

# VIRGINIA MEN'S GYMNASTICS

## State Handbook



**2019-2020**

## **Mission Statement**

The mission of the Virginia State Board is to provide leadership, explore ways to promote current educational efforts, support a safe environment, enhance participation in Men's gymnastics state-wide, and abide by the USAG, SafeSport and Virginia Rules and Policies.

### **General Information:**

#### **USA Gymnastics Professional Membership**

To participate at any USA Gymnastics sanctioned event or meeting a coach/ official must have a men's professional membership, a background check, SafeSport, the Fundamentals of Gymnastics Course in USAG University (U100) and a current safety certification. Applications for membership and instructions for taking the national safety certification course and the Fundamentals of Gymnastics Course can be found online at [www.usagym.org](http://www.usagym.org). Additionally, all athletes must be registered with the USAG and a registered member of the Virginia Men's Gymnastics association to participate at any sanctioned event.

#### **National Rules and Policies**

USA Gymnastics is the governing organization for our sport and follows the National Men's Rules and Policies document. This document can be downloaded from the USA Gymnastics website. It is the responsibility of every coach to be familiar with and abide by these policies. The National Men's Program Rules and Policies can be downloaded from the National USAG website at:

[http://usagym.org/pages/men/pages/rules\\_policies.html](http://usagym.org/pages/men/pages/rules_policies.html).

<b>GYMNASTICS WEBSITES</b>	
USA Gymnastics	<a href="https://usagym.org">https://usagym.org</a>
Region 7 Men's Gymnastics	<a href="http://region7mensgymnastics.com">http://region7mensgymnastics.com</a>
Virginia Men's Gymnastics	<a href="http://www.vamensgymnastics.com">http://www.vamensgymnastics.com</a>

# USA GYMNASTICS

## Men's Program Directory

USAG Gymnastics

132 E. Washington St., Suite 700,

Indianapolis, IN 46204

Phone: (317) 237-5050; Fax (317) 237-5069; Member Services: (800) 345-4719

[www.usagym.org](http://www.usagym.org)

Men's Program Director  
Junior Olympic Program Manager  
High Performance Director  
Men's Program Manager

Vacant  
Dusty Ritter  
Brett McClure  
Lisa Mendel

## Regional Board

Region VII Director

Rich Pulsfort  
(433) 804-8439  
[region7menschairman@yahoo.com](mailto:region7menschairman@yahoo.com)

JO TD

Lenny Lucarello  
(516) 241-3052  
[lennyluke@hotmail.com](mailto:lennyluke@hotmail.com)

Future Stars Director

Kevin Preston  
(443) 545-6226  
[jncsregionvii@gmail.com](mailto:jncsregionvii@gmail.com)

Maryland State Director

Robert Lundy  
(410) 439-4937  
[chairman@mdmensgymnastics.org](mailto:chairman@mdmensgymnastics.org)

New Jersey State Director

Matt Stevenson  
(908) 398-104  
[mattsteve@verizon.net](mailto:mattsteve@verizon.net)

New York State Director

Dan Molnar  
(716) 587-2956  
[nyschairman@gmail.com](mailto:nyschairman@gmail.com)

Pennsylvania State Director

Jeffrey Zack  
[pamensgymnasticschairman@gmail.com](mailto:pamensgymnasticschairman@gmail.com)

Virginia State Director

Kevin Hallinan  
(724) 7124052-9400  
[kevnastics@gmail.com](mailto:kevnastics@gmail.com)

West Virginia State Director

Gene Diaz  
(304) 292-5559  
[IFLIP@aol.com](mailto:IFLIP@aol.com)

METRO Judges Association

Joe Rank  
(302) 540-8364  
[metrogymanasticsjudges.org](http://metrogymanasticsjudges.org)

## Virginia Board of Directors:

**Purpose:** Sharing the workload, improving communication and accountability, and to further develop the men's gymnastics program in Virginia. The State Board members must be actively involved in all aspects of state affairs. Presently, including the State President, there are 6 member positions and 4 non-voting members. The State President has the right to expand or limit the number of Executive Committee Members at will. Additionally, in the event of a voting tie the President will cast the deciding vote.

