

BYLAWS
Of
OAKDALE AQUATICS
A CALIFORNIA PUBLIC BENEFIT CORPORATION

ARTICLE I
NAME

The name of the organization shall be “Oakdale Aquatics”, hereinafter referred to as “OA”.

ARTICLE II
PRINCIPAL OFFICE

The principal office of the corporation for the transaction of its business is located at the Oakdale High School Pool, 739 W G Street, Oakdale, California. Mailing address is P. O. Box 1008, Oakdale, CA 95361.

ARTICLE III
FISCAL YEAR

The fiscal year of OA shall commence on the first day of January each year and terminate on the 31st of December of the same year.

ARTICLE IV
PURPOSE

OA will strive to build and maintain a superior community based and community supported swim program that provides a sound competitive environment. Our goal is for all athletes, regardless of ability, to reach their highest personal potential, gain a thorough knowledge of the sport and develop the spirit of sportsmanship.

ARTICLE V
BOARD OF DIRECTORS

SECTION 1: NUMBER

The corporation shall have a maximum of twelve (12) directors and collectively they shall be known as the Board of Directors. The number may be changed by amendment of this Bylaw, as provided herein.

SECTION 2: POWERS AND DUTIES

Subject to the provisions of the California Nonprofit Public Benefit Corporation law and any limitations in the Articles of Incorporation and these Bylaws relating to action required or permitted to be taken or approved by the members of this corporation, the activities and affairs of this corporation shall be conducted and all corporate powers shall be exercised by or under the direction of the Board of Directors. The specific powers and duties of the OA Board of Directors shall be:

- To perform any and all duties imposed on them collectively or individually by law, by the

Articles of Incorporation of this corporation, or by these Bylaws.

- Appoint and remove, employ and discharge, and except as otherwise provided in these Bylaws, prescribe the duties and fix the compensation, if any, of all officers, agents and employees of the corporation;
- Supervise all officers, agents and employees of the corporation to assure that their duties are performed properly;
- Meet at such times and places as required by these Bylaws;
- Register their addresses, e-mail and telephone number with the Secretary of the corporation, so that the Secretary may notice Board members of meetings. Notices to such addresses, e-mail or telephone answering machine shall be deemed valid notices of meetings.
- The participation in and administration of such meets and competitions as the Board of Directors shall determine from time to time to be in the best interests of OA.
- The publication and distribution of programs, newsletters and other publications designed to promote the activities and affairs of the OA;
- The solicitation and sale of advertising space in such publications and obtaining of sponsorships for competitions and publications;
- The contribution of money or other things of value for scholarships, programs or other causes in furtherance of the affairs and interests of the OA;
- The retaining of such person, firms or corporations as may be necessary in order to provide special services to OA;
- The purchase, sale and conveyance of real or personal property and the entry into any contracts, leases, or other agreements necessary to properly conduct and administer the affairs of OA;
- The operation of food concessions and the sale of athletic equipment and paraphernalia to its' members and other persons; and the authorization to engage in such other lawful activities as may be necessary to properly carry out the purposes of the Club and conduct its' affairs.
- Each Board Member shall serve on at least one Committee and shall indicate their Committee preference to the Board through the President prior to their election to the Board.

SECTION 3: COMPOSITION OF BOARD

The Board of Directors shall consist of the seven (7) directors (President, Vice-President, Treasure, Secretary, Registrar, Head Swim Coach, and Head Water Polo Coach). In addition the Board may include the following optional positions: Fundraising Operations, Social Media Coordinator, Meet Director, and Members at Large.

SECTION 4: TERMS OF OFFICE

The Board of Directors shall be elected to two-year terms. The term of office is defined as the period between the Annual Membership Meetings, effective March 1 thru Feb 28. The positions of President, Vice President, Secretary, Treasurer, Fundraising Operations, and Registrar, to two consecutive terms, unless approved by unanimous vote of remaining board members. The Head Swim Coach and Head Water Polo Coach term will operate under their Head Coach contract (see appendix). President, Treasurer, Members at Large, and Fundraising Operations, will begin on

even numbered years. Vice President, Secretary, Meet Director, Registrar, and Social Media terms will begin in odd numbered years.

SECTION 5: ELECTION TO THE BOARD

Any member from the existing Board of Directors may submit a nomination of a candidate to the nomination committee to be reviewed and considered before the nomination is brought before the board for confirmation at the Annual Membership Meeting. All candidates shall be submitted for consideration 30 days prior to the Annual Membership Meeting. The Board of Directors must approve all candidates by majority vote. The slate of approved candidates will be presented to all Regular Members in attendance at the Annual Membership Meeting in February of each year, and will be elected by majority vote.

