



April 2009

INFORMATION FOR TRACK & FIELD COACH (Technical Guidelines and Operations Procedures)

MEMORANDUM

TO: FHSAA Representatives, Athletic Directors, Track and Field Coaches for Schools
Qualifying for FHSAA State Track and Field Finals

FROM: M. Denarvise Thornton, Assoc. Executive Director of Athletic Operations
Shanell L. Young, Director of Athletics

SUBJECT: **General Information for 2008-09 State Track & Field Championship Meets**

Class A	May 1	(Friday)	Class 3A	May 8	(Friday)
Class 2A	May 2	(Saturday)	Class 4A	May 9	(Saturday)

Site: Winter Park High School (Winter Park, FL)
Hotel Information Website: www.fhsaa.org/tr
(District / Region / State Results Website: www.fhsaa.org)

<u>FHSAA Track Director:</u>	Shanell Young	<u>Meet Referee:</u>	Will Booth
<u>Meet Director:</u>	John Hemmer	<u>Timer/Technician:</u>	Scott Peters- Half Mile Timing
<u>Assistant Director:</u>	Bill Wilson		

Admission: \$8.00
Gates Open: 9:00 A.M.

Passes:
Only FHSAA State Series passes and the Courtesy Certificate - Good for Life (card given to FHSAA Board members who have served a complete term in office) will be accepted. FHSAA ID cards, Florida Athletic Coaches Association (FACA) passes, contest officials passes, etc., will not be accepted. **The host's gate attendant will check for proper identification for pass holders. Pass holders will also be required to sign-in.**

Coaches:
Teams qualifying 5 or more participants will receive **three** (3) passes to that day's meet only, for coaches, trainers, managers, etc., in the team packet. Coaches of schools abusing the Pass Policy are subject to a monetary fine by the FHSAA.

Teams with 4 or less participants will receive **two** (2) passes for that day's meet only, for coaches, trainers, managers etc. in the team packet.

Athletes:
Participating athletes will be admitted by displaying their competition numbers found in team packets. Schools qualifying relay teams for state competition must list the names (maximum 6) of relay personnel **(use blank form TR1 found on the FHSAA's web site at <http://www.fhsaa.org/tr>)** and give this information to regional meet directors who, in turn, will submit this information to State Meet personnel. Also, list the names of relay personnel who have not qualified for individual events so that they will receive a competition number for stadium admittance. If they are not listed and therefore have no competition number, **they must buy an admission ticket to the meet.** Please add alternates to relay forms!

**This procedure does not negate the coaches' option of interchanging relay personnel for actual competition.
This procedure is to assure that all team members receive a competitor number at the state meet.**

Team Packet Pick-up:

See page 5 of this memo for Packet Pick-Up Schedule. Coaches may pick up team packets on the days and times indicated on the schedule per classification. We encourage packet pick-up the evening previous to your meet to facilitate any corrections that may need to be made. Early pick-up also permits coaches to be in attendance at **the optional 10:30 A.M. coaches' meeting. This meeting is only optional if you have viewed and completed the online coaches meeting, which will be available on April 22, 2009 on the FHSAA Track and Field page at www.fhsaa.org/tr.** The Packet pick up area will be located just outside the athlete entrance. There will be a table for teams with relays to pick up packets and a table for teams without relays. **Packet pick-up will end at 10:15 a.m. on the day of the meet!**

Jury of Appeals:

Jury members and alternates have been selected and approved by the FHSAA. Jurors' names will be distributed at the coaches meeting. Decisions of the jury are final.

A jury of appeals shall serve as the final board of appeals.

A head coach must first consult to the meet referee to discuss all potential appeals. If the coach feels that the terms and conditions of competition or the application of the rules have been misapplied or misinterpreted after consulting the referee, a written appeal shall be made to the jury. The referee will have the proper appeal form.

Situations that are subject to appeal include, but are not limited to:

- a) Misapplication of the rules, which must be filed within 30 minutes after the announcement of event results.
- b) Correction of clerical or team scoring errors which may be corrected up to 48 hours after the end of the meet, unless another time period is specified in advance by the meet management.
- c) Correction of meet results involving an ineligible participant which may be made at any time when discovered.
- d) Failure to follow a procedure contained in the terms and conditions of competition announced in advance by the meet director to games committee. This would include such items as the time schedule, the number of qualifiers to advance, number of trials, etc.

