

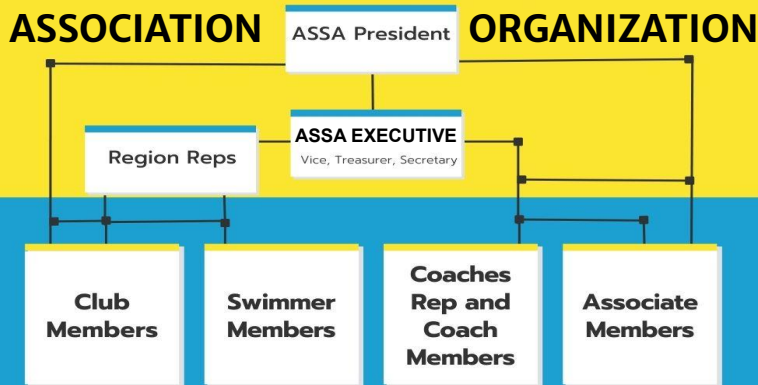
WELCOME

2024 February FLUTTERBOARD

Welcome to the first FLUTTERBOARD Newsletter of 2024! The FLUTTERBOARD will be distributed monthly until the end of our season. Please encourage all ASSA members to sign-up. The Alberta Summer Swimming Association is excited to start the season off smoothly. Please be sure to read through each page carefully and relay information accordingly.

We have been working hard to support our growing organization. Most recently, we developed and adopted a *Brand Usage Policy* to ensure the integrity of our association. You will also notice new email addresses to assist us in our organizations transparency and continuity moving forward.

The ASSA Executive Board values our working relationship with Swim Alberta. However, we would like to stress that this does not mean that ASSA clubs, swimmers, parents, representatives and members can just reach out and contact Swim Alberta. The ASSA has an organizational plan that must be followed to ensure official procedures are adhered to.



2024 ASSA BOARD OF DIRECTORS

EXECUTIVE

Lynnette Thoresen - President
president@assa.ca

Heather Rasmuson - Vice President/Region C
vicepresident@assa.ca & regionc@assa.ca

Suzanne Merrills - Secretary/Region B
secretary@assa.ca & regionb@assa.ca

Marni Woykin - Treasurer
treasurer@assa.ca

REGION REPRESENTATIVES

Janice Luken - Region A - regiona@assa.ca

Meghan Monette - Region A - regiona@assa.ca

Krista Castagna - Region C - regionc@assa.ca

Lisa Driesen - Region D - regiond@assa.ca

Darla Wright - Region D - regiond@assa.ca

Lisa Preston - Region E - regione@assa.ca

Erin Flory - Region E - regione@assa.ca

John Dozeman - Region F - regionf@assa.ca

Glen Mori - Region F - regionf@assa.ca

Jana Gau - Coaches' Rep - assacoachesrep@assa.ca

Sports Integrity - sportsintegrity@assa.ca

info@assa.ca

CLUB PRESIDENTS' LANE

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2024 ASSA FEES:

Club \$80
Swimmer \$54.50
Coach: \$135

The 2024 ASSA Meet Schedule has been set. Any changes to dates or hosting must be approved by contacting the ASSA.

Please review the **Swim Alberta Code of Conduct** with all of your members.

AFFILIATION

The 2024 Club Affiliation Packages will be arriving mid-February. Clubs are encouraged to gather the following as it is required to affiliate with the ASSA and Swim Alberta:

- Current Club By-Laws - Stamped by Corporate Registries - when the club makes changes
- Financial Statements - Audited and/or Signed as presented to your membership
 - Annual Requirement
- Copy of Proof of Filing with Societies
 - Annual Requirement
- Annual General Meeting Minutes
 - Annual Requirement

Swim Alberta is now hiring a summer student for the period of May 1 to August 31.

The job will be based out of the Swim Alberta office in Edmonton, Alberta.

