

Casper Figure Skating Club Handbook

2026-2027



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Casper Figure Skating Club Handbook

The Casper Figure Skating Club (CFSC) Board of Directors welcomes you to the skating season! Whether you are returning or joining us for the first time, we are excited to have you as part of our club.

This handbook contains important information about club policies, programs, expectations, and resources to help you and your skater navigate the season. We encourage you to review it carefully and refer to it throughout the year. If you have any questions, please don't hesitate to ask a member of the Board of Directors.

MISSION

The Casper Figure Skating Club (CFSC) is a nonprofit, volunteer organization dedicated to promoting the sport of figure skating and fostering a positive, inclusive environment where skaters of all ages and abilities can learn, grow, and thrive.

As a member club of U.S. Figure Skating, CFSC supports athlete development through skating programs, showcases, exhibitions, and competitions while engaging the community through outreach events and public skating opportunities.

Since 1978, CFSC has proudly served the Casper community by providing opportunities for skaters of all ages and skill levels to participate in figure skating. We are committed to providing a welcoming, family-oriented environment where skaters can have fun, build confidence, develop their skills, and demonstrate good sportsmanship both on and off the ice.

CFSC 2023-2024 Board Members

<u>Position</u>	<u>Name</u>	<u>Email</u>	<u>Phone</u>	<u>Term Ends</u>
President	Stacy Arbanasin	arbanasin.stacy@gmail.com	303-495-9759	May 2027
V. President	Jen White	mybunnygirl@live.com	520-975-0768	May 2027
Treasurer	Shelby Alsgaard	shelbyalsgaard@gmail.com	701-527-1790	May 2027
Secretary	Stacey Pfielsticker	casperhaulingllc@gmail.com	307-258-8255	May 2027
Members at Large	Jill Fay	jillybeanwyo@hotmail.com	507-258-7921	May 2027
	Amber Meaney	ber1219@gmail.com	720-933-0426	May 2027
	Ciera	cierasivertson@gmail.com	307-441-0285	May 2027
	Christopherson			
Coach Liaison	Shelby Andress	slaandress@msn.com	307-262-0691	
LTS Director	Christina Kostelc	cakannie@gmail.com	307-231-1749	

Calendar of a Typical Season

July	1 st - beginning of the new membership year. Be sure to renew your membership right away if you are attending competitions or camps over the summer.
August	Register for Sunday classes Make sure your skates fit. Get them sharpened.
September	Classes start
October	Show/Recital rehearsals start Cookie Dough Fundraiser
November	Advent Calendar Fundraiser
December	Ice Show
January	National Skating Month!
February	Casper Invitational!
March	Nominations for upcoming board vacancies are accepted
April	Annual membership meeting to elect new board members Recital
May	Awards & End of Season
June	1 st - New board members take office. Coaching credential renewal month Memberships can be submitted for the next season any time this month

Member benefits and privileges

Membership in the Casper Figure Skating Club provides the opportunity to:

- Participate in CFSC-sponsored skating sessions, classes, exhibitions, showcases, and club activities, as eligible.
- Represent Casper Figure Skating Club while participating in U.S. Figure Skating and Learn to Skate USA activities with the appropriate national membership.
- Participate in club fundraising, volunteer opportunities, and social events.
- Receive recognition for skating milestones and accomplishments through club awards and certificates.
- Vote in Club elections at the Annual Membership Meeting, if eligible under the Club Bylaws.

U.S. Figure Skating Membership

Privileges

A U.S. Figure Skating membership provides eligible skaters with the opportunity to:

- Progress through the U.S. Figure Skating testing structure by participating in approved test sessions.
- Compete in U.S. Figure Skating sanctioned competitions.
- Participate in qualifying and nonqualifying U.S. Figure Skating events, as eligible.
- Represent Casper Figure Skating Club at local, regional, sectional, national, and international events, as qualified.
- Participate in sanctioned exhibitions, showcases, and other U.S. Figure Skating programs.
- Pursue advancement through the U.S. Figure Skating competitive pathway, including opportunities to qualify for national, international, and Olympic competition.

Benefits

U.S. Figure Skating members also receive benefits provided by U.S. Figure Skating, including:

- Digital membership credentials.
- A subscription to *SKATING* magazine.
- Secondary sports accident insurance coverage, subject to the terms of the U.S. Figure Skating policy.
- Certificates of accomplishment for passing proficiency tests and placing at qualifying competitions.
- Special offers and discounts from participating U.S. Figure Skating partners.

