, Rocker Foxtrot)

Pre-gold (Kilian, Blues, Paso Doble, Starlight Waltz)

Gold (Viennese Waltz, Westminster Waltz, Quickstep, Argentine Tango)

International (Austrian waltz, Cha Cha Congelado, Golden Waltz, Midnight

Blues, Rhumba, Silver Samba, Tango Romantica, Yankee Polka)

**Adult skating** - Tests are available for adult skaters (those aged 21 or older) in all disciplines mentioned above; moves in the field, free skating, pairs, and dance. Levels for adult moves



in the field and free skating are adult pre-bronze, adult bronze, adult silver, and adult gold. Adult pair test levels are adult bronze, adult silver, and adult gold. For dance, adult skaters test the same dances and levels as the standard track skaters, but adult and masters dance tests need only be skated with a partner, not solo.

## Competitions

As a member of the GGBFSC, you will be able to participate in many kinds of skating competitions. Competitions sanctioned by U.S. Figure Skating are held throughout the year in rinks across the country, with events in freestyle, pairs, ice dancing, synchronized team skating, and artistic. Skaters may elect to participate in any or all types of events.

Competition allows a skater to perform in appropriate groups according to age and skating level before a panel of judges. Individual skaters within the groups are then placed in a numerical placement order as the judges' results indicate. Usually the top 3 to 5 skaters in each group will receive medals or awards. Skaters may also compete in different events if available, such as spins, free skate, compulsory, moves-in-the-field, dance, artistic, etc.

GGBFSC sponsors its own annual competition, Skate Green Bay, in March. One of the unique aspects of our competition is an event called the artistic recall in which skaters are judged on strictly aesthetic appeal by a panel of judges from the art, music, and entertainment community.

## Qualifications

It's important to keep your GGBFSC membership up to date, because in order to enter any USFSA-sanctioned competition, you must be a member of the USFSA in good standing and have the permission of your home club. Every competition entry form must be signed by a club officer to confirm that you are a member in good standing. Being in "good standing" includes being up to date in ice payments and service hours. (Competition applications can be obtained from the skating coaches or at the club bulletin board at the rink.) There are also age and test qualifications for some events. Discuss these requirements with your coach, or consult the competition entry form and USFSA rulebook.

## Types of Competitive Events

**Freestyle and pairs:** Competitions with freestyle and pair events are most familiar to the general public, because these types of skating are featured prominently on TV. Freestyle skating consists of jumps, spins, and footwork, as well as other athletic and artistic movements skated to music. Skaters can compete in the well balanced free skate or test track free skate. Your coach can explain the difference and what is right for your skater.

Pairs, in which two skaters work together, adds elements such as lifts, assisted jumps, and skating in unison.

A new skater normally starts competing at a basic skills competition or non-qualifying competition. Levels for these events normally start at limited beginner or beginner all the way through senior by progressing through subsequent levels by mastering new elements and passing skating tests. Adult levels are also available. Skaters can participate in events

called non-qualifying competitions, as well as qualifying competitions that ultimately lead to the national championships.

**Compulsory:** This is a prescribed and formatted style of footwork with emphasis on edges, power, posture, and speed. The levels normally range from beginner – juvenile.

**Solo dance:** Skaters compete in dances without a partner.

**Showcase:** Showcase freestyle skaters are normally judged on composition and presentation. Often time's costumes are worn. Artistic feeling and presentation are stressed more than the technical difficulty in these events. Competitions often offer two kinds of artistic. Entertainment artistic generally evokes a funny, humorous or lively response. Dramatic artistic events are considered to be of a more elegant, serious nature.

**Ice dancing:** Ice dancing is included in all qualifying competitions. There are also non qualifying competitions throughout the year that offer ice dance events, as well as competitions that are exclusively for ice dancing.

