



WICHITA FALLS WILDCATS HOCKEY CLUB

Billet Information Packet

A NOTE FROM THE ORGANIZATION:

Welcome to the Wichita Falls Wildcats! As we embark on another season and expectations run high, we thank you for offering to be part of our team. The billet family is an integral part of our organization, and without your efforts, our club would not be successful!

The Wichita Falls Wildcats are a team comprised of sixteen to twenty-year-old hockey players from various cities in the United States and other countries. The players are at an elite skill level that gives them opportunity for promotion if properly developed. While the primary focus of our organization is to develop the players for advancement to collegiate or higher levels of play, we also have an associated goal. That goal is not just to develop successful hockey players but to build and instill the character that produces a group of successful men.

A vital factor in accomplishing that goal is assigning players to billet families who serve as authority figures, role models, and extended family to their assigned player. The efforts of the billet families make a significant difference in the lives of the young men who have left their homes and families to pursue a dream. In our past experience we've seen players show dramatic changes in their confidence level, grade point averages, social graces, behavior, work ethic, relationship to others, and so much more. The benefit derived from placing the players with billet families is truly immeasurable.

The management and staff of the Wichita Falls Wildcats greatly appreciate your consideration of serving as a billet family for the upcoming season. The information on the following pages documents the benefits and responsibilities involved in serving as a billet family. Closer to the start of the season, each billet family will be provided with the "Rules and Regulations" section of the player's contract to ensure that they know exactly what we're expecting of our players during their time with us.

Thank you for taking the time to read the following information and considering the opportunity to change the life of a young man. Please feel free to contact our Billet Coordinators Julie and Mark Bruce if you have questions or need further information. After reviewing the information, if you want to pursue the possibility of billeting a player, please complete the two forms that are included in this information and submit them to Wichita Falls Wildcats either by fax or by mail.

Again, thank you for considering serving as a Wichita Falls Wildcats billet family.

Sincerely,

Roy Davoult
Owner

A NOTE FROM THE BILLET COORDINATOR:

The billet family in hockey is rich with tradition and plays a key role in the development and success of the player. It involves billet families (billets) who open their homes to out-of-town, out-of-state or out-of-country players and provide an opportunity for these young men to pursue the next step in their developing careers. The billet program also enables these student-athletes to complete their high-school educations, take college preparatory classes or work part-time.

Your responsibilities will begin mid-August when the players arrive for training camp and will last through mid-May of 2012. We generally have only two breaks when players return home – Thanksgiving and Christmas. Players will also be absent during NAHL tournament events and away games. These breaks are dependent upon the NAHL game schedule, which we hope to have finalized and distributed by the end of July.

In addition to the schedule, the Wildcats will provide you with the Billet Family Conduct and Expectations, a game schedule with both home and away games and tournaments, a Personal Information Sheet, which will provide you with important data about your player, and a Billet Contact List, with names, addresses, emails, and phone numbers of all the players and billets.

Below is a summary of information families interested in billeting a player from the Wichita Falls Wildcats need to know before deciding to commit to the experience:

1. Your player will need to have his own room. Down time and privacy are paramount to his mental and physical well-being.
2. A monthly stipend will be given to you monthly to help cover your player's grocery expenses. Your monthly food bill will increase quite a bit as it will be your responsibility to make sure the player's nourishment is provided for. (The player and his family are responsible for covering his own personal needs.) **Please be aware that players have a large food requirement because of the physical demands of junior hockey.**
3. If you are asked to billet a high school age player, we will enroll him in the High School. High school players will attend school in the mornings. College players either attend classes at the local community college or take classes on-line.
4. Your player may want to bring his own car to town to drive. If he does not have a car, your player will carpool with another player/other players in the vicinity. (This would include transportation to and from school, practice, games, etc.)
5. Although you are not the player's parent, you will need to set rules and expectations for him to follow while he's living in your home. The player must respect your house rules and be accountable if he doesn't follow them. Likewise, he needs to follow the code of conduct set forth by the coaches for the team. (That information will be provided to you at a later date.)
6. You will receive two season tickets, a discount on team merchandise, the aforementioned stipend and other benefits as "payment" for billeting a player or players. **The greatest rewards of our course are the intangible ones! All of our billet families will tell you that their lives and the lives of their family members have been enriched because of the relationship they've established with players and their families.**

While the billet experience is, for the most part, a positive and enriching one, occasionally the situation does

arise where the player/family match does not work out. Sometimes chemistry or expectations might be lacking, which results in a relationship that cannot continue in a positive manner for one or both parties involved. In that event, the Wichita Falls Wildcats will do whatever we can to make the necessary changes so that the player, his parents, and the billet family are happy and comfortable with their arrangements. Please feel free to contact me with any concerns.

Please consider the above information, and if you are still interested in billeting a player, we can schedule an interview. Be aware that your entire family would need to be present for the interview and following the interview the Wichita Falls Wildcats would do a background check on all adults living in the home.

Give me a call when you can if you have any questions or would like to move forward with being a billet family. Thank you again for your interest!

Sincerely,

Julie and Mark Bruce
Wichita Falls Wildcats Billet Coordinator
Phone: 940-691-8923
Cell: 940-733-3330
Email: Julie-Bruce@hotmail.com

Billet Family Information

Conduct and Expectations

I. Billet Family Stipend / Benefits

A) **Payment-** families who host a player will be paid a stipend of \$250.00 per month for each player that they house.

B) **Season Tickets-** Two season tickets will be provided to each billet family for admission to all Wichita Falls Wildcats home games.

C) **Discounted Merchandise-**15% discount on Wichita Falls Wildcats merchandise.

D) **Other Benefits-**Billet families may receive other various gifts and benefits from time to time related to the Wichita Falls Wildcats hockey team.

II. What the Billet Family Provides

A) **Room-** Billet families provide a private bedroom for the player. Players should not be housed in a room with younger members of the billet family. The billet home should be clean and organized.

B) **Board-** Basic meals and general toiletries including shampoo, toothpaste, soap, etc. are provided for the players by the billet family

C) **Monitoring of Behavior-** Billet families assist the Wichita Falls Wildcats management by ensuring that each player complies with the Wichita Falls Wildcats Rules and Regulations. In addition, billet families may impose additional rules to fit their lifestyle.

D) **Internet Access-** Billet families are responsible to provide internet access to the player.

III. Things the Billet Family Does Not Provide

A) **Unlimited Food-** Billet families are not responsible for supplying an unlimited amount of food or snacks nor are they expected to provide meals in an erratic schedule. Players must eat what is considered to be a reasonable menu and should conform to the meal schedule of the billet family.

B) **Non-Essential Items-** The purchase of non-essential items by the players is not financial responsibility of the billet families. Players must provide for those items which include things as cologne, magazines, medications, etc.

C) **Transportation-** Players are required to provide for their own transportation. However if a billet family chooses to provide transportation, it is highly recommended that the player is not allowed to drive a billet family vehicle. If a player is allowed to drive a billet family vehicle, the family should verify insurance coverage for the player with their insurance agency in advance.

D) **Long Distance Telephone-** Players are prohibited from using the billet family telephone for long distance calls. Each player must utilize a personal cell phone or provide a calling card if using a billet family phone for long distance purposes.

E) **Electronics-** Billet families are not required to place televisions, telephones, stereos, computers, or any other electronics equipment in the player's room. If the family has a television in that room and wishes to leave it there for the player's use, that is appropriate, however, it is not required.

IV. Housing

A) **Arrival**— Each year players will arrive in mid-August at a date dependant upon the preseason practice required to prepare for the game schedule. This also allows sufficient time for high school and college student enrollment. Billet compensation begins for the first full month of the player's residency.

B) **Breaks**— The breaks are dependent on the NAHL game schedule and usually only allows players to return to their parent's home twice during the season. The first is over the Thanksgiving break with the second during mid-December. That break goes just before the new year.

C) **Billet Family Absences**— Players shall not be left alone without adult supervision overnight. If a billet family has vacation plans that will result in an overnight absence, the Billet Coordinator will place their player in temporary housing until the billet family returns and inform the Head Coach and the Organization of the temporary change.

D) **Female Visitors**—Girlfriends or female companions shall not be permitted to stay overnight in the billet home when visiting a player. Players shall not be allowed to reside with girlfriends or female companions at other homes or other accommodations.

D) **Departure**— Housing continues through the end of the season which may last through April. Some high school or college students may request housing through the end of the year. Agreement to a house a player for that extended time will be verified with the billet family before they take a student player into their home. Compensation for families after the end of the season must be agreed upon between the parent and the billet family. The Wildcats will not collect or disburse funds for periods outside the hockey season.

V. Billet Family Changes

A) **Roster Changes**- The Wichita Falls Wildcats roster may change throughout the year due to player trades, cuts, injury, or other unforeseen circumstances. In those cases, the player will be removed from the billet family home within 48 hours of notification of the roster change. The billet family will be notified of any changes by the Assistant Coach, who will discuss the possibility of housing a placement player in the home.

B) **Billet Family Requests**— The Wichita Falls Wildcats management puts great effort into placing players in the homes of families with which they will be compatible. As a result, no problems are anticipated once the players and families have had time to adjust to one another. However, there may be times when a player and his billet family are simply not compatible by no fault of the individuals themselves. In addition, there are situations where the Billet family's lifestyle may have an unexpected change. At those times, the billet family simply contacts the Billet Coordinator and the Assistant Coach to remove the player from their home and/or arrange a player change.

VI. Billet Family Information

A) **Background Checks**. The Wichita Falls Wildcats are required to conduct background checks on all adults living in a billet family home. The adults will be asked to fill out a Screening Release Form. That information is then compared with a government database to ensure that the players are placed in a safe environment. All information obtained during this process will remain strictly confidential between the Wichita Falls Wildcats management and the adults within the billet family home. No additional information or effort beyond completion of the Screening Release Form is required on the part of the billet family to finalize the background check.

B) **Family Information**. In order to place the most compatible player with each billet family, both the player and the family submit information forms to the Wichita Falls Wildcats Assistant Coach. As player selections are made, the forms are compared to find the player most suitable for each billet family home. In most cases, the players will not come from identical backgrounds as those of the billet family but will come from compatible situations which results in limited adjustment for the players and the families.

VII. Drug and Alcohol Use

- A) No illicit drugs may be provided to or used around any player.
- B) No prescription drug may be provided to any player unless prescribed by a doctor.
- C) No alcohol may be provided to any player.

VIII. General Conduct and Consequences

A) Billet families should provide each player with a positive experience during the player's stay in Wichita Falls. In the event there are issues that arise regarding a person other than the player that affects the player or living situation, please contact the Billet Coordinator immediately. Please do not discuss such matters with the players.

B) Behavior deemed inappropriate and/or in violation of this Conduct and Expectations agreement will be subject to review by the Wildcats president and/or head coach and subject to appropriate discipline up to and including losing billet home status.

IX. Miscellaneous Information

A) **High School Age Students-** If the Wichita Falls Wildcats takes a high school age student, we are required by the school district to have the billet family take guardianship of that player during the season. The guardianship is simply for entry into school only and does not subject the family to any legal liability.

B) **Curfew Calls** –All players are required to call the Assistant Coach before curfew every evening. Those calls are required to be made from the billet family home telephone. If you do not have a home telephone, please indicate the phone from which the call will be made. Any requested change in curfew must be approved by either the President or Head Coach. Billet families shall be notified by the Billet Coordinator or Head Coach of any curfew changes

C) **Reference Checks-** The Wichita Falls Wildcats does request character references for all players before they are selected for the team. In most cases, we are able through this process, to determine the behavior of the player in advance. No players who are deemed to be a behavior risk are rostered with the team. If at any time, a player is determined to be a behavior problem, he is immediately released from the team and removed from the billet home.

D) **Discussion Items for the Billet Family and Player.** Each house will have different arrangements for the player. Some will provide bed linens while others will not. Some provide access to a family computer while others do not. Parking arrangements will also vary for each residence. Some families have specific meal times while others are more sporadic. Families and players should discuss these types of issues before the player's arrival.

E) **Communication** – In addition to keeping communication open between you and your player and between you and the Organization, talking with the player's parents is vital. Continual contact and communication with your player's parents is highly encouraged. Communication is important!

X. Player / Billet Family Introductions

Information regarding the player will be provided to the billet family prior to his arrival. This usually occurs approximately 2 to 3 weeks before his arrival. The player and family are encouraged to talk by phone or communicate via email to discuss arrival times and other issues (for example, some players may question whether they need their own linens or if those are provided by the family. Others may want to know if a television is in their room or if you feel it would be appropriate for them to bring one, etc.) Personal introductions are made in the opening weekend which is in mid-August.

XI. Applying to House a Player

Families interested in housing a player or players for the upcoming season should email Julie and Mark at julie-bruce@hotmail.com or reach them at 940-691-8923 or 940-733-3330. We ask that all interested families fill out a Billet Application Form and a Screening Information sheet.

We hope that by providing this Billet Package to you, the rules of conduct expected from the billet and the

players both at the arena and off the ice will be clearly outlined. The balance of the information in this package is simply provided in an effort to make the billet experience a positive one while you provide the rich, nurturing environment for the players of our club.

Billet families are also expected to behave in a way that is conducive to promoting a positive and moral example. If you have any questions regarding the contents of this package or issues surrounding the billeting process, don't hesitate to contact the Billet Coordinator.

Billet Parent (s) Signature

Date

Billet Parent(s) Signature

Date

Billet Coordinator Signature

Date

Coach Signature

Date

President Signature

Date