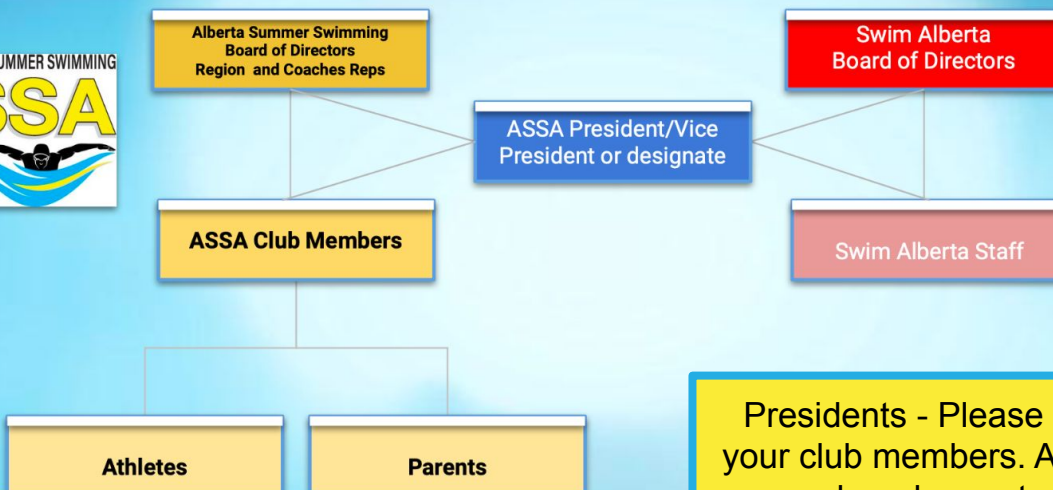
The application deadline is March 3, 2024.

Please forward the job description link to any students you feel may be interested.

<https://swimalberta.ca/summer-student-opportunity-now-accepting-applications/>



Communication Flow Chart



Presidents - Please share this with all of your club members. At no time should your members be contacting Swim Alberta!

We ask all members to respect the proper path of communications

CLUB TIMELINE

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GENERAL TIMELINE FOR ASSA CLUBS

January

- Coach Requirement
 - Ads can be placed in CSCA and submitted to the ASSA for distribution on social media platforms
- Encourage all incoming club officers and new members to attend the AGM
- Confirm lane allocation with your facility
- Update any club rules/regulations or policies and ensure they align with ASSA
- For 2024 Affiliation, the board approved and dated the following 5 key policies:
 - Safe Sporting Environment Policy
 - Equity, Inclusion, and Universal Access Policy
 - Code of Conduct and Ethics Policy
 - Discipline and Complaints Policy
 - Recruitment and Screening Policies for staff/coaches, and volunteers

February

- Complete the online affiliation and provide the required documents, set AGM and registration dates
- Finalize the club budget for the coming year
- Update TeamUnify or club software program
- Work with the club secretary to complete the Annual Report and audited financials required for the AGM
- Send out AGM documents 21 days prior in your meeting notice

March

- Club swimmer registration begins
- Confer with the outgoing president to ensure a smooth transition
- Arrange for a joint meeting of the incoming and outgoing boards to ensure continuity
- Make yourself aware and communicate to members any ASSA changes
- Attend Regional ASSA spring meeting
- Develop coaches contract
- Inventory equipment and order anything that is needed
- List swim meet in the National Registry System (RTR)
- Begin entering swimmers and coaches into the National Registration System (RTR)
- Complete all new RTR training

April

- Finalize coaching staff
- Make sure coaches complete their compliance requirements
- Meet with the coaching staff to set common goals for the season
- Ensure that training for officials courses is available for club members
- Set practice schedule

May

- Encourage members to attend district meetings, and promote ASSA Regional and Provincial Championships

June

- Conduct any day-to-day business arising from club matters
- Hold a meeting of the board (if necessary)

July

- Attend region meeting (should one be scheduled)
- Encourage members to attend district meetings, and promote ASSA Regional and Provincial Championships

August

- Attend region meeting to confirm next season meet date and receive important information from the ASSA

September

- Order any new equipment and contact swimsuit companies to place an order for the following year

* Depending on when the club's year-end is filed your society return with Corporate Registry Alberta for provincial nonprofits*

NEW RTR LANE

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We are excited to announce that the Alberta Summer Swimming Association will be the first organization to test the new registration system for Swimming Canada! This means we have the chance to not only provide input but also be acknowledged as a valuable partner on a national level. The RTR system promises improved efficiency and collaboration within the swimming community. Please register for an OPEN WATERS Q&A SESSION now!

