

Coronado High School



Sailing Team

Coronado High School Sailing Team Handbook (Revised July 2016)

The Coronado High School Sailing Team (CHSST) is a club sport operating under the rules of the Interscholastic Sailing Association (ISSA) and the Pacific Coast Interscholastic Sailing Association (PCISA). ISSA encompasses approximately 370 high school teams nationally, of which approximately 100 teams are from California and Hawaii. Southern California has some of the most competitive sailing schools in the country. ISSA is comprised of seven districts across the country and provides rules, organization, and stewardship. There are three National Championships:

1. Cressy Trophy: Single-handed Laser
2. Baker Trophy: Team racing
3. Mallory Trophy: Fleet racing

TEAM HISTORY

Coronado's impressive history includes:

- First Place All Girls National Invitational; Fall 2014
- Third Place Silver PCCs; 2014
- Sixth Place PCC; 2013
- Second Place Nationals; 2011
- Third Place PCC; 2011
- First Place PCC; 2009, 2010
- Awarded Roy E. Disney Trophy (Best Pacific Coast Team); 2001, 2002
- First team to win three National Championships in one school year; 2000-2001

MISSION

To promote competitive sailing and establish a team environment among sailors and parents that represents the ideals and educational goals of Coronado High School.

ELIGIBILITY AND TRYOUTS

Coronado High School students are eligible to tryout for the team. The Coach will select team members through try-outs with preference given to returning team members. Team size is limited to 24 sailors. A JV developmental team may be formed if more than 24 sailors try out. If space is available, eighth grade students and possibly students from other schools may participate on a limited basis in practices and practice regattas. All sailors must agree to abide by and sign the Code of Conduct and Rules. Parents must sign a consent form, waiver of liability, and a medical

release and co-sign their child's Code of Conduct and Rules. (These need to be reviewed to include CIF Code of Ethics for Student-Athlete, Parent/Guardian/Caregiver, Coach, Contest Official as provided by the athletic director)

PARTICIPATION & ATTENDANCE

CHSST trains most Tuesdays at 2:45-5:30 and Thursdays at 3:00-5:30 at Coronado Yacht Club. Sailors are expected to attend every practice, team meetings, and participate in regattas for which they are selected. Sailors participating in other sports may only do so with the coach's approval. All sailors must contact the coach if they will not be attending practice. Sailors have the opportunity to earn CHS Varsity and Junior Varsity letters.

More than two unexcused absences and/or excessive tardiness will affect eligibility for participation in regattas, receipt of letter, and credit for P.E. Attendance will be taken within the first 15 minutes of practice of those sailors rigged and ready to sail.

EQUIPMENT

The CHSST maintains a fleet of FJ's for sailors to use. Fleet maintenance and replacement are completed on an annual and as needed basis. Sailors will wear a Coast Guard approved life jacket and have a whistle when on the water [e.g., sailing, in the coach boat]. The team sails year round in unpredictable conditions, and sailors will need boots, gloves, and foul weather gear. Sailors must have a school ID to participate in a regatta.

Jill Powell will act as the Travel Coordinator:

1. The CHSST board is the principal conduit for communication with and between the school, coaches, and parents.
2. As SoCal and PCISA regattas require single registration for a high school team, Jill will be responsible for team registration at all SoCal and PCISA regattas. Chaperones and individual parents are not responsible for registration. The website for registering and containing regatta NOR's (Notice of Race) is: <http://pcisa.hssailing.org>
3. Travel coordinator will coordinates chaperones and towing for regattas. CHSST generally requires one on-site chaperone for local regattas and 2 chaperones for travel regattas.
4. Travel coordinator will coordinate team travel for away regattas (to include, as appropriate, personnel transport, towing, transport to/from airports, hotels, berthing arrangements, and emergency forms/information). As early as possible, planning information will be communicated to the designated chaperones.
5. Travel coordinator will send out information to all regatta participants 1 week prior to each regatta containing, at a minimum: chaperone contact information, and travel and hotel information. Travel coordinator will often update this information 2 – 3 days before the event. Upon check in, rooms will be assigned and sailors should notify parents. Chaperones should create a list of room assignments upon check in.

CHSST Board Responsibilities

1. The CHSST Board will meet bi-monthly and parents are welcome to attend. Following regattas, a brief regatta summary will be prepared by a chosen sailor and forwarded to the coaches, Board, and CHS Athletic Director. The summary should include regatta highlights, results, and a photo. The coach, as appropriate, should forward this to the local media.
2. At the beginning of the season, in coordination of the board and coach, the board will submit the try-out dates, practice dates, regatta schedule, and board meeting dates to the CHS Athletic Director, sailing team adviser, Coronado Yacht Club, and team members. The regatta schedule can be found on the PCISA website.
3. At the beginning of the season the board and coach will host a team meeting wherein Team expectations are reviewed, PCISA rules and handbook is distributed to all athletes and parents, the CHSST coach is identified and CHSST Board members are introduced, All parents will have the opportunity to chaperone if interested, let Jill know if you would like to chaperon.
4. The board will work with CYC to post appropriate information on the club's junior program website and update it as needed.

