

# PA STARZ

Season 13 Handbook

2026-2027



PO Box 1425 Chambersburg PA 17201

[pastarzcheer@gmail.com](mailto:pastarzcheer@gmail.com)

717.473.7829

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

**TABLE OF CONTENTS**

**Mission Statement..... 3**

**Handbook Policies..... 3**

**Safe Sport/USASF.....3**

**Levels of All Star Cheer.....3**

**Tryouts and Placements..... 4**

**Practice & Attendance..... 4**

    Concussion..... 5

    Injuries.....5

    Absences/Attendance Policy..... 5

    Flyer Program..... 7

    Jewelry and Fingernails..... 7

**Financial Commitments..... 7**

    Monthly Tuition..... 7

    Monthly Performance Package Fee..... 8

    Crossovers/Alternates..... 8

    Additional Fees not included in packages..... 8

    Private Lessons..... 9

    Defaulted Funds..... 9

    Dismissal.....10

**Competitions..... 10**

    Competition Schedule..... 10

    Competition Day.....10

    Competition Awards.....11

    Competition Dress Code.....11

    Overnight Rules..... 11

    Stay To Play Events.....11

**ORGANIZATION EXPECTATIONS..... 11**

    Guardian Conduct.....12

    Usage of PA Starz Names & Logos..... 12

    Sportsengine/GoMotion.....12

**Communication & Social Media..... 13**

    Meetings.....13

    Social Media..... 13

**Fundraising..... 13**

    Sponsorships/Advertising..... 14

    Returned Funds..... 14

**Rewards Points..... 14**

Welcome to PA Starz! We want to personally welcome all newcomers to our program. We are so honored you've chosen to join us. At PA Starz, we are proud of the quality and professionalism we deliver with our program. The development, safety, and support of our athletes and families is our top priority. This handbook provides information about the cheer season, as well as conduct, expectations, policies and procedures. Please familiarize yourself with information contained in the handbook and ask questions if needed.

### **Mission Statement**

The mission of PA Starz is to deliver professional quality all star cheerleading, while being the best role models for our athletes of all ages. It is our priority to build confidence in our athletes while teaching a progression that stresses safety. PA Starz supports, encourages, and develops superior sportsmanship and team unity, as well as lifelong lessons in leadership and helping others.

### **Handbook Policies**

**Compliance:** The athlete, parent/guardian, and all guests agree to comply with the rules, policies, and procedures of PA Starz as listed in the Team Handbook, program guide, website, posted in the facility, and as communicated by PA Starz staff. Failure to comply may lead to disciplinary actions including, but not limited to: removal from practice, suspension from competition without refund, and/or removal from program without refund and the imposition of a \$500 fee.

**Changes to Handbook:** For the current 2026-2027 season, PA Starz reserves the right to make and implement changes to the Season 13 Handbook. If any changes are made, a notification will be sent by email, to the parent/guardian address on file in Sportsengine. Notice will be sent out 30 days prior to all changes becoming effective. You will be asked to sign an updated version as changes are made.

### **Safe Sport/USASF**

PA Starz is a US All Star Federation ("USASF") sanctioned gym where all coaches are certified and screened by the USASF annually. The USASF is committed to creating a safe and positive environment for its participants' physical, emotional, and social development and ensuring it promotes an environment free from abuse and misconduct. PA Starz follows all codes of conduct implemented by the USASF including standards on bullying, social media, athlete safety, transportation, diversity & inclusion. For more information on the USASF code of conduct & compliance [Click Here](#).

### **Levels of All Star Cheer**

**All Star Novice:** Novice is for individuals who are new to All Star and/or are not ready for performance-based teams that are evaluated at competitions. Novice teams focus on strengthening technique and performance skills that help prepare athletes for All Star Prep/Elite teams. This level focuses on perfecting the basics of the sport.

**All Star Prep:** Prep is for individuals with limited tumbling (not elite skills) who want to strengthen technique and perform skills in a competitive team atmosphere. Prep teams typically require less time and cost commitments than are required of All Star Elite teams. Prep teams are offered in both our half year and full year program.