What is the Open Waters Q&A Session?

It is an opportunity to ask questions and gather information on our new registration system.

Why should I attend?

The new registration system is what ASSA will be using this season.

Who should be attending?

All club presidents, vice-presidents, registrars, coaches, administration, etc.

When is this being offered?

The Open Waters Q&A Session is being offered at the following times:

February 13, 2024 6:00pm to 7:00pm EST (Note: Eastern Time)

February 13, 2024 11:00am to 12:00pm EST (Note: Eastern Time)

February 14, 2024 11:00am to 12:00pm EST (Note: Eastern Time)

Where do I sign-up?

You can sign-up through the new Swimming Canada Registration System Portal at

<https://www.swimming.ca/en/registration-system-portal/>

What if I can't make it?

Be sure to watch for your specific position training sessions. The Swimming Canada National Training Plan is below. All positions including meet managers, club presidents, vice-presidents, registrars, coaches, administration are currently set to be trained in the next month or so. Specific dates and times TBA.



Our New Registration System

NATIONAL TRAINING PLAN

- ★ MILESTONE
- TRAINING SESSION
- OPEN Q&A
- SUPPORT



Swimming Canada Registration System Portal

<https://www.swimming.ca/en/registration-system-portal/>

This portal will serve as your main resource to stay updated on the progress of the project, get answers to all your questions, share thoughts, provide direct feedback, and so much more.

Welcome to the Parents' Lane!

Yes parents, in swimming you become the officials! It takes a minimum of 35 officials/volunteers on deck to run a swim meet. If you are new to the sport of swimming, please plan to attend an officials' training session through your club or region. If you are a returning official, please consider taking a step-up in your training!

For those that are unfortunately unable to attend their club's or region's scheduled training sessions, some courses will be available through the Swimming Canada online e-learning system.

MEET MANAGERS

Please keep an eye open for the upcoming new RTR training sessions. Meet Manager training is currently scheduled to take place at the end of February.

Friendly reminder that all ASSA competitions must follow the national process. Infraction reports should no longer be on the clipboards at meets. Officials must come up and speak to the referee regarding possible disqualifications.

When running your meet, please ensure you are using the latest ASSA forms.

SWIMMING CANADA - OFFICIALS EDUCATION

OFFICIALS NEED TO BE REGISTERED AS AN OFFICIAL IN THE SWIMMING CANADA ONLINE REGISTRATION SYSTEM IN ORDER TO ACCESS THE SWIMMING CANADA E-LEARNING SYSTEM

New Official: If you are a new official, please contact your club so that they can create an Officials account in the Swimming Canada online registration system. Once you have been added to the Swimming Canada online registration system, you will receive an email with your username and password. This username and password allows you to access both the Swimming Canada online registration system and the Learning Management System.

Registered Officials: If you are currently registered as an active official for the 2023-2024 season, please log in to the eLearning system using your Swimming Canada online registration system username and password. If you were registered for the 2022-2023 season and your account has not been activated for the 2023-2024 season, please contact your Club Officials Administrator or Provincial Officials Administrator in order to activate your account.

COACHES' LANE

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Hello. My name is Jana Gau and I will be your coaches' representative for the 2024 swim season! I am the Head Coach for the Camrose Sea Serpents and I am excited to assist you throughout this swim season.

My aim is to inspire you to embrace new challenges and explore additional opportunities. These endeavors will not only enhance your coaching skills but also benefit the progress of your swimmers.

In the upcoming season, the ASSA is pleased to present a series of compelling Professional Development opportunities designed for coaches to utilize throughout the season. Our inaugural webinar, featuring a mental performance consultant, is scheduled for April 30. The webinar will take place from 12:00 pm to 1:00 pm and will be repeated from 6:00 pm to 7:00 pm. We encourage coaches to seize this valuable chance for growth and learning and also earn PD points. More details will follow in the coming months.