SECTION 6: BOARD VACANCIES

If a Board member resigns his/her two year term before the term has ended, the unexpired term shall be filled by appointment with the approval of the Board. All new appointments must first be confirmed by the Nomination Committee before being presented to the Board for approval. Persons filling a vacant term will serve the remainder of the term left by the previous Board Member. Partial terms do not count toward the two-term limit outlined in Section 4. All efforts will be made to fill vacant board positions in a "timely" manner.

SECTION 7: REMOVAL OF A BOARD MEMBER

Removal of a Board Member may occur if a Board Member has been determined to fail in a material and serious degree to observe the Code of Ethics, (see Section VII, section 7, and Appendix 1), or has engaged in conduct materially and seriously prejudicial to the interests and purposes of the corporation. Termination may occur upon the occurrence of any absence without prior notice to a board meeting, or attendance rate less than 75% of all board meetings held. Termination shall be determined by a 2/3 majority vote of the entire Board of Directors.

SECTION 8: MEETINGS

Meetings of the Board shall be held monthly, as determined by the President or requested by a majority of the Board members. The Secretary is responsible for giving at least one week's notice to each Board member before a meeting is held. Notification of a meeting may be via email, fax, telephone, telephone message or mail and shall include the place, date and hour of the meeting. All board meeting location/time details as well as past board meeting minutes will be posted on the team website for Regular and Competitor Members to access. All board meeting related reports (financials, Head Coaches reports, committee reports, etc) shall be sent out at least seven days before the meeting. The Board will meet year round, with no less than six (6) meetings per year.

SECTION 9: VOTING

Each member of the Board of Directors except the President shall have one vote, with the exception of one vote per family. In the event of a tie, the President will cast a vote to break the tie.

SECTION 10: QUORUM

A quorum for a Board of Directors meeting shall be 50% of the Board plus one. Except as may otherwise be provided in the Articles of Incorporation or these Bylaws, a decision of a majority of the Board Members present at any Board meeting shall be a decision of OA.

SECTION 11: PROXY VOTING

If a meeting is called as stated under Section 8 of this Article and a Board member is unable to attend, a Board member may submit a proxy vote in writing that is recorded and retained by the Secretary.

ARTICLE VI DUTIES OF DIRECTORS

SECTION 1: DUTIES BY POSITION

SECTION 1: DUTIES BY POSITION

Duties of the President: Organize the slate of candidates for new Board positions; preside at Board meetings; participate on Budget Committee; chairs the Nomination Committee; call any unscheduled meetings; arrange a year end review of OA financial records by someone other than the Treasurer.

Duties of the Vice-President: Assists President in all Presidential duties; assumes duties in President's absence; sits on the Nomination Committee.

Duties of the Secretary: Takes minutes at all Board and General Meetings; preserves records of Board meetings; carries on all official correspondence of OA; is responsible for notifying all Board Members about upcoming meetings; shall provide all new Board Members with a copy of the Bylaws and any materials pertaining to their position on the Board.

Duties of Treasurer: Custodian of club funds and disbursing officer; responsible for banking funds and keeping accurate records of all monies; responsible for payment of all bills and for keeping record of money paid out and receipts and vouchers to cover each expenditure; shall give a report at each meeting on the condition of the treasury; will work with President to review financial transactions and prepare budget for each upcoming season; chairs the Budget Committee; coordinates timecards for paid employees of OA.

Duties of the Registrar: Prepares all materials and announcements necessary for the Registration of Competitor and Regular members for all seasons, collects all fees and dues from members; maintains computers and website. Chairs the Scholarship Committee

Duties of the Fundraising Operations: Organizes volunteers, awards, concessions, hospitality, and any other fundraising event in conjunction with President, Vice President, and/or Committee Chairs. Chairs the Crab Feed Committee

Meet Director: Coordinates/delegates all tasks related to the running of home swim meets.

Includes coordinating officials, event volunteer positions and event hospitality. Coordinates with the Head Swim Coach regarding overall host team logistics. Coordinates with team officials in maintaining current certifications and any parents that want to become new officials for the team.

Member at Large: Responsible for supporting general team activities and providing reserve strength and aid as needed. A maximum of two Members at Large are to be on the Board at any one time.

Social Media Coordinator: Implements and maintains all social media networking such as Facebook, Instagram, and Twitter. Also will contact local newspapers with event information and swimming and water polo highlights. They help with spirit wear and any other fundraising events in conjunction with committee chairs.

Head Swim Coach: Responsible for hiring and training of all assistant coaches on the swimming side. Determines training philosophy, required equipment needs, and establishes structure in the pool and out of the water, referred to as dry-land training. Creates the annual swimming schedule to include meets, camps, clinics, etc. Coordinates directly with the Head Water Polo Coach on all matters related to the team's programs. To sit on the Scholarship Committee and Nomination Committee.