**All Star Elite:** Elite is for individuals with strong cheer training and technical ability. Elite teams are composed of athletes that are ready for a more intense and highly competitive athletic experience - the elite skills. Elite teams usually require higher cost and time commitments. They may also be required to do outside conditioning/homework that will be reported back to the coaches. Some Elite teams may be eligible to attend the D2 Summit.

**Summit Teams:** A Summit eligible team may attend the D2 Summit in Florida. This event can only be attended if a team earns a "bid" to attend. Should a Summit eligible team not earn a bid, they will attend Regional Summit as

their end of season event. We will not add competitions to earn bids. These teams will be required to attend ONE class per week outside of their practice hours. They will also be required to do outside conditioning/homework that will be reported back to the coaches.

### **Tryouts and Placements**

Tryouts are designed to help coaches determine the best placement for each athlete, as well as what is needed to create the most successful teams. Teams are strategically put together to score as high as possible at competitions. Keep in mind, most athletes on each team must be capable of performing skills required for that level. Please refer to our "Tryout Packet" for further details.

A few days will be designated for current and new members to be evaluated by the coaching staff and Athletic Director. Tryouts are required for **all full year** teams (novice, prep, elite, levels 1-5). You must register and pay a \$75 registration fee prior to being able to tryout and be placed on a team. Athletes are assessed using a rubric with the "drivers" that are used at competitions. Each athlete will be judged on the same criteria, using the same method, and receive a score at the end of the tryout. This score and the drivers assessed will be utilized in determining placement. Each athlete will be evaluated on the following: Stunting, Jumps, Tumbling and Performance. Other factors considered for team placements are positions needed, individual athlete strengths, dedication to PA Starz, physical fitness and work ethic. Please refer to the "Season 13 Tryout Packet" for further details.

Team Placements will be announced on Saturday May 30, 2026, at Commitment Day which will take place at the main gym. You will have 24 hours to accept and pay a commitment fee of \$250, which can be used towards all fees upon the start of season.

Once placed on a team, athletes must maintain the skills that they demonstrated during tryouts. PA Starz staff retains the sole right to remove an athlete from any team or move the athlete to an alternate position if the athlete cannot perform the skills they performed at tryouts or does not show sufficient progress in technique and form during the season.

We ask that you trust our process and experience involving team placements. If an athlete has questions about their placement, they may reach out to [pastarzcheer@gmail.com](mailto:pastarzcheer@gmail.com) to request a meeting.

### **Practice & Attendance**

All Star Cheer is a team sport - *attendance is important*. Every athlete plays a specific role on the floor. There are no benches or substitutes, and the skill required to be a successful cheerleader takes a large amount of practice. For these reasons, we have a strict attendance policy.

**Elite Level** teams will practice roughly twice per week for a total of 4 to 6 hours. This may vary for Summit eligible teams.

**Prep Level** teams (level 1 tiny) will practice twice per week for 1-2 hours each; (level 1 mini) will practice twice per week for 2 hours each; (youth and above levels 1-2) will practice twice per week for 2 hours each.

**Half Year Prep** teams will practice 1 time per week for 1 to 1.5 hours.

**Full Year Novice** teams will practice 1-2 times per week for 1-2 hours.

**Half Year Novice** teams will practice 1 time per week for 1 hour.

Additional practices may be added to accommodate choreography or to prepare for competitions.

“Tech camps”: Tech camps are in-house camps that are run by the Athletic Director. The goal of these camps is to focus on the teams’ execution and technique of routine skills. These camps are approximately 3-4 hours long, and will occur twice a season. Attendance is mandatory and will result in an unexcused absence or dismissal with a \$500 fee if missed. A \$50 fee for these camps has been added to the performance package.

Power practices: Power Practices are all practices the week leading up to a competition. The athletes must wear their practice wear, or all black if they don’t have mandatory practice wear, competition hair, and competition lipstick. The goal of these practices is to get the athletes in a competitive mindset. Teams where there is mandatory practice wear (all full year teams) have the \$80 fee for this added into their performance package - price set forth below.

### **Concussion**

PA Starz will follow the general policies of Youth Heads Up program to ensure the safety of our athletes when the possibility of concussion exists.

- An athlete suspected of sustaining a concussion or head injury in a practice or competition shall be removed from competition at that time
- An athlete that has been removed from play may not return to play until the athlete is evaluated by a licensed health care provider trained in the evaluation and management of concussion and received written clearance to return to play from that health care provider.