Furthermore, we are establishing a Coaches' Forum on Facebook. This platform is designed to facilitate professional communication among coaches. Through this forum, coaches can engage in:

- inquiry and discussion
- exchange of drill and practice advice
- establishment of connections and relationships among coaches, teams, and regions.

To join this forum please search *ASSA Coaches Forum* on Facebook or use the link provided:

<https://www.facebook.com/groups/749429800431422>

For those seeking coaching positions during the summer, we recommend exploring opportunities on the CSCA job board at <https://www.csc.org/jobboard.aspx> or visiting the Alberta Summer Swimming Facebook page at

<https://www.facebook.com/share/18cmE1YQMqM9k8t7/?mibextid=WC7FNe>.

A friendly reminder - the coach compliance deadline is June 1, 2024. Your timely attention to this matter ensures a seamless and compliant engagement throughout the season. I am looking forward to a successful and collaborative swim season ahead. If you have any further questions or require assistance, feel free to reach out.

Jana Gau

assacoachesrep@assa.ca

NCCP COACHING COURSES

NCCP 101 and Community Coach courses provide insights, practical knowledge and a supportive community for both novice and experienced coaches to enhance their coaching skills and make a lasting impact on athletes.

Community Coach (weeknights) 4-8pm

April 9 & 11
April 16 & 17
April 23 & 24
May 7 & 8
May 21 & 22
May 28 & 29

SWIMMING 101

February 9-11
March 15-17
March 25-27
April 12-14
April 26-28
May 24-26

Registration for Community Coach courses will open once the new precourse e-learning is accessible. Candidates must complete the e-learning component before receiving credit for the entire course. The expected launch is in early March with the possibility of an additional date later in March. Due to Olympic Trials and training camps, the maximum courses will be offered. Candidates are advised to register early as no further courses will be offered before affiliation.

I CAN SWIM



The ASSA encourages participation in the following Swim Alberta program.
Please watch for upcoming dates for training as some Regions are organizing sessions!



Swim Alberta has developed a competitive swim skills program for pre-competitive and early-stage competitive swimmers which we have branded "I Can Swim".



Benefits to Swimmers

- Learn the stroke fundamentals with a focus on pre-competitive skills in a safe environment
- Receive instruction from a NCCP certified teacher
- Receive immediate rewards for accomplishing key skills



Benefits to Clubs

- Develop a larger base of swimmers with skills ready to enter the competitive program
- Boost annual recruiting through a stronger pre-competitive base
- Improve consistency of instruction of the pre-competitive program
- NCCP certification for Swim Teachers is easily maintained, additional certification is not required
- Access to online program materials and resources
- Flexible options for program delivery



Why I Can Swim?

- NCCP Certification for Swim Teachers
- Focus on teaching pre-competitive skills in a safe environment
- Program access limited to Swim Alberta clubs



Swim Alberta Support

- Delivery of Teacher Training, Tracking of Certification and Club Support
- Sharing of Online Resources and Regular Program updates
- Provides Program Awards and Materials