Learn to Skate USA Membership

Privileges

A Learn to Skate USA membership provides eligible skaters with the opportunity to:

- Participate in a nationally recognized skating program endorsed by U.S. Figure Skating, USA Hockey, and US Speedskating.
- Learn through a progressive curriculum designed for skaters of all ages and abilities.
- Receive instruction from Learn to Skate USA certified and background-screened instructors.
- Participate in Learn to Skate USA classes, approved competitions, exhibitions, performances, and other Learn to Skate USA activities, as eligible.
- Build a strong skating foundation and progress toward U.S. Figure Skating testing and competitive opportunities.

Benefits

Learn to Skate USA members also receive benefits provided by Learn to Skate USA, including:

- A Learn to Skate USA welcome packet with a skater record book to track progress and **Learn to Skate USA® The Magazine**.
- Access to the Learn to Skate USA mobile app to track progress, log practice sessions, earn badges, and access skill resources.
- Secondary sports accident insurance coverage, subject to the terms of the Learn to Skate USA policy.
- Educational resources and communications for skaters and parents throughout the membership year.

FUNDRAISING

CFSC members are required to participate in the Club's fundraising activities or choose the fundraising buyout option during registration.

Each skater is required to raise **\$150** through CFSC fundraising activities during the membership year. The total fundraising requirement is **capped at \$300 per household**, regardless of the number of skaters. Household members must reside at the same address.

Any unmet fundraising balance will be invoiced at the conclusion of the fundraising period.

Typical Fundraising Opportunities

Fundraising opportunities may vary from year to year but typically include:

- **October:** Cookie Dough Fundraiser
- **November:** Advent Calendar Fundraiser
- **December or April:** Ice Show/Recital Sponsorships and Raffle (*timing varies based on the Ice Show and Recital schedule*)
- **February:** Casper Invitational Competition Raffles
- **March/April:** Ice Show Ticket Sales and Program Advertising

Volunteering

The Casper Figure Skating Club relies on the dedication of its members and families to provide successful programs, competitions, exhibitions, and special events throughout the season.

Each family is required to complete **three (3) volunteer hours** during the membership year or choose the **\$300 volunteer opt-out option** during registration. **Current members of the CFSC Board of Directors are considered to have fulfilled the volunteer requirement through their service to the Club.**

Some volunteer positions require **U.S. Figure Skating SkateSafe compliance**, including SafeSport training and any required background screening. Members serving in these roles must complete all applicable requirements before volunteering.

Volunteer opportunities may include:

- Assisting with club fundraising activities
- Helping with event setup and tear-down
- Assisting with Ice Show and exhibition preparations
- Serving as locker room monitors for shows and competitions (SkateSafe verification required)
- Assisting with the Casper Invitational competition, including runner and registration table duties
- Assisting with skate swaps and other club events

Volunteer sign-up opportunities will be provided throughout the membership year.

ICE SHOW INFORMATION

The Casper Figure Skating Club hosts an annual ice show. Depending on the season, the show may be held during the holiday season or in the spring. All skaters are encouraged to participate.

The annual ice show is an opportunity for skaters to showcase the skills they have developed throughout the season while performing for family, friends, and the community. For many skaters, participating in the ice show becomes one of the most memorable and rewarding experiences of their skating journey.

Ice Show Participation Fees

Participation fees help offset the cost of costumes, ice time, coaching, and production expenses associated with the annual ice show.

- **Casper Figure Skating Club Members:** No additional participation fee.
- **Learn to Skate USA Members through CFSC: \$100 per skater.** Includes costume rental, ice time, and coach instruction.
- **Members of Another U.S. Figure Skating Club: \$100 per skater.** Group numbers only. Includes costume rental, ice time, and coach instruction. A current Letter of Good Standing from the skater's home club is required.
- **New Learn to Skate Participants** (*such as skaters enrolled through the City of Casper Learn to Skate program*): **\$125 per skater.** Includes Learn to Skate USA membership, costume rental, ice time, and coach instruction. Skaters will participate in the group number unless they are working with a private coach.

Note: Ice show participation fees are reviewed annually and approved by the CFSC Board of Directors. Fees are subject to change based on program and production costs.

Ice Show Solos, Duets, and Small Groups

Eligible skaters may request to perform a solo, duet, or small group number in the annual ice show. Participation is subject to available ice time and approval by the Club.