### **Injuries**

If an injury occurs during practice or competition, the athlete must notify a coach immediately. In the case of a serious injury, the coaching staff at PA Starz will attempt to contact a parent/guardian immediately. If the staff cannot contact a parent/guardian, the staff will use their best judgement to ensure that the athlete receives proper medical attention.

Only participants that have a valid medical note will be given exemptions from normal practice expectations. Unless a medical professional specifically states that the athlete is not permitted to attend practice and is not permitted to do any physical activities, injured athletes are expected to attend practice. Injured athletes will focus on flexibility, strength, and specific skills that do not affect the injured area, can perform physical therapy treatments, and will learn any changes to the routines.

A written doctor’s release is required for the athlete to return to practice. Once the athlete is cleared, the PA Starz coaching staff will be the sole decision makers in determining when the athlete is ready to rejoin practices and participate in competitions. The safety of the injured athlete, the safety of the injured athletes’ teammates, and the best interest of the team will be the primary factors when the coaching staff makes decisions.

If an injury results in an absence of 2+ weeks or more, the coach may utilize another athlete to fill the spot of the injured athlete on the team. During this time the injured athlete will be made an alternate on the team. Please note: when the injured athlete is eligible for return, their spot on the team is not guaranteed. A meeting will be held with the Athletic Director and President to discuss a return to play plan and IF the injured athlete is taking the mat OR will continue as an alternate for the season.

### **Absences/Attendance Policy**

See the various policies related to attendance and absences below:

1. Attendance at all practices is mandatory. We will begin practice promptly at the start time. Athletes need to be ready: sneakers on, hair pulled up and out of your face, all jewelry removed, and bathroom used.

- a. Unexcused absences will be documented on your Sportsengine portal and a follow up email notification will be sent out.
  - b. After **two** (2) unexcused absences, a meeting will be held with the President and the Athletic Director, as well as the parents and athlete to discuss a commitment contract.
  - c. After earning a third (3) unexcused absence the athlete will be dismissed from the team. A \$500 dismissal fee will be charged.
2. Athletes **MUST** submit a pre-approval absence form **at least** (14) days in advance from the practice date(s) to be missed stating the reason for absence. Approval of an absence is at the discretion of the Athletic Director and the head coach. The form needs to be submitted via email to [pastarzcheer@gmail.com](mailto:pastarzcheer@gmail.com).
  3. Attendance at practices the **week prior** (leading up to) a competition are mandatory. There **will not** be excused absences approved for any other reason outside of serious illness. This includes ANY school functions, including concerts. The Athletic Director has sole discretion over approval of an absence during this time. A practice missed during this week will count as two unexcused absences if it is not approved, and may result in the athlete not competing.
  4. Attendance at Choreography Camps, Clean-Up Camps, and all "Tech" Camps is mandatory. Missing these for any reason will result in an unexcused absence and may result in dismissal where a \$500 fee will be charged.
  5. Please let coaches know if any vacations are already booked for June 2026 – May 2027. The deadline to notify coaches is May 17, 2026, and a pre-approval absence form must be completed.
  6. We realize emergencies may arise that are important: funeral, sudden death, family emergencies, and illness. Again, we must be notified in advance through a pre-approval absence form if possible, so that we can plan for those practices.
  7. School events: Athletes are making a large commitment to all members on their team. Each athlete holds a vital position and cannot be easily replaced at practice. If your athlete is unable to miss a school event, this will greatly interfere with their position/role on the team.
  8. Work, concerts, appointments, other social events, etc. will NOT be considered excused absences. These events should be scheduled around practice times and competitions.
  9. If an athlete was home sick from school, they should still plan to attend practice to watch or participate as much as possible. We understand in some cases (contagious illnesses) they may not be able to attend, however, you must contact your coaches prior to practice to figure out a plan of action.
  10. Injuries are NOT excusable absences. Athletes will be required to attend practice to watch. Coaches need a doctor's note stating limitations and time frame. If no doctor's note is provided, the athlete will be expected to participate for the entire practice.
  11. Athletes who cannot attend practice (excused or not) are responsible for all information missed.
  12. Tardiness: Athletes who arrive to practice 10 minutes or more late will be charged \$5 per 5 minute late fee. Athletes are only permitted in the gym 10 minutes prior to their practice time. Athletes who enter the gym prior to this will also be charged. Prior communication and approval by the head coach may excuse this charge.
- This will be applied to athletes who are early/late more than 3 times a season and will be billed through Sportsengine. A meeting with the parent and the President/Athletic Director will be held to notify the parent that this policy is in effect for their athlete prior to a charge occurring.