Head Water Polo Coach: Responsible for hiring and training of all assistant coaches on the water polo side. Determines training philosophy, required equipment needs, and establishes structure in the pool and out of the water, referred to as dry-land training. Coordinates directly with the Head Swim Coach on all matters related to the team's programs. Creates the annual water polo schedule to include games, tournaments, camps, clinics, etc. To sit on the Scholarship Committee and Nomination Committee.

All board members are expected to share the duties of all fundraising and volunteer needs as determined by the chairperson(s) of each event.

SECTION 2: POWERS AND AUTHORITY

The Board of Directors will have the powers and authority in the management of the business and affairs of the corporation, except as stated below:

- The approval of any action which, under law or the provisions of these Bylaws, requires the approval of the Members or a majority of all of the members.
- The amendment or repeal of any resolution of the Board of Directors which by its express terms is not so amendable or repealable.
- The approval of any transaction to which this corporation is a party and in which one or more of the Directors has a material financial interest, except as expressly provided in Section 5233(d)(3) of the California Nonprofit Public Benefit Corporation Law

SECTION 3: COMMITTEES

The Board of Directors may create Committees designated by resolution. Such other Committees may consist of persons who are not also Members of the Board. These additional Committees shall act in an advisory capacity only to the Board and shall be clearly titled as “advisory”

Committees. There are to be four (4) permanent committees (Budget Committee, Crab Feed Committee, Scholarship Committee, and Nomination Committee).

SECTION 4: NOMINATION COMMITTEE

The Nomination Committee shall have four (4) permanent members to be composed of the President (chair of the committee), Vice President, Head Swim Coach, and Head Water Polo Coach. The Nomination Committee is to meet when prospective board members are to be considered for open or soon to be open board positions. The Nomination Committee will present to the board (in the case of midterm vacancy) and/or the general membership (in the case of the Annual Membership Meeting) candidates for consideration. The permanent committee members shall each have a veto power that can stop a nomination from being considered with or without reason.

ARTICLE VII MEMBERSHIP

SECTION 1: TYPES OF MEMBERSHIP

There shall be two classes of membership in OA: 1) Competitor Members must be current members of USA Swimming, USA Water Polo, and/or US Masters Swimming and 2) Regular Members who are the parents or legal guardians of Competitor Members.

SECTION 2: CALENDAR OF MEMBERSHIP

Membership shall be determined as beginning January 1 of each year and ending December 31st of the same year.

SECTION 3: RESIDENCY

There are no residency requirements to be a member of the OA.

SECTION 4: COMPETITOR SKILL LEVEL

Competitor membership shall be contingent upon the prospective Competitor Member's ability to demonstrate the needed, basic skills as deemed necessary by either the Head Swim Coach and/or the Head Water Polo Coach.

SECTION 5: FEES

Competitor membership shall be contingent upon payment of such periodic registration fees and/or membership dues as the Board of Directors may from time to time determine. A percentage of the Competitor memberships may have their fees waived or lowered and be recognized as a Scholarship as determined by Scholarship Committee. The percentage of these scholarships and the criteria for their approval will be determined by the Board of Directors each year.

SECTION 6: TRANSFER OF MEMBERSHIP

No member may transfer the value of a membership or any rights arising from such membership.

SECTION 7: CODE OF CONDUCT

It is the duty of all Board Members to adhere to the Board Member Code of Conduct, and all Regular or Competitor Members to adhere to the Athlete Code of Conduct and the Parent/Guardian Code of Conduct (see Appendix 2). Failure to do so may result in termination. See Appendices.

SECTION 8: TERMINATION

Termination of the membership of a Board, Regular, or Competitor Member may occur if a Member has been determined to fail in a material and serious degree to observe the Board Member Code of Conduct, Athlete Code of Conduct, or the Parent/Guardian Code of Conduct, or has engaged in conduct materially and seriously prejudicial to the interests and purposes of the corporation. Termination shall be voted by a 2/3 majority of the entire Board of Directors.

SECTION 9: VOTING

Regular Members and Competitor Members ages 18 or older shall have one (1) vote on all matters brought before a vote of the membership. If a member meets both definitions of Regular and Competitor Member, they shall have only one (1) vote. Competitor Members under the ages of 18 shall have no voting rights.

SECTION 10: LIABILITY

No Regular member, director, officer or authorized agent, or representative of OA shall be liable or responsible for any debts or liabilities of the club, or liable to the club except to the extent of their unpaid portion of membership dues and entry fees.