<b>2018-2019 VIRGINIA BOARD OF DIRECTORS</b>			
<b>Position</b>	<b>Name</b>	<b>Email</b>	<b>Phone</b>
President (State Director)	Kevin Hallinan	<a href="mailto:kevnastics@gmail.com">kevnastics@gmail.com</a>	(724) 712-4052
Vice-President	Brett Lydon	<a href="mailto:blydon90@gmail.com">blydon90@gmail.com</a>	(540) 872-1739
Treasurer	Cindy Walker	<a href="mailto:gyminfo@williamsburggymnastics.com">gyminfo@williamsburggymnastics.com</a>	(757) 707-3070
Secretary	Char Polanosky	<a href="mailto:cpolanosky@gmail.com">cpolanosky@gmail.com</a>	(540) 661-6983
Legal Advisory	Spencer Watkins	<a href="mailto:classicsgymteam@gmail.com">classicsgymteam@gmail.com</a>	(434) 978-4720
<b>Non-Voting members</b>			
Member-at-Large	Sonja Clark	<a href="mailto:sonjaeclark@aol.com">sonjaeclark@aol.com</a>	(202) 436-2094
Member-at-Large	Kareem Phillips	<a href="mailto:kareem.phillips@ssa.gov">kareem.phillips@ssa.gov</a>	(757) 469-2741
Xcel Director	Greg Patterson	<a href="mailto:highbar_pro@yahoo.com">highbar_pro@yahoo.com</a>	(703) 590-8400

**Board Members** - shall serve a two-year term and will be elected every odd year. All other members shall serve a two year term and will be elected every even year. There is no limit to the number of consecutive terms any given board member may serve. To be eligible a person must be a professional member, safety certified and properly credentialed by USAG University and reside in the Commonwealth of Virginia. The professional members within the Commonwealth shall nominate and elect the Board President. The President shall serve as a member of the board for a term concurrent with his term on the board of directors. The President must have been a member of the board of directors for at least two years (one term) before being elected to serve as President for the next term.

Virginia will elect their President at the Level 5-10 State Championships. All voters must be current men's professional members with a valid safety certification.

## **Virginia Board of Directors Job Descriptions:**

### **President (State Director)**

1. Attend all State Meetings.
2. Maintain an open line of communication between their office and both the Regional and National offices. The State Chairman shall actively gather information regarding men's gymnastics in their state throughout the year.
3. Establish and implement a State Championship bidding process.
4. Conduct the USA Gymnastics State Championship and insure that all official rules and regulations are met. Provide meet results to the Regional Chairman and Regional meet director and financial reports to the National Office.
5. Conduct the annual State Clinic(s). The specific content of the clinic and the clinician(s) shall correspond with the gymnastics priorities in the state.
6. Will work to align state matters in concurrence with the Regional Director. Develop policies and procedures governing activities and events in the state.
7. Plan and conduct annual Coaches Business Meetings.
8. In coordination with the State Treasurer, it is the State Chairman's job to provide a yearly financial report of the State's bank activity. A concise record must be kept and made available to include: monthly bank statements, deposit and withdraw statements, copies of sanctioned meet forms, receipts for purchased goods, travel vouchers, and check ledger. Financial reports will be made at the Spring and Fall State meetings and made available to Virginia Men's Gymnastics professionals upon written request.
9. Attend the Regional Championships, Regional Meeting and National Meeting.
10. Relay Regional and National Information to VA USAG professional members.
11. Approve and submit petitions to the Regional Championships.
12. Open and maintain a State bank account as well as maintain the USAG bank account in conjunction with the Treasurer.

13. Oversee the State account finances managed by the Treasurer.
14. Maintain an updated list of all gymnasts in Virginia. This document will be used in the planning of State Clinics and State meets.
15. Organize and oversee the development of the Future Stars Program in the Commonwealth of Virginia.
16. Dissemination of information regarding Prep/ Elite Camps and Technical updates.
17. Conduct State and Future Stars Clinics/Workouts/State testing.