### Flyer Program

If your athlete's position is a "flyer" (a coach will confirm this) they MUST complete the PA Starz flyer program. This includes set homework that is sent to parents, or the athlete if age appropriate, to be completed in addition to other team related tasks. This homework will include a mixture of stretching and strengthening, and will be tailored to what your athlete needs to work on. The homework will need to be completed TWICE a week and a video (time lapse) will need to be sent to Nicole Chatfield (717-387-2880), or the head coach if Nicole is not available, for approval.

Should an athlete not complete the homework, consequences will be imposed. These consequences could range from an additional day being added to their at-home schedule to make up for the missed work, a 30 minute mandated private flying lesson, or removal of the position on the team.

To be considered for an elite team all flyers must have a: Front Stretch (both legs), Heel Stretch (both legs), arabesque (one leg required, both legs preferred), and working towards a scale or scorpion.

### Jewelry and Fingernails

No jewelry is to be worn at practices. NO EXCEPTIONS - as this is for the safety of the athletes. All piercings must be out by Labor Day 2026 - NOT TAPED. Jewelry Includes: Earrings, Rings, Necklaces, Tongue Rings, Nose Ring, Naval Piercings, Watches and Smart Watches.

Fingernails: Fingernails should be at an appropriate length (not much above the skin of the finger). Please keep fingernails trimmed.

### Financial Commitments

All participants must be willing and able to make the following financial commitments prior to joining PA Starz. If at any time there are temporary and isolated financial hardships, please let a board member know immediately as they will do their best to work with you and your situation to come up with an alternative plan.

### Monthly Tuition

Tuition is billed through Sportsengine on the 1<sup>st</sup> of each month and is due by the 5<sup>th</sup> of each month. If tuition is still not paid by the 10<sup>th</sup> of the month, the athlete will need to sit out at practice. The 1<sup>st</sup> time sitting will be a warning, the 2<sup>nd</sup> time will be considered an unexcused absence. After the 2<sup>nd</sup> unexcused absence per attendance policy, the athlete will be dismissed from the team. Upon dismissal from the team for ANY reason there will be a \$500 fee due.

<u>Team</u>	<u>Monthly Rate</u>
ALL Half Year Teams	\$75.00 (September-April)
Full Year - Novice, Prep & Elite (Levels 1,2)	\$100.00 (June-April)
Full Year - Elite (Levels 3,4,5)	\$125.00 (June- April)

\*Sibling Discount: 20% off lesser amount for each athlete

The monthly fee is based on a pre-set amount to cover the entire season. This means should the gym close for reasons out of PA Starz control such as: a natural disaster or state of emergency, monthly tuition will still be due as above. There is no pro-rated tuition.

**Monthly Performance Package Fee**

Performance Package is billed on the 15<sup>th</sup> of each month through Sportsengine and is due by the 20<sup>th</sup> of each month. If the performance package fee is still not paid by the 25<sup>th</sup> of the month, the athlete will need to sit at practice. The 1<sup>st</sup> time sitting will be a warning, the 2<sup>nd</sup> time will be considered an unexcused absence. After the 2nd unexcused absence per attendance policy, the athlete will be dismissed from the team. Upon dismissal from the team there will be a \$500 fee due.

Team Level	FULL YEAR Novice & Prep	FULL YEAR Elite Level 1,2	FULL YEAR Elite Level 3,4,5	HALF YEAR Novice	HALF YEAR Prep
Monthly Fee WITH Uniform	\$214.00	\$237.00	\$256.00	\$130.00	\$147.00
Monthly Fee NO Uniform	\$174.00	\$197.00	\$216.00	\$88.00	\$104.00

\*Performance Package Fee Includes: Music, Make-Up, Hair Accessories, Practice Wear (if applicable), Tech Camp (if applicable), Competition Fees, Choreography and Uniform (if applicable).