SECTION 11: OPEN FORUM

Regular and Competitor Members may attend any and all board meetings, and may voice any comments, questions, or concerns to the Board of Directors at the appropriate times as designated as the Open Forum. Regular and Competitor Members who attend board meetings must adhere to the team's code of conduct and be respectful of the meeting or will be asked to leave the meeting.

ARTICLE VIII MEETINGS OF MEMBERS

SECTION 1: MEETINGS

OA shall hold an Annual Meeting of the Regular Membership for the purpose of electing a Board of Directors, and conducting such other business as may properly come before the meeting. OA may also hold other special meetings of the Membership as may be necessary from time to time to properly conduct the affairs of OA. Such special meetings may be called by the President of the Board of Directors, or by majority vote of the Board of Directors, or upon the written request of at least ten percent (10%) of the Regular Members.

SECTION 2: VOTING AT MEETINGS

Only Regular Members present at Regular Members' meeting shall have a right to vote, as there shall be no voting by proxy. A quorum for this meeting shall be a majority of the Regular

Members present. Voting may be by voice or ballot, provided that any election of the Board of Directors may be by ballot if demanded by any voting Member before voting begins. The decision of the majority of the Members voting shall be the decision of the club.

ARTICLE IX COACHES

SECTION 1: PAID POSITIONS

The positions of Head Swim Coach, Head Water Polo Coach, Assistant Coaches and Junior Coaches shall be paid positions.

SECTION 2: COACHES CONSIDERED BY THE BOARD

- The Head Swim Coach is hired by Contract which is presented to and approved by the Board of Directors (see Appendix 3).
- The Head Swim Coach hires all Assistant Coaches according to the Head Swim Coach's Contract.
- Assistant Coaches must be members of the American Swim Coaches Association and USA Swimming or be working towards being members.
- The Head Water Polo Coach is hired by Contract which is presented to and approved by the Board of Directors (see Appendix 3).
- The Head Water Polo Coach hires all Assistant Coaches according to the Head Water Polo Coach's Contract.
- Assistant Coaches must be members of USA Water Polo or be working towards being members.

SECTION 3: SALARIES

Budget for salaries/compensation for Head Swim Coach and the Head Water Polo shall be determined by the Board of Directors. The Assistant Coaches salaries shall be determined by either the Head Swim Coach or the Head Water Polo Coach per the Head Swim Coach's Contract or the Head Water Polo Coach's Contract.

SECTION 5: DISMISSAL OF HEAD SWIM COACH/HEAD WATER POLO COACH

Unless determined by law, termination may not occur unless preceded by the following:

- A disciplinary warning, provided in writing, is given for the first offense with the understanding of restoring the person to their duties as Head Swim Coach or Head Water Polo Coach.
- Placement on probation for the second offense with the understanding of restoring the person to their duties as Head Swim Coach or Head Water Polo Coach. If the above two steps do not restore the person to their coaching duties to neglect on their part, then termination may occur by a majority vote of the Board of Directors. The Board may not terminate without just cause. The Board and Head Swim Coach/Head Water Polo Coach must agree upon "offense."

SECTION 6: REMOVAL OF ASSISTANT COACHES

Removal, by the Head Swim Coach/Head Water Polo Coach, may occur if a coach has been

determined to fail at his/her duties or has engaged in conduct materially and seriously prejudicial to the interests and purposes of OA. Employment shall be at will, it may be terminated at any time by action of the Board or Head Swim Coach/Head Water Polo Coach with no notice or employee may terminate employment by 2 week written notice.

ARTICLE X EXECUTION OF INSTRUMENTS, DEPOSITS AND FUNDS

SECTION 1: EXECUTION OF INSTRUMENTS

The Board of Directors, except as otherwise provided in these Bylaws, may by resolution authorize any Officer or agent of the corporation to enter into any contract or execute and deliver any instrument in the name of and on behalf of the corporation, and such authority may be general or confined to specific instances. Unless so authorized, no Officer, agent, or employee shall have any power or authority to bind the corporation by any contract or engagement or to pledge its credit or to render it liable monetarily for any purpose or in any amount.

SECTION 2: CHECKS AND NOTES

Except as otherwise specifically determined by resolution of the Board of Directors, or as otherwise required by law, checks, drafts, promissory notes, orders for the payment of money, and other evidence of indebtedness of the corporation shall be signed by two Members of the Board of Directors who have been approved by the Board to perform such tasks.

SECTION 3: DEPOSITS

All funds of the corporation shall be deposited from time to time to the credit of the corporation in such banks, trust companies, or other depositories as the Board of Directors may select.

SECTION 4: GIFTS

The Board of Directors may accept on behalf of the corporation any contribution, gift, bequest, or devise for the charitable or public purposes of this corporation.