Solo Eligibility

To be eligible to request a solo, a skater must:

- Be a Casper Figure Skating Club member or a Learn to Skate USA member through CFSC.
- Receive private instruction from a private coach.
- Have completed a minimum of four (4) private lessons with their coach before requesting a solo.

The Club may make exceptions to these eligibility requirements at the discretion of the Board of Directors when ice show scheduling and available performance time allow.

Solo Selection

If the number of solo requests exceeds the available performance time, priority will be given in the following order:

1. Senior Spotlight skaters.
2. Skaters who competed during the current competition season (or the previous competition season for a December ice show).
 - Exceptions may be made due to illness, injury, or financial hardship. To protect the skater's privacy, these exceptions will be determined jointly by the skater's private coach and the Club President.
3. Skaters demonstrating the highest level of skating proficiency, as determined by the most difficult element they can successfully perform.

If additional prioritization is necessary, the following criteria will be used:

1. Highest U.S. Figure Skating Free Skate test passed.

2. Highest U.S. Figure Skating Moves in the Field test passed.

Duets and Small Groups

Skaters who choose to perform in a duet or small group in place of a solo forfeit their solo performance opportunity for that year's ice show.

Performance Requirements

Solo programs should follow the current U.S. Figure Skating time limits for the skater's competitive level. Duets and small groups should follow the current U.S. Figure Skating Showcase event time limits.

Request Process

Solo requests must be submitted through the skater's private coach.

Recital

The Casper Figure Skating Club hosts an annual recital. Depending on the season schedule established by the Club, the recital may be held at various times throughout the membership year.

Unlike the annual ice show, a recital does not include themed production numbers, props, or elaborate staging. Instead, skaters have the opportunity to perform a favorite competition program or another program they have prepared with their private coach. Subject to scheduling and available ice time, skaters may also perform a duet or trio choreographed with their private coach.

To allow as many skaters as possible to participate, each skater is limited to one performance. Costume changes will not be accommodated during the recital.

U.S. Figure Skating SkateSafe Program

U.S. Figure Skating is committed to providing a safe environment for all participants that is free from abuse, misconduct, harassment, and discrimination. U.S. Figure Skating does not tolerate any form of misconduct involving athletes, coaches, officials, directors, employees, parents, volunteers, or other participants in activities conducted under the auspices of U.S. Figure Skating.

The U.S. Figure Skating SkateSafe Program addresses the following types of misconduct:

- Sexual misconduct
- Physical misconduct
- Emotional misconduct
- Bullying, threats, and harassment
- Hazing
- Willfully tolerating misconduct

Anyone, regardless of U.S. Figure Skating membership status, is encouraged to report suspected SkateSafe violations.

To report a SkateSafe concern:

- **Email:** skatesafe@usfigureskating.org
- **Phone:** (719) 635-5200

The U.S. Center for SafeSport offers a variety of educational courses for coaches, athletes, parents, volunteers, and other participants. CFSC members may access available training through the U.S. Figure Skating Members Only portal. Non-members may also create an account to access available SafeSport training resources.

All adult CFSC members are encouraged to complete SkateSafe training. Members interested in volunteering in positions that require SkateSafe compliance should also complete any required background screening as early as possible. Certain volunteer roles, including locker room monitors and other designated positions, require current SkateSafe training and, when applicable, a current background check.

CFSC expects all members, parents, coaches, volunteers, and spectators to help maintain a safe, respectful, and inclusive environment for every skater.

For additional information about the SkateSafe Program, SafeSport training, and reporting procedures, please visit the U.S. Figure Skating website.

CFSC Member Code of Conduct

The Casper Figure Skating Club (CFSC) is committed to creating a safe and positive environment that supports the physical, emotional, and social development of its members while promoting an environment free from misconduct. All CFSC members are expected to adhere to the following Code of Conduct:

1. I will encourage good sportsmanship through my actions by demonstrating positive support for all skaters, coaches, officials, volunteers, and fellow members at every practice, competition, test session, and club event.
2. I will place the emotional and physical well-being of skaters ahead of the desire to win.
3. I will encourage skaters to maintain a safe and healthy environment by treating others with respect and courtesy.
4. I will promptly inform my or my child's coach of any physical or mental condition that may affect my or my child's safety or the safety of others.
5. I will remember that doing my best is more important than winning.
6. I will not ridicule, bully, blame, or yell at skaters, coaches, officials, volunteers, or others in