If a mesh piece is needed for any Seniors or crossovers it will be billed separately.

**Crossovers/Alternates**

Crossovers are athletes who perform fully with more than one team. An Alternate is an athlete who only takes the mat with a team if there is an injury or a need to replace an athlete on the team. Crossovers will be responsible for a portion of Music and Choreo fees, FULL Hair, FULL Make-up, and ALL comp fees for the second team. Alternates are responsible for FULL Hair, FULL Make-up, and ANY comps they attend as a crossover athlete. You will be charged \$30 extra per month for an alternate fee. When the time comes that your athlete takes the mat at a competition all funds paid up to that point will go towards those costs. Your alternate fee may increase depending on the number of times your athlete takes the mat at a competition. If no funds are used throughout the regular season they will then be applied towards your season end event costs.

Crossovers and alternates are expected to attend EVERY practice for both teams. If extra practices or gym time is added for one or more of their teams, they are expected to attend ALL events for both teams. EXCEPTION: Summit team crossovers and alternates only have to attend ONE class per week as mandated above.

### **Additional Fees not included in packages**

- USASF Membership Fees – each athlete must be a member of USASF to participate in allstar cheer at PA Starz. The membership fee to USASF is \$49. It is the responsibility for the parent/guardian to register and process the membership no later than July 31, 2026 unless the athlete is 18. The website can be found here: [www.usasf.net](http://www.usasf.net).
- Travel for competitions, including hotel stays if an overnight competition, is not factored into the pricing above. This includes Stay to Play events. If the competition is a Stay to Play event, parents MUST use the link provided to book a room. (See additional Stay to Play info below)
- Practice Wear (any color compression type shorts/form fitting tanks/sports bras/crop tops)
- White Cheer Shoes
- Low White Cut Socks
- Merch/Spirit Wear
- End of Season Events (Regional Summit/D2Summit) including registration, coaches fees and additional spirit/practice wear.
- Team Room: Parents may be responsible for any fees associated with obtaining a Team room for any 2-day event. If there is a fee for the team room it will be split evenly amongst all athletes attending. This can vary between \$40 - \$75 per athlete depending on the number attending.
- **Mandatory Classes:** All athletes who are placed on a summit eligible team must attend one class of their choosing per week at Pa Starz. Should this not occur disciplinary action will be taken in the following manner: verbal warning, written warning, a meeting with a commitment contract, dismissal with a \$500 fee imposed. Prior communication and approval by the head coach and/or an approved absence form would be an exception to this requirement. Crossovers/Alternates will only be expected to do ONE class per week.

### **Private Lessons**

PA Starz coaches offer private lessons for our athletes. This is one-on-one training that is tailored to your athlete. Each coach sets their own schedule and will communicate their availability to you directly. This is NOT mandatory and must be signed up for. Coaches will take athletes of ALL ages (3-18) and can do timeframes from 30-60 minutes. Multiple athletes can have a lesson with approval from all parents, however, the athletes should be working on similar skills and be of similar age. Lessons can be used for tumbling, stunting, jumps, and/or flying.

Payment should be made to the coach DIRECTLY. The pricing is as follows:

- 1 hour
  - 1 athlete - \$45
  - 2 athletes - \$55
  - 3 athletes - \$65
- 45 minutes
  - 1 athlete - \$38
  - 2 athletes - \$48
- 30 minutes
  - 1 athlete- \$35
  - 2 athletes - \$45

### **Defaulted Funds**

If an athlete quits, is released by the organization during the season, or chooses not to return to the program the following year, any funds in his/her SportsEngine account from advertising as well as any funds in his/her fundraiser

account will not be returned or refunded for any reason. These funds will not be transferred to another athlete unless it is a member of his/her immediate family (brother or sister). The funds will be added to the general account and used to benefit all athletes of the organization. Any performance package items not issued before the athlete quits or is released will then become the property of PA Starz and will not be issued.

### **Dismissal**

If an athlete is dismissed or quits a team, a \$500 fee will be assessed. This fee will be PER athlete, PER team; meaning if an athlete is crossover it would be a total fee of \$1,000. Any fundraiser credits on file can be used for this fee before the remaining balance goes to the general account. Dismissal is at the sole discretion of the Athletic Director and Board of Directors. An email to the parent/guardian setting forth any outstanding fees (tuition or merch) and a date of payment for the \$500 fee will be sent.