Non-appealable situations:

- a) Any judgment decision pertaining to violations or alleged violations of the rules.
- b) A decision made by the finish judges or timers that does not involve misapplication of a rule, or the terms and conditions of competition.
- c) Whether a start is fair and legal.

Cameras:

Tripod cameras are only allowed on the top level of stadium. Hand held cameras are permitted. These cameras must be powered by individual battery packs, outlets for charging batteries will not be available.

Rules:

National Federation Track and Field and FHSAA Spring Athletic Regulations Manual rules will be followed.

Markers / Spike Dimensions:

Running Events. Athletic tape may not be used on track surface, markers will be provided for relays.

Field Events. Athletic tape may not be used on track surface, markers will be provided for field events.

Spike Dimensions:

The maximum length for spikes is ¼" pyramid or needles. However, 3/16" is recommended.

Starting Commands:

Verbal commands with appropriate hand signals will be used prior to the firing of the starter pistol. (NFHS 5-7-2 and 5-7-3).

Eight (8) contestants will advance to the finals in all events. In running events, the first three (3) place winners from preliminary heats and the next two (2) fastest times will advance to the finals. Eight places from the finals will score.

Excused Competitors:

A 12-minute time limit has been established by the games committee for excused field event competitors to compete in another event. **Each competitor is responsible for checking in with all events at the start time of that event.**

Unsportsmanlike conduct: by participants will result in the disqualification from the event and further competition in the meet. (Review NF Rule 4, Section 5, Article 1)

Disqualification of a coach: or other (non-student) school personnel shall result in disqualification from further involvement in the meet. Violators shall leave the stadium upon ejection.

Scratched Contestants:

A contestant who is entered in an event in a state series meet on any level and is later scratched from that event will be disqualified from participating in all remaining events in the meet. [Track Manual p. 19 – 207.01(3)(a)].

Failure to Participate:

A contestant who qualifies for the state meet event(s) must compete unless the reason for not competing is ruled sufficient by the Commissioner of the FHSAA. **This must be communicated and approved by the Executive Director of the FHSAA prior to the meet.** [Track Manual 207.06 – p 23.]

Track and Field Access:

Only participants (with proper credentials) and meet officials will be allowed on the track and infield area, which is **restricted at all times!** We recommend that coaches tell their athletes where they (the coaches) will be seated to enhance coach/athlete communication. **Coaches must keep their athletes in the stands (opposite press box side). The stands (press box side) are designated for spectators and coaches ONLY! (Bags will be checked by security upon entering.)**

Only participants (**in uniform, with number bib numbers attached**) will be allowed on the track and field event areas. Schools with competitors in the pole vault will be provided a wrist band. This will allow the coach entry to the competition area during the warm-up period prior to the start of competition. During the competition, coaches will be outside the fence which runs parallel to the vault runway. Wrist bands will be available at the Check-In tent one hour prior to the start of the event. **Coaches MUST keep their athletes in the visitor stands (opposite the press box) only. Athletes are not allowed on the press box side of the stadium at any time. When exiting the track after a preliminary event, they are to go immediately back to the participant side of the facility. When exiting the track following finals/awards ceremony events, athletes will be directed to the media interview area.**

Athletes must come to the clerk's area ready to run, you must leave bags, and all electronic devices (i.e. cell phones, mp3 players, etc.) outside of the clerk's area, and all competition areas! Please note NFHS Rule 4-5-8 (e) & (g).

Team camps must be set up outside the stadium near the discus area in the designated areas!

Winter Park's High Schools Prohibited Items Policy:

Food/drink containers, bottles, cans, thermoses, ice bags, ice chests, any artificial noise making device, large cameras, flags, umbrellas, back packs, carry bags, video cameras/cases or any items deemed hazardous by event management personnel will **NOT BE ALLOWED INSIDE THE VENUE.** Law enforcement officials will have the right to inspect any item at any time.

Tents or canopies will not be allowed inside the stands. Tents or Canopies must remain in the "Designated Team Camping Area." Located near the discus area behind the visitors stands (opposite the press box side.)