ARTICLE XI RECORDS

SECTION 1: MAINTENANCE OF CORPORATE RECORDS

OA shall keep at its principal office in the State of California:

- Adequate and correct books and records of account kept by the Treasurer;
- Minutes in written form of the proceedings of its Members, Board and Committees of the Board kept by the Secretary;
- A record of its Members, giving their names and addresses kept by the secretary.

ARTICLE XII NONPROFIT ORGANIZATION

SECTION 1: NONPROFIT BASIS

The Club shall, at all times, be operated on a nonprofit basis for the benefit of its members. No dividends or other interests in the assets of OA shall be paid by OA to its members. No part of the earnings of the Club shall insure to the benefit of, or be distributed to, its Members, Officers, Board, or any other private persons or corporations, except that OA shall be authorized and empowered to pay reasonable compensation for services rendered and expenses incurred and to make payments and distributions and in full furtherance of the purposes set forth herein.

SECTION 2: PERMITTED ACTIVITIES

No part of the activities of OA shall be the carrying on of propaganda or otherwise attempting to influence legislation, and OA shall not participate in any political campaign on behalf of any candidate for public office. Notwithstanding any other provision of the Articles of Incorporation of these Bylaws, OA shall refrain from engaging in any other activities not permitted of any tax-exempt organization under Section 501(c)(3) of the Internal Revenue Code.

ARTICLE XIII TERMINATION/ DISSOLUTION

OA may be terminated and dissolved upon the affirmative vote of at least two-thirds (2/3) of all Regular members entitled to vote. In the event of such termination and dissolution, The Board of Directors shall, after paying or making provisions for the payment of all liabilities of OA, make a determination for the further disposition of any additional assets or net worth of OA to an organization dedicated to charitable purposes, provided that the organization continues to be dedicated to the exempt purposes as specified in Section 501(c)(3) of the Internal Revenue Code.

ARTICLE XIV AMENDMENTS

Amendments of the Bylaws shall be voted upon by the Board of Directors and shall require a two-thirds (2/3) vote of the entire Board of Directors. A vote of all Board Members must be taken either at a meeting or by written proxy. Bylaws shall be available upon request to any OA member.

CERTIFICATION

I, the undersigned, certify that I am the presently elected and acting Secretary of the Oakdale Aquatics, a California nonprofit public benefit corporation, and the above bylaws, consisting of 10 pages, are the bylaws of this corporation as adopted by unanimous written consent of the Board of Directors on March 17, 2021.

Date:

Secretary:

APPENDIX I

BOARD MEMBER CODE OF CONDUCT

As Board Members we commit to each other that we will act in an honest manner with one another and that we will make decisions that are in the best interest of Oakdale Aquatics (OA). These are the core values that we use in the conduct of our meetings.

RESPECT:

We will treat everyone with dignity, by being open to one another and by valuing one another.

We accomplish this through:

- Honoring each other's time by arriving on time, by being prepared, and by remaining present throughout the entire meeting.
- Speaking only when we have something new to add to the discussion and by refraining from side bar conversations.
- Listening respectfully to other people's opinions, thoughts, and feelings, even if we disagree, both verbally and non-verbally (e.g. refraining from eye rolling, sighs, and sarcasm).
- Speaking respectfully to others, both during and outside of meetings (e.g. refraining from shouting, derogatory comments, and interrupting).

INTEGRITY

We will embrace and practice a high standard of personal ethics. We demonstrate this through:

- Maintaining confidentiality on all Board matters.
- Standing behind the decisions of the Board no matter what our personal opinions may be.
- Honoring the deals and principles of our Founders and the Board members who have served before us.

COMMUNICATION

We will create an environment that allows for and encourages an open and honest exchange of ideas, thoughts, and feelings. We accomplish this through:

- Listening actively, openly, and objectively.
- Voicing our opinions in the meeting, rather than later
- Voting honestly based on objective assessment, putting personal interests above the interests of the organization.
- Following the Robert's Rules of Order.

ACCOUNTABILITY

We will be accountable to our members and use the power and responsibility entrusted to us in a wise manner. We demonstrate this through:

- Making decisions that are supported by data and input from key stakeholders.
- Staying strategic in our Board discussions.
- Being fiscally responsible.
- Fulfilling our job and committee duties, and follow up regularly upon delegated duties.

COURAGE

We will accept necessary strategic changes and act on them, even when change is uncomfortable or unpopular. We accomplish this through:

- Focusing on what is right, not on who is right.
- Learning from the past but not being tied to it.

- Caring enough to confront issues and ideas (not people) early and directly.