### **Competitions**

All competitions are mandatory. Competitions are what our athletes work hard for all season. Competition weekends are about our athletes and making sure they are prepared for success. The weekend schedule is structured to keep their head in the game, bond with their team, prepare for stellar performances, celebrate their successes and of course have fun. The athlete is required to attend all scheduled practices that are mandatory, meetings and any mandatory team function during competition weekend. Failure to attend a competition may result in removal from position in routine or removal from the team altogether in which case a \$500 fee would be applied.

Once the competition schedule is finalized, it will be shared with parents. This is usually no later than August 1, 2026. Competition schedules are always subject to change.

Athletes must attend the entire week of practice (starting Sunday) prior to a competition, or they may be removed from the routine for that event- this is at the discretion of the coaches. (See Attendance section for more details).

HALF Year Novice/Prep/Elite Teams: attend 3 competitions per season (4 to 6 hr radius)

Full Year Novice & Prep Teams: attend approximately 7 competitions per season & season end event (4 to 10 hr radius/ 1-3 will require overnight travel).

Elite Level 1,2 Teams: attend approximately 7 competitions per season & season end event (4 to 10 hr. radius/ 1-3 will require overnight travel/stay). May also include a venue practice on a Friday prior to a large competition.

Elite Level 3, 4, 5 Teams: attend approximately 7 competitions & D2 Summit (4 will require overnight travel/stay and 1-2 may require air travel). May also include a venue practice on a Friday prior to a large competition.

### **Competition Schedule**

Novice/Prep teams perform only 1 day (Friday or Saturday). Elite Teams perform both days at a 2-day competition. On occasion, there could be a mandatory Friday evening practice athletes will be expected to attend. Parents will be notified of the tentative schedule no later than the Thursday prior to the event.

### **Competition Day**

- Meet at a meeting spot that coaches will notify the day of the event at your given meet time.

- Failure to arrive on time to a competition may result in the athlete not competing as well as a meeting with the board. Tardiness at competitions will be tracked with frequent or significant tardiness leading to dismissal and the imposition of a \$500 fee.
- It is the responsibility of the parent/guardian to provide transportation to and from the competition.
- Athletes must have uniform on, hair and make-up, and glitter done by meet time.
- Teams will then go to warmups together.
- After teams perform, they will head back to the meeting spot for parents to pick up.
- Do **NOT** approach or speak to any judges and or competition event staff under any circumstance. If you have concerns or a problem arises concerning scores, format, etc. direct these to your coach. This can result in team disqualification and/or deductions and is strictly prohibited by not only PA Starz but the USASF as well. Parents are not permitted to call the Event Coordinators for any reason; this includes asking for competition times, directions, refunds, etc.

### **Competition Awards**

Coaches will let you know the day of the event and what time to meet for awards. All athletes must remain and attend for awards, unless a coach has given permission to leave. All athletes must be in full uniform for awards. No cell phones or personal belongings allowed at awards.

### **Competition Dress Code**

All athletes must be appropriately dressed when at a competition. This includes wearing a "cover-up" if an athlete is in a half top, having properly fitted clothing, and overall giving the impression of being put together. NO pajama pants, or slippers allowed to be worn on day of competition into the venue or to awards. We encourage all PA Starz athletes, families and fans to support every PA Starz team at the competition - this includes in physical presence and in branded merchandise. Performance score is a huge part of judging, so the athletes need as much support as they can get!

### **Overnight Rules**

Athletes are not permitted to swim or use hot tubs on the day of or evening prior to competition. Athletes are welcome to swim and use the hot tubs when competition weekend is officially over, and you've been released by your coach. Additionally, please be cautious of any activities that require excessive movement - sight seeing, out a stimulating event, etc. Please limit sun exposure and keep your athletes resting.