REGIONAL PROFILE LANE

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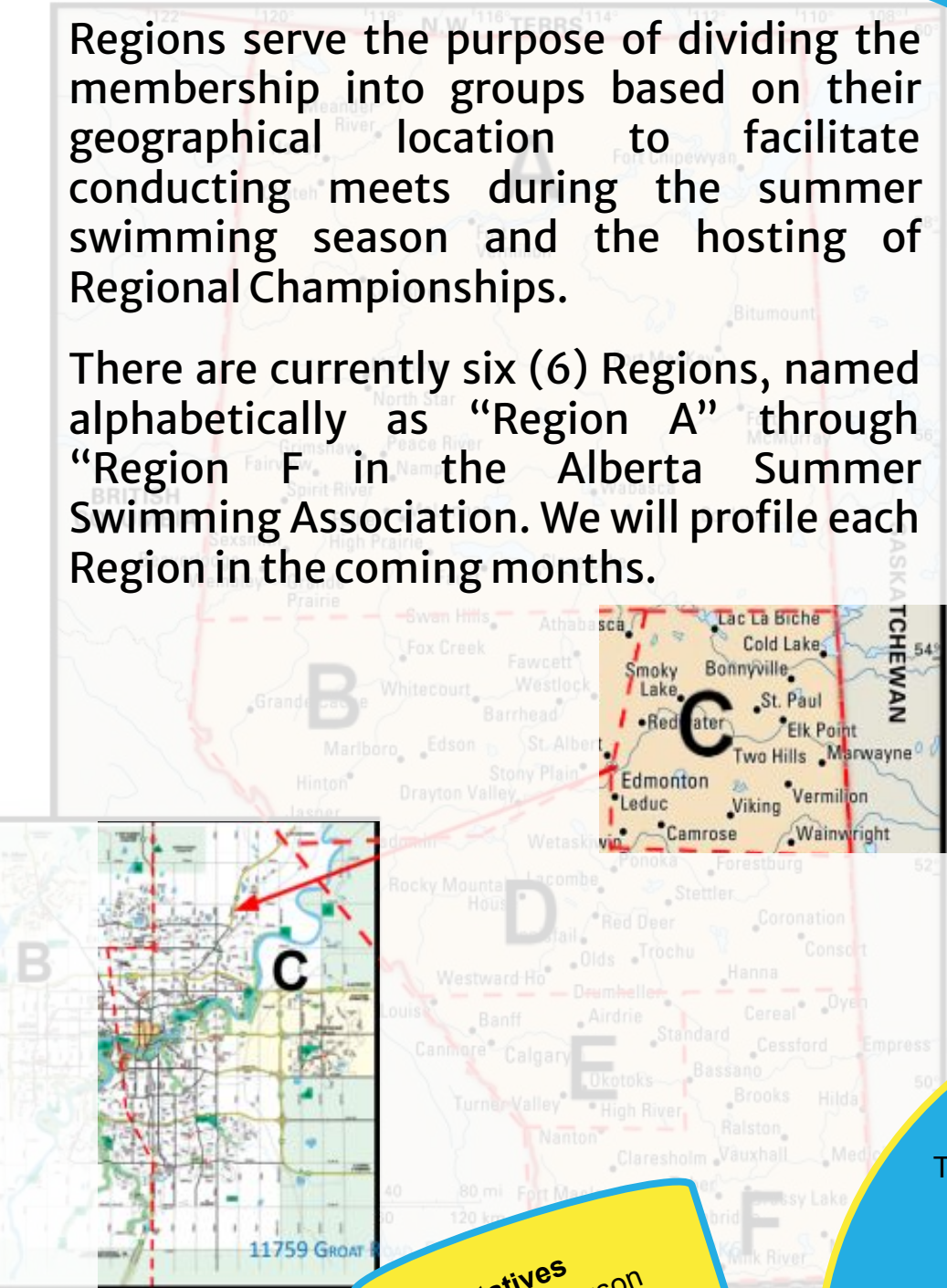
REGION C

10 clubs call Region C home.
In 2023, they had
672 swimmers!

Regions serve the purpose of dividing the membership into groups based on their geographical location to facilitate conducting meets during the summer swimming season and the hosting of Regional Championships.

There are currently six (6) Regions, named alphabetically as “Region A” through “Region F” in the Alberta Summer Swimming Association. We will profile each Region in the coming months.

- ### 2024 Region C Meet Schedule
- Camrose Sea Serpents - May 26
 - Vermilion Vipers - June 1
 - Lloydminster Rebels - June 8
 - Wetaskiwin Olympians - June 15
 - Provost Piranhas - June 22
 - Wainwright Torpedoes - July 6
 - Edmonton HUMA - July 13
 - Fort Sask. Piranhas - July 20
 - Edmonton Derrick Devil Rays & Sherwood Park Millenium Marlins - July 27
- Regionals in Edmonton



Region C Representatives
Krista Castagna & Heather Rasmuson
regionc@assa.ca

Region C had more than 240 swimmers attend the 2023 ASSA Provincials. They had approximately 140 individual medals and more than 60 relay teams on the podium. They also had two individuals each beat a provincial record. The Derrick Devil Rays won the large team banner and the Sherwood Park Millenium Marlins won the medium team banner.