PARTICIPATION

We will show our support for OA by participating in important events. We accomplish this through:

- Attending and participating in at least 75% of all Board meetings, and providing materials and/or written reports to the Board in the event that we cannot attend.
- Providing advanced notice in the event that we cannot attend a Board meeting or event.
- Actively participating in all fundraising events and activities organized by the board.
- Serving on at least one committee for fundraising events and/or activities.
- Motivating Regular Members to participate in fundraising events and/or activities.

Appendix II
Head Swim Coach's Contract

Ronald Thompson

Title: Head Swim Coach

Contract Duration: March 1, 2021 - February 29, 2024

Compensation

- **Flat rate salary approved by 3/4 of the board of directors at a current rate of \$1800.00 per month on 03/17/2021 plus reimbursement for all expenses related to the job description.**

Description of Role

- **Head Swim Coach of Oakdale Aquatics swim programs including**
 - Lessons: January 1st - December 31st
 - Pre-Gold: April 1st - July 31st
 - California Gold-Oakdale and Masters: January 1st - December 31st
- Hire, discipline, and release all assistant swim coaches
- Train and supervise all assistant swim coaches
- Attend USA Swimming and coaching clinics (up to 2 times per year)
- Determine swim related training philosophy
- Determine swim related required equipment
- Allocate swim coaches budget
- Attend all swim meet, per own discretion (e.g. which swim meet to attend when 2 or more are on the same day)
- Establish and maintain a positive relations in the community to better the swim program for the children

Contract Parameters

No less than a 3-year contract

Establishes structure in the pool and out of the water (dry-land training)

Termination: Unless determined by law, termination may not occur unless the following takes place

- A disciplinary warning, provided in writing, is given for the first offence with the understanding of restoring me to my duties as Head Swim Coach.
- Placement on probation for the second offense with the understanding of restoring to duties as Head Coach.
- If the above two steps do not restore the Head Coach to coaching duties due to neglect on the Head Coach part, then termination may occur by a majority vote of the BOD. The BOD may not randomly terminate this contract without just cause.

Ron Thompson Date

Melinda Yakligian, President Date
Oakdale Aquatics
Board of Directors

Savannah Martin

Title: Head Water Polo Coach

Contract Duration: March 1, 2021 - February 29, 2024

Compensation

- **Flat rate salary approved by 3/4 of the board of directors at a current rate of \$1800.00 per month on 3/17/2021 plus reimbursement for all expenses related to the job description.**

Description of Role

- **Head Water Polo Coach of Oakdale Aquatics programs including**
 - Splashball: June 1st - July 31st
 - Pre-Gold: May 1st - July 31st
 - Senior Group: January 1st - December 31st
- Hire, discipline, and release all assistant water polo coaches
- Train and supervise all assistant water polo coaches
- Attend USA Water Polo and coaching clinics (up to 2 times per year)
- Determine water polo related training philosophy
- Determine water polo related required equipment
- Allocate water polo coaches' budget
- Attend all water polo games, per own discretion (e.g. which game to attend when 2 or more are on the same day)
- Establish and maintain a positive relations in the community to better the aquatics program for the children

Contract Parameters

No less than a 3-year contract

Establishes structure in the pool and out of the water (dry-land training)

Termination: Unless determined by law, termination may not occur unless the following takes place

- A disciplinary warning, provided in writing, is given for the first offense with the understanding of restoring me to my duties as Head Water Polo Coach.
- Placement on probation for the second offense with the understanding of restoring to duties as Head Coach.
- If the above two steps do not restore the Head Coach to coaching duties due to neglect on the Head Coach's part, then termination may occur by a majority vote of the BOD. The BOD may not randomly terminate this contract without just cause.

Savannah Martin Date

Melinda Yakligian, President Date
Oakdale Aquatic
Board of Directors

Appendix III

Code of Conduct

The Oakdale Aquatics (OA) has adopted codes of conduct for athletes and parents/guardians. Your conduct in connection with our program reflects on the team as well as the community.

OA Code of Ethics

It is the duty of all members (coaches, parents, athletes, and Board Members):

- To emphasize the proper ideals of sportsmanship, ethical conduct, and fair play.
- To show respect to visiting teams and officials.
- To establish a sense of community and collaboration between visitors and host.
- To respect the integrity and judgement of swimming/water polo officials.
- To achieve a thorough understanding and acceptance of the rules of swimming/water polo.
- To encourage leadership, use of initiative, and good judgement by members on the team.
- To recognize that the purpose of swimming/water polo (athletics) is to promote the physical, mental, moral, social, and emotional well-being of the individual athlete, not to win prizes, scholarship, or prestige.
- To remember that a meet/game is only a contest - not a matter of life or death for any swimmer, coach, official, fan, family, or community.