### **Stay To Play Events**

Stay to Play events are the events in which each parent must book a hotel using a specific link that is sent to PA Starz. You **MUST** list your athlete under the room booking to show as complying. If you choose to book elsewhere it is **YOUR** responsibility (not your coaches or PA Starz board) to find another parent to list your athlete's name under their hotel reservation. Non-compliance can result in your athlete being dismissed from the team. If PA Starz does not comply as an organization within the "Stay to Play" guidelines and the event producers find out that we do not comply, all awards and bids can and will be removed from the teams that were won at the competition. If you are found to be non-compliant with our Stay to Play rules there will be a \$200 fee added to your account that will be due upon return from the competition.

## **ORGANIZATION EXPECTATIONS**

Coaches, parents and athletes represent PA Starz when we travel to any competition, public event, and whenever gym apparel is worn in public and on social media settings. PA Starz staff takes the program's professional reputation very seriously and expects to be regarded as a respectful program with high standards, morals and ethics. We hope to form positive relationships with all other gyms, competition companies, and officials. All staff, parents, and athletes are expected to always display a high level of sportsmanship. Consequences can be imposed by the Board of Directors if this is not upheld.

### **Guardian Conduct**

1. Parents will respect the professional decisions of PA Starz staff. The Board of Directors has complete control over PA Starz, Inc. and will make all decisions (in conjunction with their staff members). The staff of PA Starz is highly qualified and knowledgeable in this field. Our decisions are final.
2. Parents/guests are not permitted to enter the gym for any reason during, before, or after practice, unless approved by the Athletic Director or head coach.
3. Parents will refrain from unproductive and poor behavior such as: (a) bad mouthing other athletes, coaches, or programs in a public setting, and (b) gossip amongst other parents, teammates, members, or staff members of PA Starz. We have worked hard to create a positive, rewarding environment at PA Starz. Therefore, inappropriate talk at the gym or outside of the gym will not be tolerated and will be dealt with immediately.
4. If there are any problems, concerns, or questions that may arise please bring it to the board DIRECTLY. We are ready and willing to hear all our members' concerns once you have taken a full 24 hours to think about your response to any incident you feel needs to be discussed. You may not approach a coach or another parent before, after or during practice or at a competition. You must schedule a meeting with coaches and Board Members via phone or through email: [pastarzcheer@gmail.com](mailto:pastarzcheer@gmail.com).
5. If there is something that you do not understand, questions or concerns, please respectfully bring them to the Head Coach's attention. We will not tolerate disrespectful behavior from athletes or parents. We need to work together to instill a positive working environment for all our athletes.
6. Parents may not ask questions pertaining to any other members of PA Starz.
7. Violation: Should the rules above not be adhered to, the Board of Directors will take appropriate action. This can include a meeting or as serious as dismissal of the athlete with a \$500 fee imposed.

### **Usage of PA Starz Names & Logos**

The name, logos and team names of PA Starz are the sole property of the owners of PA Starz. These cannot be used directly or indirectly to endorse third-party items or service. Anyone wishing to use the names, logos, team names, etc. must have the prior approval from the Board of Directors. Anything created without an owner's prior written approval will not be acceptable, and may not be worn, displayed, or sold. Failure to comply may lead to disciplinary action, including dismissal from PA Starz program without refund and/or legal action.

PA Starz reserves all rights and copyrights to the business name and logo. Any unauthorized use of the PA Starz name, logo and/or likeness is strictly prohibited. (a.) No athlete, parent, etc. under any circumstances is permitted to create, purchase, and/or design any apparel (clothing, bags, etc.) outside of the apparel sold through PA Starz, Inc. (b.) PA Starz gear will be available for purchase but will not be mandatory.

## **Sportsengine/GoMotion**

Sportsengine is the software platform that we use to manage all charges and payments, including registration for classes and clinics, etc. Each athlete will have their own Sportsengine portal showing fees due and payments made. We ask that each parent downloads the App. All information needed will be posted to this App.

## **Communication & Social Media**

### **Meetings**

Meetings and phone conversations with board or coaches may be requested at any time by emailing [pastarzcheer@gmail.com](mailto:pastarzcheer@gmail.com). Mid-Season “check in” meetings will be conducted each year around January-March. These meetings are not mandatory.

### **Social Media**

Social Media pages are one of the ways that you can get notifications, updates and information including weather closures, tryouts, classes and clinics and any other special events taking place that are open to the general public. PA Starz does have a private PA Starz Parents Facebook page. This is a private group for athlete’s parents or guardians that is administered by PA Starz Staff. Parents and Guardians may be removed from the page. Per USASF and Varsity policies and copyright laws, attendees are not permitted to live stream any competition on social media. You are permitted to take video and photographs without the use of flash photography.

Please be aware of the posts being made on social media, especially related to PA Starz or cheerleading. You are a reflection of the organization and we are role models.

### **Fundraising**

We offer several fundraising options throughout the season that you may participate in. All fundraisers are optional except for one mandatory fundraiser per season. During this mandatory fundraiser **no individual profit** will be assigned. The purpose of the mandatory fundraiser is to generate money used to purchase new equipment, bring in outside vendors, and to offset other costs of items for the gym. Monies can also potentially be used towards the annual showcase, end of season banquet, and/or donated to other non-profit organizations.

The mandatory fundraiser will be a “ticket sale,” where each person is required to sell a certain amount of tickets. The amount of tickets required will be assigned per athlete. If a family has multiple athletes a “family amount” will be established. Should a person sell more than is required, there may be an opportunity to earn funds in an individual account. Selling another athletes’ tickets is NOT selling additional.

Any profit you receive from individual fundraising may be used to help offset the cost of your performance package fees. Fundraising may not be used to cover tuition.

Each athlete will have an individual fundraising spreadsheet that they will be able to see how much profit they made from the fundraiser, along with the amount that will be applied to their performance package fee.

PA Starz does take 10% off all fundraisers and uses them to benefit all athletes in the organization. These funds are used to help purchase new equipment and gym events. Some of this money may also go to other charitable organizations.

All fundraiser forms will be posted in the News/Fundraiser section on Sportsengine, Social Feed on Sportsengine and PA Starz Parents Facebook Page.

When it is time to turn in the fundraiser, the Google Form (if an order was taken for items) must be completed and payment must be submitted by the deadline provided. Payment may be in the form of a check/money order (check must be from the athlete's family) or Venmo @pastarzcheer. We will not accept cash payment. If cash is turned in as a form of payment, parent/guardian will be contacted and will have 24 hours to provide a check/money order or pay via Venmo. If payment is not submitted by deadline, your fundraiser will not be placed.

**Return check fee:** If a check is returned, you will be charged a return fee of \$35 along with any processing fees from the bank. This will come out of your fundraising monies. If you do not have enough funds in the fundraising money, your Sports Engine card on file will be charged along with a 3% processing fee. You will no longer be allowed to write a check to the organization.

### **Sponsorships/Advertising**

Each athlete can reach out to any business and seek sponsorships or advertising spots. We will have a letter available that you may send out asking for sponsorships/advertising along with a form that can be returned to us. Throughout the season we will showcase all our sponsors including an invite to our annual showcase where they will be recognized, and certain levels will receive plaques/certificates/t-shirts and an invite to our end of season banquet.

Sponsorship funds may be used towards your monthly performance package fees and advertising spots funds may be used towards monthly tuition. For advertising there is a maximum amount you may receive, and that is \$599.

Donations are accepted from June 15-September 30.

### **Returned Funds**

If an event/competition is cancelled or postponed due to unforeseen circumstances out of PA Starz control, any competition fees paid for that event will be credited towards your fees due next season. If you are not returning the following season, credits will be issued back as listed below. All refunds/credits will be issued AFTER they are refunded from the event producer to our organization.

- a. If you paid out of pocket for competition fees then you will be refunded via a check issued by mail.
- b. If you fundraise for competition fees then you will forfeit those fees to the general fund of the gym to be used for equipment, etc. which will benefit all athletes.
- c. Any credits issued may not be transferred to another athlete unless it is a direct family member (i.e., sister, brother) and request is received in writing.

### **Rewards Points**

PA Starz awards "points" based on different actions such as: attending classes, sharing items on social media, being a top fundraiser, etc. A full list of how to earn points can be found in the News Center on Sportsengine. The list is updated to reflect various ways to earn points.

The points can be redeemed for items such as: a free class, merchandise, a free clinic, etc. This list is also in Sportsengine.

Your athlete's points will be tracked on their individual fundraising sheet. Please email [pastarzcheer@gmail.com](mailto:pastarzcheer@gmail.com) to redeem the points.