- response to a poor performance or for any other reason.
7. I will do my best to make skating fun at all times and remember that everyone participates in the sport for their own enjoyment and satisfaction.
 8. I will treat other skaters, coaches, officials, volunteers, spectators, and rink staff with respect, regardless of race, creed, color, sexual orientation, or ability. I will also report any acts of bullying, harassment, or abuse through the appropriate reporting channels.
 9. I will applaud effort in both victory and defeat, emphasizing positive accomplishments and learning from mistakes.
 10. I will resolve conflicts calmly and peacefully without resorting to hostility or violence.
 11. I will be a positive role model.
 12. I will help promote a figure skating environment free from illegal drug and alcohol abuse and agree that I will not use or provide to any third party any illegal drug prohibited by applicable federal, state, or local law.
 13. I will not assist or condone any athlete's use of a banned substance as described by the International Olympic Committee (IOC), International Skating Union (ISU), United States Olympic & Paralympic Committee (USOPC), or U.S. Figure Skating, nor refuse to submit to properly conducted drug testing administered by one of these organizations when applicable.
 14. I will expect my (or my child's) coach to remain in compliance with all requirements of U.S. Figure Skating and the Professional Skaters Association (PSA) and to continue their education and training through programs offered by these and other accredited organizations.
 15. I will respect coaches and refrain from "sideline coaching" my child or other skaters.
 16. I will respect the authority and decisions of officials during competitions and test sessions and encourage others to do the same.
 17. I will show appreciation for the contributions of volunteers and club officials and fulfill my responsibilities to assist the Club through membership activities, fundraising, special projects, competitions, and test sessions.
 18. I agree to report any SkateSafe or Code of Conduct violations that I observe to the appropriate entity or authority.
 19. I will become familiar with and follow the rules, policies, and requirements of the Casper Figure Skating Club and U.S. Figure Skating.
 20. I will support and respect all skaters and their right to participate in a safe, positive, and inclusive environment.

CFSC Skater Code of Conduct

The CFSC Skater Code of Conduct has been established to help ensure the safety of all participants using club ice and to provide quality practice time for all home club members, associate members, non-members, and guests who purchase ice from the Club or participate in Club-sponsored activities.

1. All skaters, regardless of whether they are home club members, associate members, non-members, or guests, are expected to follow and uphold the provisions of this Skater Code of Conduct both on and off the ice. All participants are expected to demonstrate good sportsmanship and treat fellow skaters, coaches, parents/guardians, U.S. Figure Skating officials, volunteers, rink staff, and guests with courtesy and respect.
2. The Casper Figure Skating Club is committed to promoting a positive, safe, and welcoming environment for all skaters. Remember the Golden Rule: **Treat others the way you would like to be treated—with kindness, courtesy, and respect**

Ice Etiquette and Safety

While participating in lessons or practice sessions, skaters are responsible for remaining aware of their surroundings and skating in a safe and courteous manner.

1. Skaters must remain aware of other skaters on the ice at all times.
2. Skaters should skate with the general flow of traffic and become familiar with the commonly used areas for jumps and spins.
3. A skater performing a program to music has the right-of-way. When another skater's music begins, please extend them the courtesy of moving out of their path whenever possible. This only takes a moment, and you can expect the same courtesy when skating your own program.
4. Advanced skaters are expected to demonstrate patience and courtesy toward beginner skaters. Remember, every experienced skater was once a beginner, and it takes time for new skaters to become comfortable sharing the ice with skaters of all ability levels.
5. Unsafe, reckless, or discourteous behavior will not be tolerated.

Contact Information and Websites

U.S. Figure Skating:

[U.S. Figure Skating - Official Athletics Website, Team USA, Events](https://www.usfigure skating.com/)

Learn-to-Skate USA

www.LearntoSkateUSA.com

Casper Figure Skating Club

www.casperfsc.org

Club Jackets & Shirts

Bear Creek Originals

219 N. Yellowstone Hwy
Glendo, WY 82213
(307) 735-4152
www.bearcreekoriginals.com

Casper Ice Arena:

307-235-8484
www.casperwy.gov

Private Coaches

<u>Name</u>	<u>phone</u>	<u>accepting new students?</u>
Shelby Andress	307-262-0691	yes
Aleece Durbin	218-289-5179	no
Christina Kostelc	307-231-1749	yes
Ann Baharie		no
Abby Reeder	307-259-7281	no
Annie Saul	307-215-4023	no
Nikki Baharie	951-818-6328	no
Hazel Neubauer		no
Kayenta Bennett		

Coach bios can be found on the CFSC bulletin board at the rink or at www.casperfsc.org