### **Vice-President**

1. Attend all State Meetings.
2. Oversee the updating and maintenance of the Virginia Men's Gymnastics Handbook.
3. Assist the State Chairman in coordinating the State and Future Stars clinics.
4. Assist the State Chairman in coordinating the State Championships and Future Stars State Testing.
5. Assist the State Chairman in fulfilling his duties as deemed necessary and gain a general understanding of how the State operates.
6. Ensure that the Virginia website is updated.

### **Treasurer**

1. Attend all State Meetings.
2. Manage the Virginia Board of Men's Gymnastics financial accounts, keeping an accurate ledger of Gymnastics income and expenses.
3. Open and maintain a State bank account as well as maintain the USAG bank account in conjunction with the President.
4. Provide a balance for the Virginia Men's Gymnastics professional members at all State Meetings or upon written request.

5. Help to set and maintain the VA Men's Gymnastics Budget for the year.
6. Assist the State Chairman in coordinating the Annual State Business Meeting.
7. Assist the State Chairman with the Financial aspects of running the State Championships.
8. Will work with an accountant to ensure accurate, current and comprehensive tax reports and filings are accomplished annually.

### **Secretary**

1. Attend all State Meetings and write a clear summary of each meeting.
2. Send out all State Meeting Minutes and all communications to the Virginia Men's Gymnastics professional members. Communicate all applicable information on the state social media outlets.
3. Obtain all Men's professional members and men's gymnastics club information and compile. Provide a contact list for the Virginia Men's Gymnastics professional members and the Webmaster for the Virginia Men's gymnastics website [vamensgymnastics.org](http://vamensgymnastics.org).
4. Maintain and develop the Virginia Men's Gymnastics website and social media.
5. Must maintain open communication with all the members of the State Board.
6. Ensure the State competition calendar is posted and updated regularly.
7. Provide State, Regional, National and Future Star competition information on the website.

### **Members at Large**

1. Attend State Meetings.
2. Attend Board Meetings if possible.
3. Complete agreed upon tasks that are assigned to position.

### **Xcel Director**

1. Create and maintain a men's excel program in the State of Virginia.

2. Attend State Meetings.
3. Provide reports to the board and State Members at State Meetings regarding the growth and development of the Xcel program locally and Nationally.

## **Virginia Men's Gymnastics Fees:**

Assessments and Head Tax Fees provide Virginia Men's Gymnastics the funds for ongoing operating expenses for the State. This includes Clinics/Workshop stipends, State Board member Travel expenses, Board Meeting expenses, Website maintenance, Legal and Accounting fees, All State Meeting expenses and JO/JE National Championship qualifiers entry fees.

1. The Athlete State Assessment Fee for the 2019-2020.
  - Fee: \$16.00 per USAG registered Athlete (\$15.00 operating and \$1.00 for establishment of a Virginia State Scholarship fund.)
  - Fees and a complete roster of athletes and levels are due no later than the Fall State Meeting (end of September beginning of Oct.) **A late fee of \$100 will be assessed for late registrations paid after the State Meeting.** If not paid by the time the State Entry fees are due, no athletes from that gym will be entered into the State Championships.
  - One check per team made out to **"Virginia Men's Gymnastics."**
  - Mail the Assessment to: **144-A Tewning Rd. Williamsburg, 23188**
  - Any athlete joining the club after the payment of the assessment should pay the fee to the State before competing for Club. If an athlete has already paid his fee and transfers to another club within Virginia they are not required to pay an additional fee.
  - Boys may move up or down a level or division throughout the year determined by the coach. Please communicate any change in Level or division to the State Treasurer so the Virginia Athlete list can remain up to date.
  - Each gym should appoint a contact person or responsible party to organize and register the athletes and teams for meets. There should only be one point of contact between the State Director and your gym.