- ***Gate 1: Will be used for spectator's entrance only. (This is on the press box side entrance or Home side entry gate and is the closest gate to the main parking area)***
- ***Gate 2: Will be for Media, Coaches with credentials, and State Series Pass Holders. (This is next to the spectator gate on the press box side entrance or Home side entry gate.)***
- ***Gate 3: Will be used for Athletes and Coaches with Credentials only. This is the ONLY entry gate for participating athletes. (This is the entry gate located on the northwest side of the stadium leading directly to the visitor stands.)***
- ***Gate 4: Will be the entrance into the back parking area for Officials and FHSAA personnel with proper credentials. Once they have entered into this parking area they are now in the stadium area***

Heat Sheets:

Each school packet should contain **one (1)** set of heat sheets

Field Implements:

All throwing implements will be weighed and measured by meet officials. All throwing implements will be weighed in the field area near the discus venue. Improper implements will not be allowed for competition and will be confiscated. These can be picked up following the event.

Pole vaulter's are subject to body weight verification. Poles must be properly marked for top hand placement and weight limit. Pole vaulter's will weigh in and have their poles checked at the implement weigh in area near the discus area.

*****OPTIONAL ON-SITE COACHES MEETING (online option available at www.fhsaa.org/tr):**

The 10:30-11:00 A.M. coaches meeting will be conducted in the **Stands (press box side, just inside the athlete's entrance)**. **ONLY HEAD COACHES must either attend this onsite meeting or the online meeting available at www.fhsaa.org/tr. Head coaches must sign in at the onsite meeting or complete the online attendance form.** Packet pick-up will cease at 10:15 A.M.! Make appropriate arrangements to have your packets prior to 10:15 A.M. **Head coaches only will be provided a credential in his/her team's packet in order to gain admission into the coaches meeting. Failure to attend this meeting will result in a financial penalty.**

Awards Ceremony:

Individual Awards. Awards will be presented at the **conclusion** of each event. Awards presentation participation is **mandatory**. Recipients of awards who are "no shows" could be disqualified from further competition for unsportsmanlike conduct. Recipients who are engaged in other events during awards presentation must have their awards accepted by a teammate or coach.

Team Awards. At the conclusion of the 2nd section of the Boys 1600-meter relay finals, girls team scores will be announced. Girls' team runner-up will be announced to receive its trophy followed by girls' team champion. Following the girls team champion award ceremony, boys team scores will be announced. Boys' team runner-up will be announced to receive its trophy/award followed by boys' team champion. Each head coach and his/her team and team personnel shall approach the awards stand within 1 minute 45 seconds of first being announced. Failure to do so may subject the coach/team to unsportsmanlike penalties.

Results:

Event results (preliminaries and finals) will be posted in convenient places on both the spectator and athlete side of the stadium.

Trainers:

Medical personnel and athletic trainers will be available throughout the competition. However, teams must provide materials for preventive purposes, i.e. tape, pre-wrap, etc.

Media Interviews:

After receiving their medallions, the finalists in each event will be directed to the media interview area. **Head coaches and competitors may grant additional interviews at any time in the accessible areas of the venue at their discretion.**



Online Coaches Meeting!

To give more flexibility to all the State Finals Coaches, the FHSAA has now included the option of an Online Coaches Meeting for Track and Field!

The 10:30 a.m. on-site coaches meeting is now optional ONLY if you have completed the online version and filled out the attendance questionnaire at the conclusion of the presentation.

Packet Pick-up will close at 12:00PM each day!

The Online coaches Meeting can be viewed and completed here:

www.fhsaa.org/tr

If you have any questions, please contact Shanell Young at syoung@fhsaa.org.

Good Luck and See you in Winter Park!