Coaches Code

OA Coaches are expected to:

- Act in the best interests of all athletes, instilling skills and values that will improve their swimming/water polo abilities. Design practices to help athletes meet their goals, and provide suggestions and criticisms to help athletes improve their abilities.
- Make themselves reasonably available to parents and athletes to discuss progress and concerns when requested.
- Be respectful of parents, athletes, and board members. This includes not engaging in threatening or abusive behavior or use of foul/inappropriate language when speaking to or about others.
- Encourage parents and athletes to demonstrate good sportsmanship toward each other as well as toward other teams. Coaches will correct unsportsmanlike behavior as it occurs, and model appropriate behavior.
- To demand a sports environment for my child that is free of drugs, tobacco, alcohol, verbal and/or physical aggression, or any other behavior that may be deemed unsafe or inappropriate around children.
- Treat officials and opponents with respect.
- Coaches will follow all articles of the USA Swimming Code of Conduct and the USA Water Polo Code of conduct.

Parent/Guardian Code

As a parent/guardian, I am expected to:

- Provide a caring, supportive environment for my child so that he/she feels good about his/her interest in swimming and/or water polo. I will ensure my child's attendance at practice and meets/games.
- Respect coaches and board members. In the event of questions or disagreement, I will schedule a time outside of practice to discuss concerns in private.
- Be kind to coaches, board members, and other families. This includes not engaging in threatening or abusive behavior or use foul language when speaking to or about others.
- I will not coach or instruct the team or any swimmer at a practice or meet, from the stands or any other area. I will not interfere with coaches on the pool deck. I will respect the "field of play" at both meets and games. I will maintain self-control at all times and know my role.
- Practice and model good sportsmanship. I can accomplish this by congratulating other athletes for achievements, refraining from bragging or put-downs, and correcting my child if he/she engages in bragging or put-downs. I will encourage my child to be a good sport and be kind to teammates as well as athletes from other teams.
I will participate in fundraising, and volunteering at meets and other events, as required of the team.
- To treat players, coaches, fans and officials with respect regardless of race, sex, creed, or ability and I will ask my child to do the same.
- To demand a sports environment for my child that is free of drugs, tobacco, alcohol, verbal and/or physical aggression, or any other behavior that may be deemed unsafe or inappropriate around children.
- To respect the property, equipment, and facilities made available for use and will ask my child to do the same.
- I will inform the coach or a OA Board member of any physical disability or ailment that may affect the safety of my child or the safety of others.
- Stroke and turn officials, other swim meet officials, and game referees will make sanctioned decisions that you may not agree with. It is your responsibility to raise your concern with a Coach or the Board President. You are not permitted to speak with the above officials regarding the official decision.

I understand and agree to the above terms and conditions of the Oakdale Aquatics in exchange for the privilege of my child(ren) to participate in the activities and swimming/water polo program of the Oakdale Aquatics. Should I choose to disregard any of these rules, or conduct myself in such a way that brings discredit or discord to OA, USA Swimming, or USA Water Polo, I voluntarily subject myself to disciplinary action that may include verbal warnings, suspensions, banishment from OA activities, or termination of membership with/without cause.

Athlete Code

As an OA Swimmer, I am expected to:

- Respect all OA coaches. I realize that the coaches design practices to meet my goals, and will provide me with suggestions and criticism to improve my skills. I will not take these criticisms negatively, but will make every attempt to implement what my coaches ask of me. I will speak to my coach respectfully, and follow directions given to me.
- Attend practice regularly, and with a positive attitude so that I can meet my goals.
- Encourage and support my teammates, rather than bragging about my own accomplishments, or putting them down.
- Treat teammates, coaches, officials with respect regardless of race, sex, creed, or ability.
- To demand a sports environment that is free of drugs, tobacco, alcohol, verbal and/or physical aggression, or any other activity that is unsafe or inappropriate around children.
- Be respectful to coaches, board members, families, and teammates. This includes not engaging in threatening or abusive behavior or use inappropriate/foul language when speaking to or about others.
- To respect the property, equipment, and facilities made available for use.
- Keep hands, feet, and other objects to myself. Offenses may incur the following consequences: warning, parent conference, meeting with Head Swim Coach/Head Water Polo Coach and/or President, expulsion.
- Remain out of the office at all times.

I understand and agree to the above terms and conditions of the Oakdale Aquatics in exchange for the privilege of participating in the activities and swimming/water polo program of the Oakdale Aquatics. Should I choose to disregard any of these rules, or conduct myself in such a way that brings discredit or discord to OA, USA Swimming, or USA Water Polo, I voluntarily subject myself to disciplinary action that may include verbal warnings, removal from practice/meet, suspensions, or termination of membership with/without cause.