**Synchronized team skating:** Synchronized team skating is a fast-paced, high-speed sport that requires intricate footwork, as well as the reliance on all members of the team to produce, in unison, a cohesive, beautifully orchestrated, yet complex program. Non Qualifying synchronized team skating competitions may be held at any time of the year. For qualifying competitions teams first compete at one of three sectional championships, and top finishers at sectionals move on to the national synchronized team skating championships. Similar to the other types of skating, there are several levels in synchronized skating that are based on age and skating ability. Currently, GGBFSC has three competitive teams called Kicks.

## Code of Conduct

### Philosophy Statement

We believe that skating competition and training should demonstrate high standards of ethics and sportsmanship and should promote development of good character as well as other important life skills. Participants will be expected to be committed to six principles. These include trustworthiness, respect, responsibility, fairness, caring and good citizenship. The "six pillars of character". This code will apply to all skaters, coaches and parents involved in our sport.

### Purpose Statement

The first purpose of the GGBFSC Code of Conduct is to establish clear and consistent behavioral expectations for its members. The second purpose of the code is to inform members of the consequences that will occur for rules violations.

### Behavioral Expectations

GGBFSC members are expected to act in a manner that positively represents themselves, their team, the club and their community. Conduct unbecoming of members will not be

tolerated and any violation of the Code of Conduct may result in suspension of skating privileges. The severity of the infraction will determine the extent of the consequences.

It is against the code of conduct to recruit GGBFSC members for non-GGBFSC organizations on club premises or at club events. Club premises are defined as on the rink premise, including inside the rink and parking lots. Club events are defined as any event hosted or sanctioned by the GGBFSC or its affiliated programs, KICKS and LTS.

## Specific Classes of Infractions

### **Class I**

- 1.) Flagrant Misbehavior
- 2.) Conduct contrary to the ideals, principles and standards of our club (including chewing gum, littering, spitting)

### **Class II**

- 1.) Disrespectful Attitude toward any coach, peer, official, parent or rink attendant
- 2.) Abusive or foul language, or any gesture of profanity
- 3.) Displaying or promoting unsafe actions on the ice, locker room or rink facility
- 4.) Destruction or defacement of property (including the ice surface)

### **Class III**

- 1.) Stealing of any item or property
- 2.) Threatening or harassing of other skaters or person including via social media or as cyberbullying
- 3.) Intentional physical contact which would be considered aggressive in nature

## Consequences for Infractions

### **Class I**

- 1<sup>st</sup> offense – Verbal warning  
2<sup>nd</sup> offense – Verbal warning with warning of upgrade upon next offense  
3<sup>rd</sup> offense – Upgrade to Class II – 1<sup>st</sup> offense

### **Class II**

- 1<sup>st</sup> offense – Removal from ice for 2 skating sessions (the ones usually skated by the individual)  
Written apology to the offended party  
Letter or reprimand, warning of status upgrade upon next offense  
2<sup>nd</sup> offense – Upgrade to Class III – Meeting of all parties concerned for disposition

### **Class III**

A class III infraction will involve a meeting of the board, skater and parents (if skater is a minor). Consequences may include any or all of the following.

- 1<sup>st</sup> offense – Removal from ice for 14 calendar days  
Written letter of apology to person before return  
30 calendar days suspension from club sponsored performances  
Upon return to ice, parents must accompany skater to the rink for the next 30

calendar days  
2<sup>nd</sup> offense – Permanent club suspension and recommend suspension from the rink  
Notification of conduct violation and suspension sent to USFSA

## Appeals

An appeal must be submitted to the board no less than seven days after notification of suspension, signed by the skater and parent (if the skater is a minor). All disciplinary and appeal processes will be guided by the Club bylaws.

Remember it is a privilege to be a member of our club , and our family of skaters, coaches, and supporters are passionately dedicated to figure skating as an enrichment opportunity for our members and our community. We rely on you to deliver that mission, with attitude as a motivating source of support, behavior as a model of kindness and respect, and actions conceived in good will and that are guided by integrity. Thank you for making us the Greater Green Bay Figure Skating Club.