## **Virginia Men's Gymnastics Membership Responsibilities:**

**Coaches:** Should always be professionally dressed. It is our obligation as professionals to look, act and dress the part. The following dress code will be enforced at State, Regional, and Nationals and is highly recommended for all sanctioned and non-sanctioned Invitationals. Please help our sport look professional.

- Closed toe shoes (no sandals)
- Slacks, warm-up pants, hemmed shorts (no denim or cargo shorts)
- Collared shirts
- No hats

Violators will be asked to leave the competition floor.

### **Enact the “Chain of Command” within the Gymnastics Community**

USA Gymnastics, like any professional organization, has a chain of command that should be followed. The chain starts with the gymnast and his parents and ends with the USAG Men's Program Director. It is important that coaches remember that they are a liaison for their team parents and athletes. Parents should never be allowed to take their concerns and problems directly to the top. Further, at no time should parents be allowed to approach judges in a competition.

The proper chain of command is as follows: Gymnast/Parent» Personal Coach »Meet Director/Judge/State Chairman »Regional Director »Men's JO National Program Director »Men's National Program Director.

It is imperative that this process be followed and the chain of command be respected.

### **Approaching Judges During Competition**

It is highly recommended that Compulsory coaches take the JO Judging course and Optional Coaches take both the JO Judging Course and the National Judging Course. However, any coach wishing to approach a judge during competitions may do so. The Judge is to be approached in a non-confrontational way and at an appropriate time. To keep meets moving along please take concerns to the meet referee or ask questions to the judge after the competition (if possible).

## **Confrontation with Judges During Competition**

Argumentative confrontation with judges will not be tolerated during or after a competition. Judges will give one warning to the coach, if the coach continues in any way, the judge will deduct .2 from the coaches team or gymnasts all-around score. If a coach persists confronting a judge after being given the .2 deduction, the Meet or State Director will remove the coach from the competition floor for the remainder of the competition.

### **Athlete:**

#### **Age determination:**

- The Competition season is defined as June 1st- May 31st.
- A gymnast's age is defined as of May 31st of that competition season. If he is 10 on May 31st 2017, he will compete as a 10 year old at all of his meets that season even if he turns 11 years old on June 1, 2017.
- As soon as that boy reaches his 6th birthday he becomes eligible for competition. **In Virginia, for an athlete to become eligible for the State Meet he must compete in one sanctioned meet prior to the State Meet. If he cannot meet that requirement he will not be eligible for the State Meet.**
- Future Stars Age Determination is determined as of December 31st of the current future Stars season. Ex. If your athlete is 11 as of December 31st he will compete as an 11yr old FS (he would be considered 12 for the JO competition season).

### **Attire:**

- All athletes must compete in a Team jersey.
- Long solid colored gymnastics pants, socks and/or gymnastics shoes, and gymnastics competition jersey on Pommel Horse, Rings, P-Bars and High Bar. The FIG "dark pants" rule is NOT in effect.
- On Floor Exercise and Vault the gymnast may compete in shorts with or without footwear or as he would for the other events. However, if he wears long pants he must have footwear on.
- Gymnasts may not compete with body piercings or tongue studs.

- Gymnasts may not compete with jewelry to include rings, chains, anklets, decorative wristbands or watches.
- Gymnasts are required to wear a shirt at all times during warm ups and competition.
- Gymnasts are required to be in full uniform for awards.

Failure to comply with the above rules will result in a .3 deduction taken from the gymnasts score one time during competition.

## Virginia State Championships:

The Virginia State Championships are the primary showcase of our State Program. It is the last State function of the year and a highlight for parents and athletes. We currently have a level 4/Xcel State Championship and a Level 5-10, JD/JE State Championship held on separate weekends. Level 4/Xcel State Meet is to be held “In House” by the Host gym.

- **Bids** for State Championships for the following season are due at the current season’s State Meeting during the level 5-10 State Championships.
- **Preliminary meet information** will include site location, hotel accommodations, meet dates, equipment, and contact information as soon as the bid process is finalized. Meet information will be posted on the State website as well emailed to the gyms in the state
- **Meet registration** will be opened 6 weeks prior to the State Championships due date. All registrations will occur through USAG Meet reservations with a hard copy and payment sent to the State Treasurer.
- **The final competition schedule** will not be available until after all entries have been received (3 weeks before the meet).
- **Fees:** The State is permitted to charge up to \$100.00 per athlete and up to \$125.00 for Junior Elite (Tech Sequences). One check from each club made payable to: Virginia Men’s Gymnastics. There will be a late fee of \$25 per athlete if the State Registration is postmarked after the deadline.
- **Qualifying Procedure to State Meet:** A gymnast must compete in at least one sanctioned Virginia meet prior to the State Meet. Qualifying scores and proce-

dures will be posted on the Virginia Men's Gymnastics website. The State Chairman must approve petitions to the qualifying procedures.

- **Refunds for scratched entries:** Entered athletes may be scratched from the meet with no penalty up until the entry deadline. Scratches due to injury which are received in writing or by email from the entry deadline until two weeks prior to the meet will be refunded but charged a \$10.00 administrative fee. There will be no refunds for any scratches after two weeks prior to the meet.
- **Injury Petition to State Championships:** The coach of a petitioning gymnast should first contact their State Chairman. The petition can be downloaded from <https://usagym.org/PDFs/Men/Rules/Rules%20and%20Policies/injury-petition.pdf> and must be submitted to the State Chair with a physician's statement and past meet results. The petition is due prior to or at the State Meet. Petitioning athletes are required to pay the state entry fee and coaches should include these athletes on their State entry form with the words "Petition Pending" by their name. The State Chairman will contact the individual coaches with the decision.
- **Team Awards:** Team Banners are to be given for each level where there are two full teams. At least 50% of the teams in each group will receive awards and ties will receive awards. Team awards are based on the top 3 scores from each event.
- **Individual/All-around Awards** will be the standard USAG state medal and will be presented to the top finishers in each event and All-Around.
- **Senior Recognition:** Special recognition awards will be presented at the conclusion of the Optional Competition, to all graduating high school seniors in the men's program. All coaches must submit senior information forms **by November 1st.**
- **Regional Qualifiers** Regional qualifying scores and procedures will be posted on [vamensgymnastics.org](http://vamensgymnastics.org). All coaches that have athletes who qualify to the Regional Meet must enter their gymnasts through the USAG meet reservation system. Additionally, they are to turn in their entry fees with a hard copy of the entries to the State Chairman at the conclusion of the State Championships.
- **Region State Team** information will be available on the Region 7 men's gymnastics website.
- **Injury Petition to Regional** The coach of a petitioning gymnast should first contact their State Chairman. The petition can be downloaded from <https://usagym.org/PDFs/Men/Rules/Rules%20and%20Policies/injury-petition.pdf> and must be submitted to the State Chair with a physician's statement and past meet results. The petition

is due prior to or at the State Meet. Petitioning athletes are required to pay the regional entry fee and coaches should include these athletes on their Regional entry form with the words "Petition Pending" by their name. The State Chairman will contact the Regional Chairman for final approval. Once approved, the State Chairman will contact the individual coaches with the decision.

- **National Championships:** National Fees will be paid for by the state of Virginia if the funds are determined to be available.
- Petitions (see above)

## Hosting Meets in the State of Virginia

### Pre-Meet

- Determine date
- Secure sanction
- Secure judging from metro judging association
- Contact State Director to add to the State Calendar

### Post Meet

- Complete sanction and return within 72 hours
- Send \$1.00 per athlete to the National Gymnastics foundation (information included with sanction packet).
- Send \$2.00 head tax per athlete to be sent to the State treasurer within 72 hours.

**Make checks out to: Virginia Men's Gymnastics.**

**Send to: Cindy Walker, 144 A Tewning Rd., Williamsburg, VA 23188**

- Send \$2.00 head tax per athlete to be sent to the Metro Judges Association (to be determined the night before the meet - scratches may not be subtracted from the number the day of the meet).