COACHING RESPONSIBILITIES

1. At the beginning of the season, in coordination with board, the coach will submit the try-out dates, practice dates, regatta schedule, and board meeting dates to the CHS Athletic Director, sailing team adviser, team members. The regatta schedule can be found on the PCISA website.
2. At the beginning of the season, in coordination with the Board, the coach will host a team meeting wherein Team expectations are reviewed, paperwork is handed out, PCISA rules and handbook is distributed to all athletes and parents, and CHSST Board members are introduced.
3. Attend all practices on time. Stay on site until all sailors have left the premises. Take attendance and maintain attendance records.
4. Coach Regatta Responsibilities, include:
 - a. Determination of who will sail at the regatta. Athletes must respond within 24 hours of the invitation to race.
Inspecting trailers, boats, and trailers for sea- and road-worthiness, notifying board of any work needed.
 - b. Safely loading, unloading, and tying down of boats and equipment; assisting towing parents with trailer and trailer towing procedures, and assisting with all trailer hook ups.
(VERY IMPORTANT) Coach will help load and unload boats but it is up to the tower to have the full understanding what he or she is doing when towing.
 - c. Ensuring team tool kits, spare parts, extra lines, and tie downs are packed.
 - d. Meeting with the team and reviewing expectations for sailors before regattas.

- e. Holding a team meeting at the end of each day of sailing during a regatta.
- f. Ensuring the Team Captain or *chosen sailor* \ prepares and submits the regatta summary per above.
- g. Being available for all SoCal, 10% Regattas, and PCCs.
- h. Being at the regatta site with sailors during all competition.

CHAPERONE DUTIES

1. Fully understand your responsibilities.
2. Hotel Accommodations: Travel coordinator will book hotel reservations and pass information on to chaperones.
3. Escort and transportation of athletes to the regatta. We fly to regattas in Monterey and San Francisco and drive to regattas in Southern California. Championships alternate between southern and northern California. If competing in Northern California, the team will fly. Travel coordinator will organize travel and then shares flight information with the chaperones, athletes, and parents of sailors attending regatta. Airline tickets will be purchased directly by sailor once flights have been chosen by the coach and travel coordinator.
4. TOWING: Inspect trailers, boats, and trailers for sea- and road-worthiness, notifying board of any work needed. (VERY IMPORTANT) Coach will help load and unload boats but it is up to the tower to have the full understanding what he or she is doing when towing.
5. Rental car. Travel coordinator will reserve rental cars if required to transport sailors to/from the airport/hotel/venue.
6. Supervision at the regatta. The sailors must abide by all curfew and travel rules. In the event of an infraction, the chaperone shall immediately notify the coach. The CHSST Board will notify parents, CHS, and PCISA as appropriate.
7. Each chaperone will be responsible to have copies of emergency medical releases, contact phone numbers for coaches, chaperones, and parents for each regatta and responsible to return back to the travel coordinator after the regatta. Sailors will also be provided a list of chaperone cell phone numbers.
8. Chaperones, upon check in, will assign rooms, and create a list of room assignments. Each chaperone should take it upon him/herself to know the room assignment of each sailor.
9. At the end of the regatta, the chaperone shall tally his/her expenses (hotel, rental car, air travel). Chaperone and coach expenses will be collectively submitted by the chaperone to the Treasurer / CHSST Board with in 5 days for tallying and equitable sharing among all athletes who attended the regatta. Reimbursement is due within 5 working days.
10. Parents who wish to attend the regatta as spectators are always welcome. However, the athlete will still stay with the team, and equally share all expenses.

TEAM TRAVEL POLICIES

1. TEAM

1. Sailors must travel, lodge, and dine with their team. All team expenses will be shared equally among the athletes who attend the event. Expenses include, but are not limited to: team travel and lodging; chaperone lodging and travel; team snacks; towing; rental car and gas; coaching expenses: flights, car, gas, and coaching; and regatta fees. Reimbursement is per above.
2. All sailors will attend award ceremonies unless released by the coach.
3. Sailors will wear team shirts when traveling to and from regattas and for all award ceremonies.
4. The CHSST pinnie will be worn on the water during regattas and are provided by the team. Pinnies should be collected and returned at end of regatta or the practice following the regatta.
5. All sailors will assist with the rigging/de-rigging of boats and loading/unloading of trailers.

2. CURFEW AND HOTEL EXPECTATIONS

1. Sailors are expected to be in their rooms by 10:00PM.
2. Sailors are not to leave the hotel for any reason unless chaperoned by designated team chaperones for meals or other valid reasons. Sailors must use the buddy system in the hotel. (no one is alone at anytime when walking through the hotel)
3. Violation of CHSST rules puts everyone at risk. Sailors will not tolerate misbehavior by their peers. In the event a sailor violates CHSST rules, his or her behavior should be immediately reported to a chaperone. Chaperone will then report to the coach to take care of it

3. CONDUCT PCISA RULES

No competitor shall use, either on or off the water, marijuana or any other controlled substance, as defined in 21 U.S. Code 802, the possession of which is unlawful under U.S. Code 841, or alcoholic beverages (distilled spirits, wine, and beer, each as defined in Chapter 51 of the U.S. Internal Revenue Code and intended for beverage use). An alleged breach of this procedural rule shall not be grounds for a protest. However, when a report is received from any source alleging such a breach a protest committee consisting of the regatta chairperson, a member of the ISSA Board of Directors, and the chairperson of the protest committee, shall follow the process described in RRS 69.1. If a hearing under RRS 69.1 is held, a competitor found to have breached this procedural rule shall be excluded from the remaining races of the series and, where practical, be removed from the regatta venues and sent home. Additional penalties consistent with RRS 69.1(b) may be imposed on the competitor or the competitor's team. This regulation is in effect during the entire event from the date and time of arrival through the date and time of departure from the regatta site.

CHSST BOARD

1. The CHSST Board shall be constituted of 7 board positions: President, Vice President, Secretary, Treasurer, Fundraising, Equipment Maintenance, Travel coordinator and Apparel.

2. A minimum of _____ board members must attend the board meetings and must vote to pass anything for the team

Current 2015-16 CHSST Board:

President: Trish Eaton, 619-246-3048, teaton@san.rr.com

Vice Pres: Paige Shuman 619-519-2255 paige@chapkolaw.com

Treasurer: Kim Austin, 619-435-8998, ka_cpa@pacbell.net

All three share in all the duties

Bills, QuickBooks, manage the money for the team; manage the coach, insurance, boats, sails, trailer, all commination with PCISA, School, Coronado Yacht Club and Junior Program and much more....

Secretary: Sarah Roughneen, 401-862-2622, sarah.roughneen@gmail.com

Takes minutes at the meetings and report those minutes to all board members.

Travel Coordinator/ Fundraising: Jill Powell, 619-994-1687, jillpowell619@gmail.com

Schedules and organizes fundraiser Dinner and plans all Team Travel

Maintenance: James Richmond, esninc@msn.com

Evaluates with the coach, and arranges repairs for team equipment at the approval of board.

1. Report to Sarah Yakutis, CHS Faculty Advisor

Openings: When a board position opens the current board will notify the team and open up for nominations. If necessary, elections will take place at the following board meeting. Current board members will vote.

2. Meetings will generally be scheduled bi-monthly. (Dates will be sent out by email to all CHSST members)

3. Minutes to be provided upon request.

ADDITIONAL INFORMATION

ISSSA: Interscholastic Sailing Association

<http://www.highschoolsailinguse.org/>

www.highschoolsailinguse.org

PCISA Pacific Interscholastic Sailing Association

<http://www.pcisa.org/>

www.pcisa.org

CYC Coronado Yacht Club Junior Program

<http://www.juniors.coronadoyc.org/>

www.juniors.coronadoyc.org

SDYC San Diego Yacht Club Calendar

<http://www.sdyc.org/>

www.sdyc.org

1.

CHSST 2016-17

CHSST COACH: Kate Sheahan, catherinesheahan@gmail.com, 619-991-0776

CHSST COACH: Bryan Lake, bryanlake808@gmail.com,

CHS Sailing Advisor: Kevin Nicolls, 619-437-7250, Kevin.nicholls@coronadousd.net

President: Trish Eaton, 619-246-3048, teaton@san.rr.com

Vice Pres: Paige Shuman, 619-519-2255, paige@chapkolaw.com

Treasurer: Kim Austin, 619-435-8998, ka_cpa@pacbell.net

Secretary: Sarah Roughneen, 401-862-2622, sarah.roughneen@gmail.com

Communication/Fundraising: Anne Prices 602-330-6495 ann@prworksonline.com

Travel Coordinator/ Dinner Fundraisers: Jill Powell, 619-994-1687, jillpowell@san.rr.com

Maintenance: James Richmond, 303-517-8640, esninc@msn.com