Team Travel Policy for Oakdale Aquatics

Purpose: Athletes are most vulnerable to misconduct during travel, particularly overnight stays. This includes a high risk of athlete-to-athlete misconduct. During travel, athletes are often away from their families and support networks, and the setting – new changing areas, locker rooms, workout facilities, automobiles and hotel rooms – is less structured and less familiar. Team Travel is defined as overnight travel to a swim meet, water polo tournament or other team activity that is planned and supervised by Oakdale Aquatics.

Section 1

These items are Code of Conduct stipulations in the USA Swimming Rulebook.

- a. Club travel policies must be signed and agreed to by all athletes, parents, coaches and other adults traveling with the club. (305.5.D)
- b. Chaperones must be members of USA Swimming and have successfully passed a USA Swimming-administered criminal background check. (305.5.B)
- c. Regardless of gender, a coach shall not share a hotel room or other sleeping arrangement with an athlete (unless the coach is the parent, guardian, sibling, or spouse of that particular athlete). (305.5.A)
- d. When only one athlete and one coach travel to a competition, the athlete must have his/her parents' (or legal guardian's) written permission in advance to travel alone with the coach. (305.5C)

Section 2

- a. During team travel, when doing room checks, attending team meetings and/or other activities, two-deep leadership and open and observable environments should be maintained.
- b. Athletes should not ride in a coach's vehicle without another adult present who is the same gender as the athlete, unless prior parental permission is obtained.
- c. During overnight team travel, if athletes are paired with other athletes they shall be of the same gender and should be a similar age. Where athletes are age 13 & over, chaperones would ideally stay in nearby rooms. When athletes are age 12 & under, chaperones may stay with athletes. Where chaperones are staying in a room with athletes, they should be the same gender as the athlete and written consent should be given by the athlete's parents (or legal guardian).
- d. When only one athlete and one coach travel to a competition, at the competition the coach and athlete should attempt to establish a "buddy" club to associate with during the competition and when away from the venue.
- e. To ensure the propriety of the athletes and to protect the staff, there will be no male athletes in female athlete's rooms and no female athletes in male athlete's rooms (unless the other athlete is a sibling or spouse of that particular athlete).
- f. A copy of the Athlete and Parent/Guardian Code of Conducts must be signed by the athlete and his/her parent or legal guardian.
- g. Team or LSC officials should obtain a signed Liability Release and/or Indemnification Form for each athlete.
- h. Team or LSC officials should carry a signed Medical Consent or Authorization to Treat Form for each athlete.
- i. Curfews shall be established by the team or LSC staff each day of the trip.

- j. Team members and staff traveling with the team will attend all team functions including meetings, practices, meals, meet sessions, etc. unless otherwise excused or instructed by the Head Coaches or his/her designee.
- k. The directions & decisions of coaches/chaperones are final.
- l. Athletes are expected to remain with the team at all times during the trip. Athletes are not to leave the competition venue, the hotel, a restaurant, or any other place at which the team has gathered without the permission/knowledge of the coach or chaperone.
- m. When visiting public places such as shopping malls, movie theatres, etc. athletes will stay in groups of no less than three persons. 12 & Under athletes will be accompanied by a chaperone.
- n. The Head Coaches or his/her designee shall make a written report of travel policy or code of conduct violations to the appropriate club or LSC leadership and the parent or legal guardian of any affected minor athlete.

Honor Code

All team members, team staff, and parents of minors are apprised in writing of this Code of Conduct. A signature on this document constitutes unconditional agreement to comply with the stipulations of this document.

- a. Team members will display proper respect and sportsmanship toward coaches, officials, administrators, teammates, fellow competitors and the public at all times.
- b. Team members and staff will refrain from any illegal or inappropriate behavior that would detract from a positive image of the team or be detrimental to its performance objectives.
- c. The possession or use of alcohol or tobacco products by any athlete is prohibited.
- d. The possession, use, or sale/distribution of any controlled or illegal substance or any form of weapon is strictly forbidden.
- e. No “deck changes” are permitted. Athletes are expected to use available change facilities.
- f. Team members are reminded that when competing at competitions, traveling on trips, and attending other team-related functions, they are representing both themselves and the Oakdale Aquatics. Athlete behavior must positively reflect the high standards of the club.
- g. Failure to comply with the Honor Code as set forth in this document may result in disciplinary action. Such discipline may include, but may not be limited to:
 - i. Dismissal from the trip and immediate return home at the athlete’s expense;
 - ii. Disqualification from one or more events, or all events of competition;
 - iii. Disqualification from future team travel;
 - iv. Dismissal from the team;
- h. Athletes are to refrain from inappropriate physical contact at team activities and events.
- i. Athletes are to refrain from use of inappropriate language.