**Make checks out to: Metro Judges Association**

**Send to: Mike Heberle, 14013 Eagle Chase Circle, Chantilly, VA 20151**

- Email final results to State Director within 72 hours

## Hosting State Championships

- **Fees covered by the State**
  - Equipment rental for an in house meet is \$2000 for the weekend. Outside facility equipment rental is secured by the State.
  - Facility Rental to be negotiated between the State Board and Host Gym.  
"In House"  
~\$2000 per day

- ~\$1000 per half day
- ~\$500 single session
- ~\$4500 weekend

Outside Facility

~\$10,000 or as negotiated by the board and venue.

- Scoring: if using In House facilities' scoring system \$500. Rented scoring paid for by the state.
- Donation to the Host gym's men's program \$2000.
- Awards (Individual events, All-Around and Team Banners) provided by the State.
- Concessions, good luck grams and a nominal fee of the T-shirt venue revenue.
- Judges paid for by the State.
- Athletic Trainer covered by the State.
- Hospitality for the State Meeting held on the State Championships weekend is covered by the State.
- Senior awards covered by the State.
- Host gym reimbursed by the State for reasonable expenses such as: chalk, decorations and hospitality up to \$1500. Please discuss and get approval from State regarding unplanned or expensive items. All expense reports, with receipts included, must be submitted within 30 days of the concluded event.

▪ **Level 5-10 State Championship Host**

- Competition area should be large enough to accommodate 2 sets of competition equipment with the exception of FX, spectator viewing and awards (Roughly 18,000sq ft. +)

It is a VA State Board recommendation to all VA Member Clubs hosting an event in their home gym to include in your meet entry fee what you would otherwise collect in a gate fee to not burden families coming to watch a meet with additional costs at the door.

Gate Fees may be charged to all meets held in an outside facility to recoup the expense of renting a facility to host a larger competition. Below is a chart for gate fees that will be charged to VA State meets held in outside venues. These are set by the Virginia State Administrative Committee, posted in meet packets and published online at [www.vausag.com](http://www.vausag.com).

## 2019-2020 State Meet Gate Fee Chart

Age Group	One Day Pass	Two Day Pass
Under 12	FREE	FREE
12 years & older	\$10.00	\$15.00
Senior Citizens	\$5.00	\$10.00

*\*Charged in Outside Facilities*

## Fee payment schedule and reimbursement for services provided to VA Men's Gymnastics

Fee Schedule						
Who	Event	Hotel	***Mileage (if over 30 miles)	***Per diem	Transportation	Registration
<b>State Director</b>	\$200 per organized event	arr. by Treasurer if traveling more than 30 miles to event	IRS Standard rate	If food not provided at event then \$55 per day	To be okayed by Board	National and Regional events upon approval of the State Board
<b>Board</b>	To be okayed by Board	arr. by Treasurer if traveling more than 30 miles to event	IRS Standard rate	If food not provided at event then \$55 per day	To be okayed by Board	National and Regional events upon approval of the State Board
<b>Clinicians</b>	\$150	arr. by Treasurer if traveling more than 30 miles to event	IRS Standard rate	If food not provided at event then \$55 per day	To be okayed by Board	NA
Who	Event	Rental	Hospitality			
<b>Facility Host</b>	<b>Clinics, Testings, Meetings</b>	\$200 per organized event \$100 per 1/2 day (meeting 2-4hrs)	To be determined by State Director and Treasurer with event host			
<b>Facility Host</b>	<b>Championships (See above "Hosting State Championships")</b>					

All fees are based upon Board approval.

**\*\*\*IRS mileage rate** (round trip from starting destination to venue. Must provide google map print out of route. Any alterations due to rerouting to be discussed with State Director and treasurer.)

**\*\*\*Per diem:** may or may not be provided during clinic. Meal options will be detailed in event information packet. If food not provided \$55 per day (\$10 breakfast, \$15 lunch, \$20 dinner)