FHSAA
2008-09 STATE TRACK AND FIELD
SCHEDULE OF EVENTS

8:00-10:15 A.M. Team Packet Pick-Up
9:00 A.M. Gates Open
9:00-10:30 A.M. Officials' Meeting
10:30-11:00 A.M. Coaches Meeting (*press box side, just inside the athletes entrance*)
11:00-12:30 P.M. Weights and Measures weigh-in for 1:00 p.m. events

1:00 P.M. Girls 3200m Relay Finals (Section 1)
1:15 P.M. Girls 3200m Relay Finals (Section 2)
1:30 P.M. Boys 3200m Relay Finals (Section 1)
1:45 P.M. Boys 3200m Relay Finals (Section 2)

FIELD EVENTS

12:00 P.M. Girls and Boys Long Jump (Prelims and Finals)
1:00 P.M. Boys Discus and Girls Shot Put (Prelims and Finals) (*Weigh-in 11 a.m. -12:30 p.m.*)
1:00 P.M. Girls Pole Vault Finals (*Weigh-in 11:00-12:30 p.m.*)
2:00 P.M. Girls and Boys Triple Jump (Prelims and Finals)
3:00 P.M. Girls High Jump (Prelims and Finals)
3:00 P.M. Boys Shot Put and Girls Discus (Prelims and Finals) (*Weigh-in 1-2:30 p.m.*)
4:00 P.M. Boys Pole Vault Finals (*Weigh-in 1:00 – 2:30 p.m.*)
5:00 P.M. Boys High Jump Finals

RUNNING EVENT PRELIMS
(2 Heats per event)

4:00 P.M. Girls 100m Hurdles
Boys 110m Hurdles
Girls and Boys 100m Dash
Girls and Boys 400m Relay
Girls and Boys 400m Dash (Classes 3A & 4A only)
Girls 300m Low Hurdles
Boys 300m Intermediate Hurdles
Girls and Boys 200m Dash

RUNNING EVENT FINALS
(One Heat per event unless noted)

- 7:00 P.M. - Girls 100m Hurdles
- 7:02 P.M. - Boys 110m High Hurdles
- 7:07 P.M. - Girls 100m Dash
- 7:12 P.M. - Boys 100m Dash
- 7:17 P.M. - Girls 1600m Run
- 7:27 P.M. - Boys 1600m Run
- 7:37 P.M. - Girls 400m Relay
- 7:42 P.M. - Boys 400m Relay
- 7:47 P.M. - Girls 400m Dash (Two sections Classes 2A & A only)
- 7:52 P.M. - Boys 400m Dash (Two sections Classes 2A & A only)
- 7:57 P.M. - Girls 300m Low Hurdles
- 8:02 P.M. - Boys 300m Intermediate Hurdles
- 8:05 P.M. - Girls 800m Run (Section 1)
- 8:09 P.M. - Girls 800m Run (Section 2)
- 8:14 P.M. - Boys 800m Run (Section 1)
- 8:18 P.M. - Boys 800m Run (Section 2)
- 8:23 P.M. - Girls 200m Dash
- 8:27 P.M. - Boys 200m Dash
- 8:30 P.M. - Girls 3200m Run
- 8:45 P.M. - Boys 3200m Run
- 8:58 P.M. - Girls 1600m Relay (Section 1)
- 9:03 P.M. - Girls 1600m Relay (Section 2)
- 9:08 P.M. - Boys 1600m Relay (Section 1)
- 9:13 P.M. - Boys 1600m Relay (Section 2)
- 9:25 P.M. - Team Awards

Questions or comments section: In preparation for the state meet.

If you have any questions that you would like to have answered in the coaches meeting, please list them here and fax it to the FHSAA office at **352.244-5053**. This will give the meet administration an opportunity to prepare for additional concerns and address them at all coaches' meetings.

Head Coach's Name _____ School _____
(Print)

Attention Shanell Young, Director of Athletics (No Cover Page Needed)



2008-09 TRACK AND FIELD STATE MEET

JURY OF APPEALS

1A	2A	3A	4A
Gary Droze, Maclay (Chair)	Tommie Turner, Santa Fe (Chair)	Bill Stamper, Oak Ridge (Chair)	John Hammtree, Miami Sunset (Chair)
Jan Murphy, Palmer Trinity School	Kristin McWilliams, Bishop Kenney	Kelly Britton, Fort Myers	Jim Lowenstein, Deland
Edwin McTureous, Oak Hall School	Marcus O'Dell, Lake Highland Prep	Martha Jones, South Lake	Carmen Jackson, Miami Northwestern
Mike Musick, Lakeland Christian	David Perry, Lincoln Park Academy	David McPherson, Palatka	Loretta Purish, North Ft. Myers
Doreen Mercer, Dade Christian	Jovennie M. Fray, Trinity Catholic	Scott Gowan, Chiles	Ken Brauman, Sanford-Seminole
Alternates			
Paul Baur, Westminster Academy	Mike Sosinski, Umatilla	Shawn Balow, Plant	Gary Littlejohn, South Dade
Doug Butler, Holy Trinity Episcopal	Jesse Forbes, Godby	Tony Perry, Sebastian River	Jerome Groover, Palm Beach Lakes
Harry Jacobs, Jefferson County	Tom Bundy, Astronaut	David Martin, Fort Lauderdale	Rodney Wright, Miami Southridge
David Langdon, Pine Castle Christian	Gretchen Sims, Florida High	Harry Wooddell, Winter Haven	David Halliday, Flagler Palm Coast
Darnell Harrison, Lake Mary Prep	TBA	Mark Mader, Belleview	Rene' Plasencia, Orlando Colonial
Jimmie Butler, Upperroom Christian	TBA	Lissette Moller, Ft. Walton Beach	Stacey Simmons, Pinellas High
Brad Penney, Cedar Key Cassie Barone, Com. School	TBA	TBA	TBA



Uniform Policy/Electronic Devices Reminder

To assist you, your coaches and your athletes in preparation for the upcoming district track and field meets, we would like you to be aware of the following uniform rules and NFHS update on electronic devices.

This memo serves not as an exhaustive list of all uniform regulations, but as a reminder. Please take the time to have your head coach review both the FHSAA track and Field manual, which is available here for download: <http://www.fhsaa.org> as well as the NFHS track and Field Rules book, which was mailed to each member school before the start of the season.



I. 4-3-1 UNIFORMS:

1. Competitors may wear a one-piece (singlet) or two-piece track & field uniform issued by the school. A male competitor must wear his jersey inside his shorts at all times. A female competitor must wear her jersey inside her shorts at all times, unless her jersey is designed to be worn outside the shorts. Jerseys designed to be worn outside the shorts must hang below the waistband of the shorts when standing erect. Competitors in violation of this rule will not be permitted to compete.
2. Each contestant must be **numbered on the back of his/her jersey** with numerals of color that contrast with the color of the jersey and is not less than three-quarters (3/4) inch wide. The number must be at least six inches high. Contestants on the same team may not wear identical numbers.
3. **Athletes from the same school participating in the same event must wear identical uniforms.**
4. Any **visible garments(s)** worn underneath the uniform top or bottom shall be a single, solid color and unadorned (4-3-1d). If more than one garment is worn under the top or bottom, all must be the same color under the uniform piece.
5. **Relays:** each member must wear the same color and design of uniform. The length of the bottom may vary. Any visible undergarments are worn by more than one team member they must be the same color, but not necessarily the same length.

6. **Jewelry** shall not be worn by contestants. Please see rule 4-3-3 for exceptions.

7. **Headbands** which are no more than two (2) inches wide and made of non-abrasive, unadorned cloth, elastic, fiber, soft leather, or rubber are permissible. Hair-restraining devices no more than two (2) inches made of soft material are legal. Decorative headwear is prohibited.

II. ELECTRONIC DEVICES:

1. In NFHS rules, the determination of allowed electronic devices lies directly with the games committee. In general, the NFHS rules do not completely eliminate the use of personal electronic devices by coaches, contestants or officials. However, the games committee can completely prohibit the use of any electronic devices. The NFHS rules do prohibit the use of wireless communication devices, other than the official communication equipment, unless approved by the games committee. The use of any wireless device to communicate performance or technique information, including pictures, between coaches and student-athletes is prohibited.



Technical Question Form

(PLEASE PRINT)

Class		
Competitor's Name		Bib Number:
School:		
Coaches Name:		
Event:		Gender:
Round (Circle One):	Preliminaries	Finals
Heat/ lane Assignment:		

Question and/or Concern:

Signature of Head Coach:		Time Submitted to Referee:
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Outcome / Remarks:

Meet Referee:
