

**MIDDLE  
SCHOOL  
TRACK  
COACHES  
GUIDEBOOK  
2012**

# MIDDLE SCHOOL TRACK COACHES GUIDEBOOK

## INTRODUCTION

In an attempt to organize Middle School Track, this guidebook has been put together to get all Middle Schools on the right page when it comes to massive amounts of paper required to run a track season.

This year probably will be run the same as other years as far as the mechanics of the track season goes, but there are a number of changes that could take place in the future.

This guidebook will standardize what we do currently in Middle School Track.

**WE WISH TO DEDICATE THIS GUIDEBOOK IN MEMORY OF BILL KOENIG FOR HIS CREATION OF A USABLE GUIDE TO ASSIST THE MIDDLE SCHOOL TRACK COACHES OF SAN FRANCISCO.**

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PLEASE KEEP THIS GUIDEBOOK WITH YOUR TRACK FILES AND BRING IT TO THE PRESEASON MEETING, THE SEEDING MEETING, AND THE POST SEASON MEETING. ADDITIONS AND REVISIONS WILL BE GIVEN AT THOSE TIMES.

## TABLE OF CONTENTS

| <b>Sections</b> |   | <b>Page</b> |
|-----------------|---|-------------|
| 1               | WEIGH-INS   |             |
|                 | Procedures  | 1           |
|                 | Helpful Hints                                     | 2           |
|                 | Weigh-In Form                                     | 3           |
|                 | Sample weigh-in form A                            | 4           |
|                 | Sample weigh-in form B                            | 5           |
|                 | Weigh-In classification table                     | 6           |
|                 | Age exponent chart and strips                     | 7           |
| 2               | ELIGIBILITY                                       |             |
|                 | Rules for Eligibility                             | 8           |
|                 | Eligibility List                                  | 9           |
| 3               | LEAGUE TRACK MEETS                                |             |
|                 | Check list for track meets                        | 10          |
|                 | Double Dual meets                                 | 11          |
|                 | Events by division                                | 12          |
|                 | Order of events for meet                          | 13          |
|                 | Track meet entry list for coaches                 | 14          |
|                 | Track meet result sheet                           | 15          |
|                 | Score sheet for Long Jump                         | 16          |
|                 | Score sheet for High Jump                         | 17          |
| 4               | SEEDING AND ALL CITY                              |             |
|                 | Seeding process                                   | 18          |
|                 | Seeding process (cont.)                           | 19          |
|                 | Direct Athletics On-Line Entry Procedures         | 20          |
|                 | Direct Athletics On-Line Entry Procedures (cont.) | 21          |
|                 | All City at Kezar and Mechanics                   | 22          |

SECTION

ONE

WEIGH-INS

## TRACK WEIGH-IN PROCEDURES

THE DATE AND TIME OF THE WEIGH-INS IS SET BY THE ATHLETIC OFFICE AND THE HEAD OF SPORT AND WILL BE MAILED TO YOU WITH YOUR SCHEDULE.

ON THE DAY OF THE WEIGH-INS:

- A. Coaches will weigh-in another school's team. One coach will travel to the designated school for the weigh-ins.
- B. One coach will stay at his school and organize the weigh-ins.
- C. The visiting school's coach will submit the home school's original weigh-in sheets to the Athletic Office.
- D. Track weigh-in forms are to be filled out in duplicate and be ready for the official weigh-in.
- E. Each visiting coach is responsible for sending by fax, U.S. Mail, or hand delivering the completed weigh-in forms to the Athletic Office the day after the weigh-ins. Each coach is responsible for tallying exponents and signing the form before concluding. Visiting coaches will assist with tallying.  
Weight and Height in Measurements are rounded down for example  
60.5 lbs. = 60lbs. or 58.75 inches = 58 inches

**THE FOLLOWING SCHOOLS WILL WEIGH EACH OTHER:**

|           |                   |
|-----------|-------------------|
| DENMAN    | APTOS             |
| FONG YU   | HOOVER            |
| GIANNINI  | LAWTON            |
| MANN      | LICK              |
| FRANCISCO | CARMICHAEL        |
| ROOSEVELT | PRESIDIO          |
| KING      | VISITACION VALLEY |
| REVERE    | S.F. COMMUNITY    |
| ROOFTOP   | EVERETT           |
| MARINA    | LILIENTHAL        |
| ISA       | ATHLETIC OFFICE   |

## HELPFUL HINTS FOR WEIGH-IN DAY

1. Weigh-In all students you feel may be on your team, regardless of eligibility, (except unlimited)
2. Check your scale and height measures for accuracy. Have your students' birthdates already entered with the proper exponent value (sample attached). Some coaches have four separate sheets for each division.
3. Have your students ready for the visiting coach. They should be lined up alphabetically as they are on the sheets and ready to be weighed in.
4. All athletes who are in school that day must be weighed in or compete as an Unlimited during the season and All-City competition. There are two exceptions to this:
  - a. If a student is a member of a school's soccer team or volleyball team and there is a game that day.
  - b. If a student is absent from school that day or has a Permit to leave school.
5. No student can compete in a Dual Meet or All-City competition unless their name is on both the Weigh-In or Competing as an Unlimited Sheets and the Eligibility Sheets (initial or supplemental).
6. Supplemental weigh-ins will be certified by the Principal or Assistant Principal with a copy of the absentee bulletin sent in to the Athletic Office. **PROOF OF BOTH MUST BE SUBMITTED WITH THE LATE WEIGH-IN.**
7. Reminder- If total exponent are  
0-85 they compete as an 85  
86-95 they compete as a 95  
96-105 they compete as a 105  
106 and above they compete as an Unlimited

**Note, 8<sup>th</sup> Grade Students are not allowed to compete in the 85 exponent category.**

**MIDDLE SCHOOL TRACK WEIGH-IN FORM**

SCHOOL \_\_\_\_\_

| LAST NAME, FIRST | BIRTHDATE | M/F | AGE | HT | WT | EX AGE | EX HT | EX WT | TOTAL | EX DIVISION |
|------------------|-----------|-----|-----|----|----|--------|-------|-------|-------|-------------|
| 1                |           |     |     |    |    |        |       |       |       |             |
| 2                |           |     |     |    |    |        |       |       |       |             |
| 3                |           |     |     |    |    |        |       |       |       |             |
| 4                |           |     |     |    |    |        |       |       |       |             |
| 5                |           |     |     |    |    |        |       |       |       |             |
| 6                |           |     |     |    |    |        |       |       |       |             |
| 7                |           |     |     |    |    |        |       |       |       |             |
| 8                |           |     |     |    |    |        |       |       |       |             |
| 9                |           |     |     |    |    |        |       |       |       |             |
| 10               |           |     |     |    |    |        |       |       |       |             |
| 11               |           |     |     |    |    |        |       |       |       |             |
| 12               |           |     |     |    |    |        |       |       |       |             |
| 13               |           |     |     |    |    |        |       |       |       |             |
| 14               |           |     |     |    |    |        |       |       |       |             |
| 15               |           |     |     |    |    |        |       |       |       |             |
| 16               |           |     |     |    |    |        |       |       |       |             |
| 17               |           |     |     |    |    |        |       |       |       |             |
| 18               |           |     |     |    |    |        |       |       |       |             |
| 19               |           |     |     |    |    |        |       |       |       |             |
| 20               |           |     |     |    |    |        |       |       |       |             |
| 21               |           |     |     |    |    |        |       |       |       |             |
| 22               |           |     |     |    |    |        |       |       |       |             |
| 23               |           |     |     |    |    |        |       |       |       |             |
| 24               |           |     |     |    |    |        |       |       |       |             |
| 25               |           |     |     |    |    |        |       |       |       |             |

Weigh-in coach certifies weigh-in procedure COACH:

School Principal certifies that the dates of birth are from school records

PRINCIPAL SIGNATURE:

DATE:

**MIDDLE SCHOOL TRACK WEIGH-IN FORM**

SCHOOL \_\_\_\_\_

**SAMPLE A**

| LAST NAME, FIRST   | BIRTHDATE | M/F | AGE  | HT | WT | EX AGE | EX HT | EX WT | TOTAL | EX DIVISION |
|--------------------|-----------|-----|------|----|----|--------|-------|-------|-------|-------------|
| 1 Canales, James   | Oct-98    | M   | 13-5 |    |    | 29     |       |       |       |             |
| 2 Hogan, Hulk      | Jun-98    | M   | 13-9 |    |    | 30     |       |       |       |             |
| 3 Knowles, Beyonce | Aug-97    | F   | 14-7 |    |    | 33     |       |       |       |             |
| 4                  |           |     |      |    |    |        |       |       |       |             |
| 5                  |           |     |      |    |    |        |       |       |       |             |
| 6                  |           |     |      |    |    |        |       |       |       |             |
| 7                  |           |     |      |    |    |        |       |       |       |             |
| 8                  |           |     |      |    |    |        |       |       |       |             |
| 9                  |           |     |      |    |    |        |       |       |       |             |
| 10                 |           |     |      |    |    |        |       |       |       |             |
| 11                 |           |     |      |    |    |        |       |       |       |             |
| 12                 |           |     |      |    |    |        |       |       |       |             |
| 13                 |           |     |      |    |    |        |       |       |       |             |
| 14                 |           |     |      |    |    |        |       |       |       |             |
| 15                 |           |     |      |    |    |        |       |       |       |             |
| 16                 |           |     |      |    |    |        |       |       |       |             |
| 17                 |           |     |      |    |    |        |       |       |       |             |
| 18                 |           |     |      |    |    |        |       |       |       |             |
| 19                 |           |     |      |    |    |        |       |       |       |             |
| 20                 |           |     |      |    |    |        |       |       |       |             |
| 21                 |           |     |      |    |    |        |       |       |       |             |
| 22                 |           |     |      |    |    |        |       |       |       |             |
| 23                 |           |     |      |    |    |        |       |       |       |             |
| 24                 |           |     |      |    |    |        |       |       |       |             |
| 25                 |           |     |      |    |    |        |       |       |       |             |

Weigh-in coach certifies weigh-in procedure COACH:

School Principal certifies that the dates of birth are from school records

PRINCIPAL SIGNATURE:

DATE:

**MIDDLE SCHOOL TRACK WEIGH-IN FORM**

SCHOOL \_\_\_\_\_

**SAMPLE B**

| LAST NAME, FIRST   | BIRTHDATE | M/F | AGE  | HT | WT  | EX AGE | EX HT | EX WT | TOTAL | EX DIVISION |
|--------------------|-----------|-----|------|----|-----|--------|-------|-------|-------|-------------|
| 1 Canales, James   | Oct-98    | M   | 13-5 | 55 | 102 | 29     | 24    | 34    | 87    | 95 Boys     |
| 2 Hogan, Hulk      | Jun-98    | M   | 13-9 | 65 | 133 | 30     | 39    | 44    | 113   | Boys Unl.   |
| 3 Knowles, Beyonce | Aug-97    | F   | 14-7 | 56 | 80  | 33     | 26    | 26    | 85    | 85 Girls    |
| 4                  |           |     |      |    |     |        |       |       |       |             |
| 5                  |           |     |      |    |     |        |       |       |       |             |
| 6                  |           |     |      |    |     |        |       |       |       |             |
| 7                  |           |     |      |    |     |        |       |       |       |             |
| 8                  |           |     |      |    |     |        |       |       |       |             |
| 9                  |           |     |      |    |     |        |       |       |       |             |
| 10                 |           |     |      |    |     |        |       |       |       |             |
| 11                 |           |     |      |    |     |        |       |       |       |             |
| 12                 |           |     |      |    |     |        |       |       |       |             |
| 13                 |           |     |      |    |     |        |       |       |       |             |
| 14                 |           |     |      |    |     |        |       |       |       |             |
| 15                 |           |     |      |    |     |        |       |       |       |             |
| 16                 |           |     |      |    |     |        |       |       |       |             |
| 17                 |           |     |      |    |     |        |       |       |       |             |
| 18                 |           |     |      |    |     |        |       |       |       |             |
| 19                 |           |     |      |    |     |        |       |       |       |             |
| 20                 |           |     |      |    |     |        |       |       |       |             |
| 21                 |           |     |      |    |     |        |       |       |       |             |
| 22                 |           |     |      |    |     |        |       |       |       |             |
| 23                 |           |     |      |    |     |        |       |       |       |             |
| 24                 |           |     |      |    |     |        |       |       |       |             |
| 25                 |           |     |      |    |     |        |       |       |       |             |

Weigh-in coach certifies weigh-in procedure COACH:

School Principal certifies that the dates of birth are from school records

PRINCIPAL SIGNATURE:

DATE:

## MIDDLE SCHOOL TRACK STUDENT CLASSIFICATION TABLE

| AGE<br>Inclusive<br>From to Exp. | HEIGHT     | WEIGHT   |           |           |           |
|----------------------------------|------------|----------|-----------|-----------|-----------|
|                                  | Inches Exp | Lbs. Exp | Lbs. Exp. | Lbs. Exp. | Lbs. Exp. |
| 11-0 to 11-3 = 22                | 41-4       | 65-21    | 90-30     | 120-40    | 150-50    |
| 11-4 to 11-7 = 23                | 42-5       | 66-22    | 91-30     | 121-40    | 151-50    |
| 11-8 to 11-11 = 24               | 43-6       | 67-22    | 92-30     | 122-40    | 152-50    |
|                                  | 44-7       | 68-22    | 93-31     | 123-41    | 153-51    |
| 12-0 to 12-3 = 25                | 45-9       | 69-23    | 94-31     | 124-41    | 154-51    |
| 12-4 to 12-7 = 26                | 46-11      | 70-23    | 95-31     | 125-41    | 155-51    |
| 12-8 to 12-11 = 27               | 47-12      | 71-23    | 96-32     | 126-42    | 156-52    |
|                                  | 48-13      | 72-24    | 97-32     | 127-42    | 157-52    |
| 13-0 to 13-3 = 28                | 49-15      | 73-24    | 98-32     | 128-42    | 158-52    |
| 13-4 to 13-7 = 29                | 50-16      | 74-24    | 99-33     | 129-43    | 159-53    |
| 13-8 to 13-11 = 30               | 51-17      | 75-25    | 100-33    | 130-43    |           |
|                                  | 52-19      | 76-25    | 101-33    | 131-43    |           |
| 14-0 to 14-2 = 31                | 53-21      | 77-25    | 102-34    | 132-44    |           |
| 14-3 to 14-5 = 32                | 54-23      | 78-26    | 103-34    | 133-44    |           |
| 14-6 to 14-8 = 33                | 55-24      | 79-26    | 104-34    | 134-44    |           |
| 14-9 to 14-11 = 34               | 56-26      | 80-26    | 105-35    | 135-45    |           |
|                                  | 57-28      | 81-27    | 106-35    | 136-45    |           |
| 15-0 to 15-2 = 35                | 58-29      | 82-27    | 107-35    | 137-45    |           |
|                                  | 59-31      | 83-27    | 108-36    | 138-46    |           |
|                                  | 60-32      | 84-28    | 109-36    | 139-46    |           |
|                                  | 61-33      | 85-28    | 110-36    | 140-46    |           |
|                                  | 62-35      | 86-28    | 111-37    | 141-47    |           |
|                                  | 63-36      | 87-29    | 112-37    | 142-47    |           |
|                                  | 64-37      | 88-29    | 113-37    | 143-47    |           |
|                                  | 65-39      | 89-29    | 114-38    | 144-48    |           |
|                                  | 66-41      |          | 115-38    | 145-48    |           |
|                                  | 67-43      |          | 116-38    | 146-48    |           |
| 68-44                            |            | 117-39   | 147-49    |           |           |
| 69-46                            |            | 118-39   | 148-49    |           |           |
| 70-48                            |            | 119-39   | 149-49    |           |           |
| 71-49                            |            |          |           |           |           |
| 72-50                            |            |          |           |           |           |

### INSTRUCTIONS

AGE- The date of birth must conform to the school records. Days of the month are to be disregarded in determining the age exponent

HEIGHT- The height is taken without shoes. Fractions of inches are to be disregarded.

WEIGHT- The weight is taken without clothing within limits.

Find the exponent representing the student's (1) age, (2) height, (3) weight. The sum of the three exponents represents the lowest class student may enter.

### MIDDLE SCHOOL TRACK AGE EXPONENT CHART

| MARCH<br>2012 | JAN<br>1   | FEB<br>2   | MAR<br>3 | APR<br>4    | MAY<br>5    | JUNE<br>6  | JULY<br>7  | AUG<br>8   | SEPT<br>9  | OCT<br>10  | NOV<br>11  | DEC<br>12  |
|---------------|------------|------------|----------|-------------|-------------|------------|------------|------------|------------|------------|------------|------------|
| 1997          | 15-2<br>35 | 15-1<br>35 | 15<br>35 | 14-11<br>34 | 14-10<br>34 | 14-9<br>34 | 14-8<br>33 | 14-7<br>33 | 14-6<br>33 | 14-5<br>32 | 14-4<br>32 | 14-3<br>32 |
| 1998          | 14-2<br>31 | 14-1<br>31 | 14<br>31 | 13-11<br>30 | 13-10<br>30 | 13-9<br>30 | 13-8<br>30 | 13-7<br>29 | 13-6<br>29 | 13-5<br>29 | 13-4<br>29 | 13-3<br>28 |
| 1999          | 13-2<br>28 | 13-1<br>28 | 13<br>28 | 12-11<br>27 | 12-10<br>27 | 12-9<br>27 | 12-8<br>27 | 12-7<br>26 | 12-6<br>26 | 12-5<br>26 | 12-4<br>26 | 12-3<br>25 |
| 2000          | 12-2<br>25 | 12-1<br>25 | 12<br>25 | 11-11<br>24 | 11-10<br>24 | 11-9<br>24 | 11-8<br>24 | 11-7<br>23 | 11-6<br>23 | 11-5<br>23 | 11-4<br>23 | 11-3<br>22 |
|               | 1<br>JAN   | 2<br>FEB   | 3<br>MAR | 4<br>APR    | 5<br>MAY    | 6<br>JUNE  | 7<br>JULY  | 8<br>AUG   | 9<br>SEPT  | 10<br>OCT  | 11<br>NOV  | 12<br>DEC  |

The date of birth must conform with school records, and forms must be signed by principal of the school and the coach. Days of the month are to be disregarded.

SECTION

TWO

ELIGIBILITY

## RULES FOR ELIGIBILITY

1. All Eligibility Rulings are governed by PART II – BYLAWS – ELIGIBILITY RULES of the CURRENT ACADEMIC YEAR’S PUBLICATION of the SFUSD – AAA RULES AND REGULATIONS GOVERNING MIDDLE SCHOOL ATHLETIC CONTESTS.
2. All students must have been weighed in by proper weigh-in procedure to be eligible to participate.

## AAA MIDDLE SCHOOL ELIGIBILITY LIST

\_\_\_\_\_ School

\_\_\_\_\_ Sport (boys, girls)

\_\_\_\_\_ Date

| Name | HO # | Birth Date | Sex | Ethnicity | 1* | 2* | 3* | 4* | 5* |
|------|------|------------|-----|-----------|----|----|----|----|----|
|      |      |            |     |           |    |    |    |    |    |
|      |      |            |     |           |    |    |    |    |    |
|      |      |            |     |           |    |    |    |    |    |
|      |      |            |     |           |    |    |    |    |    |
|      |      |            |     |           |    |    |    |    |    |
|      |      |            |     |           |    |    |    |    |    |
|      |      |            |     |           |    |    |    |    |    |
|      |      |            |     |           |    |    |    |    |    |
|      |      |            |     |           |    |    |    |    |    |
|      |      |            |     |           |    |    |    |    |    |
|      |      |            |     |           |    |    |    |    |    |
|      |      |            |     |           |    |    |    |    |    |
|      |      |            |     |           |    |    |    |    |    |
|      |      |            |     |           |    |    |    |    |    |
|      |      |            |     |           |    |    |    |    |    |
|      |      |            |     |           |    |    |    |    |    |
|      |      |            |     |           |    |    |    |    |    |
|      |      |            |     |           |    |    |    |    |    |
|      |      |            |     |           |    |    |    |    |    |

- 1\* Semester credits of new work passed last report period or final period
- 2\* Grade point average last report period
- 3\* Number of semesters completed in middle school
- 4\* Date of beginning attendance at present school (month/year)
- 5\* List in chronological order schools attended since enrollment in sixth grade.

We hereby certify that all information set forth above is in complete accord with official school records and that all students listed satisfy all A.A.A. eligibility requirements including those of scholarship, residence, age, and semesters in middle school.

\_\_\_\_\_  
Principal's Signature

\_\_\_\_\_  
Athletic Director's Signature

\_\_\_\_\_  
Coach's Signature

Ethnicity Codes: AI-American Indian, C-Chinese, J-Japanese, F-Filipino, SS-Latino/Hispanic, K-Korean, OW-Caucasian, ONW-Other Non-White, AA-African American

SECTION

THREE

LEAGUE TRACK  
MEETS

# CHECK LIST FOR TRACK MEETS

- \_\_\_\_\_ RULE BOOK
- \_\_\_\_\_ STARTING BLOCKS
- \_\_\_\_\_ RELAY BATONS
- \_\_\_\_\_ FIRST AID KIT
- \_\_\_\_\_ STOP WATCHES
- \_\_\_\_\_ VOICE AMPLIFIER (BULL HORN)
- \_\_\_\_\_ STARTER PISTOL (OPTIONAL)
- \_\_\_\_\_ SCORE SHEETS (OVERALL, HJ, LJ)
- \_\_\_\_\_ CLIP BOARDS
- \_\_\_\_\_ 50 FT. MEASURING TAPE
- \_\_\_\_\_ RAKE AND BROOM
- \_\_\_\_\_ 3 PENCILS WITH ERASERS
- \_\_\_\_\_ WHISTLE

## DOUBLE DUAL MEETS

### SUGGESTIONS THAT MIGHT HELP:

Track meets are held at Kezar, SOTA, Washington, Lincoln, Balboa, and Burton which have 5, 6, or 8 marked lanes with good passing zones for relays.

League Meets---do not double up or triple up competitors in league meets. An athlete may only compete in one running event, one jumping event, & one relay in a league meet. Exception: An athlete from a small track team may compete in a second non-relay running event should there be an available lane in a heat for a specific event, provided the remainder of the athlete's school entries do not occupy more than half of the maximum lanes for that heat. No additional heats will be added to accommodate an athlete running in a second non-relay event.

Relays---run all relays together (4 schools) and choose between lanes 3&4 and/or 5&6. This makes good competition against the schools you're not competing against. Having all relays, 85's through the Unlimiteds, at their passing zones, will make things easier.

Sprint & Distance races---in order to speed up track meets, double up whenever you can. If one school has no 400M runners, have 3 schools run the same race if there are enough lanes.

800M & 1600M---always double up when you can.

Sprints---this is hard to do, but at least one coach from each school should be at the starting line to help organize the races.

100M Dash---runners must use starting blocks

Open 800M & 1600M---participants are from all exponent categories (85's through Unlimited). All participants in the Open 800M & 1600M run can also participate on a relay team and a jump in their exponent class during a regular meet. In All-City they may only participate on a relay team in their exponent class.

Scoring---in dual meets there are 5 points for 1<sup>st</sup> place, 3 points for 2<sup>nd</sup> place & 1 point for 3<sup>rd</sup> place. For relays it is 5 points for 1<sup>st</sup> place & 0 points for 2<sup>nd</sup> place. **Note, AAA league meets are not scored. Only the All-City Finals are scored.**

Track---After competing, runners should report back to the stands. Only coaches and timers should be near the finish line.

Athlete Footwear---Athletic footwear is required for all participants. The maximum spike length at all meets will be 3/16 of an inch.

**MIDDLE SCHOOL TRACK EVENTS BY DIVISION**

**85's Boys**  
400m Relay  
400m  
200m  
100m  
LJ  
HJ

**105's Girls**  
400m Relay  
400m  
200m  
100m  
LJ  
HJ

**85's Girls**  
400m Relay  
400m  
200m  
100m  
LJ  
HJ

**UNLIMITED BOYS**  
400m Relay  
400m  
200m  
100m  
LJ  
HJ

**95's Boys**  
400m Relay  
400m  
200m  
100m  
LJ  
HJ

**UNLIMITED GIRLS**  
400m Relay  
400m  
200m  
100m  
LJ  
HJ

**95's Girls**  
400m Relay  
400m  
200m  
100m  
LJ  
HJ

**Open Boys and Girls**  
Open 800m Boys  
Open 800m Girls  
Open 1600m Boys  
Open 1600m Girls  
Open 1600m Relay Boys & Girls

**105's Boys**  
400m Relay  
400m  
200m  
100m  
LJ  
HJ

**53 total events**  
**9 Relays**  
**16 jumping events**  
**28 running events**

## MIDDLE SCHOOL TRACK RECOMMENDED ORDER OF EVENTS

| <u>EVENT</u> | <u>RACE</u>      | <u>DIVISION</u>      |
|--------------|------------------|----------------------|
| 1            | 400 METER RELAY  | 85'S BOYS DIVISION   |
| 2            | 400 METER RELAY  | 85'S GIRLS DIVISION  |
| 3            | 400 METER RELAY  | 95'S BOYS DIVISION   |
| 4            | 400 METER RELAY  | 95'S GIRLS DIVISION  |
| 5            | 400 METER RELAY  | 105'S BOYS DIVISION  |
| 6            | 400 METER RELAY  | 105'S GIRLS DIVISION |
| 7            | 400 METER RELAY  | UNLIMITED BOYS       |
| 8            | 400 METER RELAY  | UNLIMITED GIRLS      |
| 9            | 400 METER RUN    | 85'S BOYS DIVISION   |
| 10           | 400 METER RUN    | 85'S GIRLS DIVISION  |
| 11           | 400 METER RUN    | 95'S BOYS DIVISION   |
| 12           | 400 METER RUN    | 95'S GIRLS DIVISION  |
| 13           | 400 METER RUN    | 105'S BOYS DIVISION  |
| 14           | 400 METER RUN    | 105'S GIRLS DIVISION |
| 15           | 400 METER RUN    | UNLIMITED BOYS       |
| 16           | 400 METER RUN    | UNLIMITED GIRLS      |
| 17           | 800 METER RUN    | OPEN BOYS            |
| 18           | 800 METER RUN    | OPEN GIRLS           |
| 19           | 1600 METER RUN   | OPEN BOYS            |
| 20           | 1600 METER RUN   | OPEN GIRLS           |
| 21           | 200 METER RUN    | 85'S BOYS DIVISION   |
| 22           | 200 METER RUN    | 85'S GIRLS DIVISION  |
| 23           | 200 METER RUN    | 95'S BOYS DIVISION   |
| 24           | 200 METER RUN    | 95'S GIRLS DIVISION  |
| 25           | 200 METER RUN    | 105'S BOYS DIVISION  |
| 26           | 200 METER RUN    | 105'S GIRLS DIVISION |
| 27           | 200 METER RUN    | UNLIMITED BOYS       |
| 28           | 200 METER RUN    | UNLIMITED GIRLS      |
| 29           | 100 METER DASH   | 85'S BOYS DIVISION   |
| 30           | 100 METER DASH   | 85'S GIRLS DIVISION  |
| 31           | 100 METER DASH   | 95'S BOYS DIVISION   |
| 32           | 100 METER DASH   | 95'S GIRLS DIVISION  |
| 33           | 100 METER DASH   | 105'S BOYS DIVISION  |
| 34           | 100 METER DASH   | 105'S GIRLS DIVISION |
| 35           | 100 METER DASH   | UNLIMITED BOYS       |
| 36           | 100 METER DASH   | UNLIMITED GIRLS      |
| 37           | 1600 METER RELAY | OPEN BOYS AND GIRLS  |

**MIDDLE SCHOOL TRACK COACHES MEET ENTRY LIST**

\_\_\_\_\_ vs \_\_\_\_\_ Date \_\_\_\_\_

|                       |                |                 |                 |                  |                 |
|-----------------------|----------------|-----------------|-----------------|------------------|-----------------|
| <b>85'S Division</b>  |                |                 |                 |                  |                 |
| 400M RELAY BOYS       | 400M RUN BOYS  | 200M RUN BOYS   | 100M DASH BOYS  | LONG JUMP BOYS   | HIGH JUMP BOYS  |
|                       |                |                 |                 |                  |                 |
|                       |                |                 |                 |                  |                 |
|                       |                |                 |                 |                  |                 |
| 400M RELAY GIRLS      | 400M RUN GIRLS | 200M RUN GIRLS  | 100M DASH GIRLS | LONG JUMP GIRLS  | HIGH JUMP GIRLS |
|                       |                |                 |                 |                  |                 |
|                       |                |                 |                 |                  |                 |
|                       |                |                 |                 |                  |                 |
| <b>95'S DIVISION</b>  |                |                 |                 |                  |                 |
| 400M RELAY BOYS       | 400M RUN BOYS  | 200M RUN BOYS   | 100M DASH BOYS  | LONG JUMP BOYS   | HIGH JUMP BOYS  |
|                       |                |                 |                 |                  |                 |
|                       |                |                 |                 |                  |                 |
|                       |                |                 |                 |                  |                 |
| 400M RELAY GIRLS      | 400M RUN GIRLS | 200M RUN GIRLS  | 100M DASH GIRLS | LONG JUMP GIRLS  | HIGH JUMP GIRLS |
|                       |                |                 |                 |                  |                 |
|                       |                |                 |                 |                  |                 |
|                       |                |                 |                 |                  |                 |
| <b>105'S DIVISION</b> |                |                 |                 |                  |                 |
| 400M RELAY BOYS       | 400 RUN BOYS   | 200M RUN BOYS   | 100M DASH BOYS  | LONG JUMP BOYS   | HIGH JUMP BOYS  |
|                       |                |                 |                 |                  |                 |
|                       |                |                 |                 |                  |                 |
|                       |                |                 |                 |                  |                 |
| 400M RELAY GIRLS      | 400M RUN GIRLS | 200M RUN GIRLS  | 100M DASH GIRLS | LONG JUMP GIRLS  | HIGH JUMP GIRLS |
|                       |                |                 |                 |                  |                 |
|                       |                |                 |                 |                  |                 |
|                       |                |                 |                 |                  |                 |
| <b>UNLIMITED</b>      |                |                 |                 |                  |                 |
| 400M RELAY BOYS       | 400 RUN BOYS   | 200M RUN BOYS   | 100M DASH BOYS  | LONG JUMP BOYS   | HIGH JUMP BOYS  |
|                       |                |                 |                 |                  |                 |
|                       |                |                 |                 |                  |                 |
|                       |                |                 |                 |                  |                 |
| 400M RELAY GIRLS      | 400M RUN GIRLS | 200M RUN GIRLS  | 100M DASH GIRLS | LONG JUMP GIRLS  | HIGH JUMP GIRLS |
|                       |                |                 |                 |                  |                 |
|                       |                |                 |                 |                  |                 |
|                       |                |                 |                 |                  |                 |
|                       | OPEN 800M BOYS | OPEN 800M GIRLS | OPEN 1600M BOYS | OPEN 1600M GIRLS | 1600M RELAY     |
|                       |                |                 |                 |                  |                 |
|                       |                |                 |                 |                  |                 |
|                       |                |                 |                 |                  |                 |

## MIDDLE SCHOOL TRACK AND FIELD MEET RESULTS

Place \_\_\_\_\_

vs \_\_\_\_\_

Date \_\_\_\_\_

| EVENT            | FIRST | SCH | SECOND | SCH | THIRD | SCH | FOURTH               | SCH | SCORE |        |        |
|------------------|-------|-----|--------|-----|-------|-----|----------------------|-----|-------|--------|--------|
|                  |       |     |        |     |       |     |                      |     | 5     | 0 or 3 | 0 or 1 |
| 85'S EXPONENT    |       |     |        |     |       |     |                      |     |       |        |        |
| 400M BOYS RELAY  |       |     |        |     |       |     |                      |     |       |        |        |
| 400M GIRLS RELAY |       |     |        |     |       |     |                      |     |       |        |        |
| 400M BOYS        |       |     |        |     |       |     |                      |     |       |        |        |
| 400M GIRLS       |       |     |        |     |       |     |                      |     |       |        |        |
| 200M BOYS        |       |     |        |     |       |     |                      |     |       |        |        |
| 200M GIRLS       |       |     |        |     |       |     |                      |     |       |        |        |
| 100M BOYS        |       |     |        |     |       |     |                      |     |       |        |        |
| 100M GIRLS       |       |     |        |     |       |     |                      |     |       |        |        |
|                  |       |     |        |     |       |     | <b>85'S SCORE</b>    |     |       |        |        |
| 95'S EXPONENT    |       |     |        |     |       |     |                      |     |       |        |        |
| 400M BOYS RELAY  |       |     |        |     |       |     |                      |     |       |        |        |
| 400M GIRLS RELAY |       |     |        |     |       |     |                      |     |       |        |        |
| 400M BOYS        |       |     |        |     |       |     |                      |     |       |        |        |
| 400M GIRLS       |       |     |        |     |       |     |                      |     |       |        |        |
| 200M BOYS        |       |     |        |     |       |     |                      |     |       |        |        |
| 200M GIRLS       |       |     |        |     |       |     |                      |     |       |        |        |
| 100M BOYS        |       |     |        |     |       |     |                      |     |       |        |        |
| 100M GIRLS       |       |     |        |     |       |     |                      |     |       |        |        |
|                  |       |     |        |     |       |     | <b>95'S SCORE</b>    |     |       |        |        |
| 105'S EXPONENT   |       |     |        |     |       |     |                      |     |       |        |        |
| 400M BOYS RELAY  |       |     |        |     |       |     |                      |     |       |        |        |
| 400M GIRLS RELAY |       |     |        |     |       |     |                      |     |       |        |        |
| 400M BOYS        |       |     |        |     |       |     |                      |     |       |        |        |
| 400M GIRLS       |       |     |        |     |       |     |                      |     |       |        |        |
| 200M BOYS        |       |     |        |     |       |     |                      |     |       |        |        |
| 200M GIRLS       |       |     |        |     |       |     |                      |     |       |        |        |
| 100M BOYS        |       |     |        |     |       |     |                      |     |       |        |        |
| 100M GIRLS       |       |     |        |     |       |     |                      |     |       |        |        |
|                  |       |     |        |     |       |     | <b>105'S SCORE</b>   |     |       |        |        |
| UNLIMITED        |       |     |        |     |       |     |                      |     |       |        |        |
| 400M BOYS RELAY  |       |     |        |     |       |     |                      |     |       |        |        |
| 400M GIRLS RELAY |       |     |        |     |       |     |                      |     |       |        |        |
| 400M BOYS        |       |     |        |     |       |     |                      |     |       |        |        |
| 400M GIRLS       |       |     |        |     |       |     |                      |     |       |        |        |
| 200M BOYS        |       |     |        |     |       |     |                      |     |       |        |        |
| 200M GIRLS       |       |     |        |     |       |     |                      |     |       |        |        |
| 100M BOYS        |       |     |        |     |       |     |                      |     |       |        |        |
| 100M GIRLS       |       |     |        |     |       |     |                      |     |       |        |        |
|                  |       |     |        |     |       |     | <b>UNL. SCORE</b>    |     |       |        |        |
| OPEN             |       |     |        |     |       |     |                      |     |       |        |        |
| 800M BOYS        |       |     |        |     |       |     |                      |     |       |        |        |
| 800M GIRLS       |       |     |        |     |       |     |                      |     |       |        |        |
| 1600M BOYS       |       |     |        |     |       |     |                      |     |       |        |        |
| 1600M GIRLS      |       |     |        |     |       |     |                      |     |       |        |        |
| 1600M RELAY      |       |     |        |     |       |     |                      |     |       |        |        |
|                  |       |     |        |     |       |     | <b>OPEN SCORE</b>    |     |       |        |        |
|                  |       |     |        |     |       |     |                      |     |       |        |        |
|                  |       |     |        |     |       |     | <b>TOTAL VISITOR</b> |     |       |        |        |
|                  |       |     |        |     |       |     | <b>TOTAL HOME</b>    |     |       |        |        |

**MIDDLE SCHOOL TRACK LONG JUMP SCORE SHEET**

Place \_\_\_\_\_ vs \_\_\_\_\_ Date \_\_\_\_\_

| DIVISION               | SCH | 1ST JUMP | 2ND JUMP | 3RD JUMP | BEST JUMP | PLACE |
|------------------------|-----|----------|----------|----------|-----------|-------|
| <b>85'S BOYS</b>       |     |          |          |          |           |       |
|                        |     |          |          |          |           |       |
|                        |     |          |          |          |           |       |
|                        |     |          |          |          |           |       |
|                        |     |          |          |          |           |       |
|                        |     |          |          |          |           |       |
| <b>85'S GIRLS</b>      |     |          |          |          |           |       |
|                        |     |          |          |          |           |       |
|                        |     |          |          |          |           |       |
|                        |     |          |          |          |           |       |
|                        |     |          |          |          |           |       |
|                        |     |          |          |          |           |       |
| <b>95'S BOYS</b>       |     |          |          |          |           |       |
|                        |     |          |          |          |           |       |
|                        |     |          |          |          |           |       |
|                        |     |          |          |          |           |       |
|                        |     |          |          |          |           |       |
|                        |     |          |          |          |           |       |
| <b>95'S GIRLS</b>      |     |          |          |          |           |       |
|                        |     |          |          |          |           |       |
|                        |     |          |          |          |           |       |
|                        |     |          |          |          |           |       |
|                        |     |          |          |          |           |       |
|                        |     |          |          |          |           |       |
| <b>105'S BOYS</b>      |     |          |          |          |           |       |
|                        |     |          |          |          |           |       |
|                        |     |          |          |          |           |       |
|                        |     |          |          |          |           |       |
|                        |     |          |          |          |           |       |
|                        |     |          |          |          |           |       |
| <b>105'S GIRLS</b>     |     |          |          |          |           |       |
|                        |     |          |          |          |           |       |
|                        |     |          |          |          |           |       |
|                        |     |          |          |          |           |       |
|                        |     |          |          |          |           |       |
|                        |     |          |          |          |           |       |
| <b>UNLIMITED BOYS</b>  |     |          |          |          |           |       |
|                        |     |          |          |          |           |       |
|                        |     |          |          |          |           |       |
|                        |     |          |          |          |           |       |
|                        |     |          |          |          |           |       |
|                        |     |          |          |          |           |       |
| <b>UNLIMITED GIRLS</b> |     |          |          |          |           |       |
|                        |     |          |          |          |           |       |
|                        |     |          |          |          |           |       |
|                        |     |          |          |          |           |       |
|                        |     |          |          |          |           |       |
|                        |     |          |          |          |           |       |

## MIDDLE SCHOOL TRACK HIGH JUMP SCORE SHEET

PLACE \_\_\_\_\_ vs \_\_\_\_\_ Date \_\_\_\_\_

| 85's BOYS DIV.   | SCH | 3'6"  | 3'8"  | 3'10" | 4'0" | 4'2"  | 4'4" | 4'6"  | 4'8"  | 4'10" | 5'0" | BEST | PLACE |
|------------------|-----|-------|-------|-------|------|-------|------|-------|-------|-------|------|------|-------|
|                  |     |       |       |       |      |       |      |       |       |       |      |      |       |
|                  |     |       |       |       |      |       |      |       |       |       |      |      |       |
|                  |     |       |       |       |      |       |      |       |       |       |      |      |       |
|                  |     |       |       |       |      |       |      |       |       |       |      |      |       |
| 85'S Girls DIV.  | SCH | 3'6"  | 3'8"  | 3'10" | 4'0" | 4'2"  | 4'4" | 4'6"  | 4'8"  | 4'10" | 5'0" |      |       |
|                  |     |       |       |       |      |       |      |       |       |       |      |      |       |
|                  |     |       |       |       |      |       |      |       |       |       |      |      |       |
|                  |     |       |       |       |      |       |      |       |       |       |      |      |       |
|                  |     |       |       |       |      |       |      |       |       |       |      |      |       |
| 95'S BOYS DIV.   | SCH | 3'8"  | 3'10" | 4'0"  | 4'2" | 4'4"  | 4'6" | 4'8"  | 4'10" | 5'0"  | 5'2" |      |       |
|                  |     |       |       |       |      |       |      |       |       |       |      |      |       |
|                  |     |       |       |       |      |       |      |       |       |       |      |      |       |
|                  |     |       |       |       |      |       |      |       |       |       |      |      |       |
|                  |     |       |       |       |      |       |      |       |       |       |      |      |       |
| 95'S Girls DIV.  | SCH | 3'6"  | 3'8"  | 3'10" | 4'0" | 4'2"  | 4'4" | 4'6"  | 4'8"  | 4'10" | 5'0" |      |       |
|                  |     |       |       |       |      |       |      |       |       |       |      |      |       |
|                  |     |       |       |       |      |       |      |       |       |       |      |      |       |
|                  |     |       |       |       |      |       |      |       |       |       |      |      |       |
|                  |     |       |       |       |      |       |      |       |       |       |      |      |       |
| 105'S BOYS DIV.  | SCH | 3'10" | 4'0"  | 4'2"  | 4'4" | 4'6"  | 4'8" | 4'10" | 5'0"  | 5'2"  | 5'4" |      |       |
|                  |     |       |       |       |      |       |      |       |       |       |      |      |       |
|                  |     |       |       |       |      |       |      |       |       |       |      |      |       |
|                  |     |       |       |       |      |       |      |       |       |       |      |      |       |
|                  |     |       |       |       |      |       |      |       |       |       |      |      |       |
| 105'S Girls DIV. | SCH | 3'8"  | 3'10" | 4'0"  | 4'2" | 4'4"  | 4'6" | 4'8"  | 4'10" | 5'0"  | 5'2" |      |       |
|                  |     |       |       |       |      |       |      |       |       |       |      |      |       |
|                  |     |       |       |       |      |       |      |       |       |       |      |      |       |
|                  |     |       |       |       |      |       |      |       |       |       |      |      |       |
|                  |     |       |       |       |      |       |      |       |       |       |      |      |       |
| UNL. BOYS DIV.   | SCH | 4'2"  | 4'4"  | 4'6"  | 4'8" | 4'10" | 5'0" | 5'2"  | 5'4"  | 5'6"  | 5'8" |      |       |
|                  |     |       |       |       |      |       |      |       |       |       |      |      |       |
|                  |     |       |       |       |      |       |      |       |       |       |      |      |       |
|                  |     |       |       |       |      |       |      |       |       |       |      |      |       |
|                  |     |       |       |       |      |       |      |       |       |       |      |      |       |
| UNL. GIRLS DIV.  | SCH | 3'8"  | 3'10" | 4'0"  | 4'2" | 4'4"  | 4'6" | 4'8"  | 4'10" | 5'0"  | 5'2" |      |       |
|                  |     |       |       |       |      |       |      |       |       |       |      |      |       |
|                  |     |       |       |       |      |       |      |       |       |       |      |      |       |
|                  |     |       |       |       |      |       |      |       |       |       |      |      |       |
|                  |     |       |       |       |      |       |      |       |       |       |      |      |       |

SECTION

FOUR

SEEDING  
AND  
ALL-CITY

## Seeding Process

### PRE-MEETING

- 1) Approximately 3 weeks prior to the All-City Meet, the event will be posted on-line at **www.directathletics.com**. Coaches should make sure their school has been set up with an account. Once this is done, coaches should enter their athletes in their respective events via Direct Athletics (See Page 20 for instructions) by the date shown on the track schedule. Make sure you spell names correctly, enter athlete in the proper division and event, and enter the correct time and/or distance mark!
- 2) Make sure all athletes entered are eligible. Use the most recent GPA report and make sure any transfer students are eligible.
- 3) Athletes can be entered in only: a) one run and one relay or b) one jump and one relay or c) one event. Note: If an athlete is entered in a higher division than their exponent, they must compete in that higher division if they are competing in two events.
- 4) You can enter up to three (3) athletes in an event.
- 5) The athletic office will post all entries on the web site at [www.cifsf.org](http://www.cifsf.org) the morning after the entry deadline. Please call the athletic office immediately to report any discrepancies. It is crucial that you double check all information at this time. **NO CHANGES WILL BE MADE AFTER THE SEEDING MEETING!**

### SEEDING MEETING

**WHEN IS IT?** THE DATE WILL BE LISTED ON THE TRACK SCHEDULE.  
**WHERE IS IT?** THE ATHLETIC OFFICE at SOTA  
**WHEN DOES IT START?** 4:00PM – THIS IS THE MOST IMPORTANT PART BECAUSE WE **CANNOT** START UNTIL ALL COACHES ARE PRESENT AND PREPARED.

### **WHAT DO YOU HAVE TO BRING? THREE THINGS**

1. **YOURSELF** BY OR BEFORE 4:00PM.
2. **MASTER ENTRY SHEETS** – INCLUDE ALL TIMES, TO THE TENTH OF A SECOND AND ALL HEIGHTS AND DISTANCES TO THE INCH.

YOU SHOULD HAVE USED THIS LIST TO COPY FROM WHEN ENTERING YOUR ATHLETES ON DIRECTATHLETICS.COM.

3. **TRACK MEET RESULT SHEETS** – YOU MUST BRING THESE TO VERIFY TIMES ENTERED ON YOUR MASTER ENTRY SHEET. COACHES MAY WISH TO CHALLENGE A TIME THAT THEY MAY FEEL IS INACCURATE. ANY CHALLENGES MUST BE MADE AT THIS MEETING.

## **CERTIFICATION PROCEDURES**

1. A CHECK THROUGH EACH EVENT SEEDED (BY COMPUTER) WILL BE MADE. CHECK FOR ACCURACY AND ANY NAMES OMITTED, ETC.
2. ANY IRREGULARITIES FOUND AFTER THE SEEDING MEETING MAY BE ADJUDICATED BY THE GAMES COMMITTEE. REQUEST MUST BE MADE IN WRITING BEFORE THE START OF THE MEET.

NOTE, STUDENTS WHO ARE IMPROPERLY SEEDED DUE TO COACHES ERROR SHALL BE PLACED IN A HEAT WITH AN AVAILABLE LANE. (ATHLETES WILL NOT BE ELIMINATED BECAUSE OF A COACHES ERROR.)



## How to Submit Entries - Track & Field

### STEP 1 - ACCESSING YOUR DIRECTATHLETICS ACCOUNT

Each coach must have a DirectAthletics username and password for his/her team. If you don't know your username and password, click [HERE](#). You will use the same account to enter all meets run through DirectAthletics.

**\*\*NOTE ABOUT MEN'S AND WOMEN'S ACCOUNTS: You control only one gender at time, so you will complete the below steps for your Men, and then switch to your Women's team and repeat the process (or vice versa). The team you are controlling is listed on the blue navigation bar across the top of your account, for example:**

**Sport:** Track & Field **Team:** Guilford (M)

**This indicates that you are controlling the Guilford MEN'S team (M=MEN). To switch to your Women's team, you would select "Guilford (W)".**

### STEP 2--SETTING UP YOUR ONLINE ROSTER

Before entering an athlete into a meet, you must add all attending athletes to your roster. If an athlete is already on your roster (from previous seasons or meets) you do not need to add him/her again.

- 1) Upon logging in, click the TEAM tab. (New users will automatically be in the TEAM module)
- 2) If you have used DirectAthletics before, you will see your existing athletes on your roster. New Users should click the green "Add Athletes" link.
- 3) Click the green "Add Athletes" link under the Team Roster header. Select an approximate number of athletes you would like to add (you can add more at any time).
- 4) Enter your athletes' First Name, Last Name, and School Year and click "Submit".
- 5) You may add, edit or delete athletes on your Team Roster at anytime by clicking the TEAM tab. To add athletes, click the green "Add Athletes" link at any time. To delete or edit athletes, check the box to the left of each athlete(s) and then click the red "Delete Selected" link or the blue "Edit Selected" link respectively.

### STEP 3--SUBMITTING ONLINE MEET ENTRIES

Once your athletes are added to your roster, you must submit your entries.

- 1) In the HOME tab (under Upcoming Meets) or in the SCHEDULE tab, click the green Register button next to the meet you wish to enter.
- 2) If prompted, choose an entry method. We HIGHLY Recommend using the NEW, "Enter by Athlete" method.
- 3) Follow onscreen instructions for submitting your entries. You will see a running tally of your entries on the right side of your screen.
- 4) When you are finished with your entries, click the "Finish" link.
- 5) You will see a list of your current, submitted entries. Click the appropriate link to receive an EMAIL confirmation or a PRINTABLE confirmation.
- 6) To edit your existing entries, click the blue Edit Entries button next to the meet name on your Upcoming Meets or complete Schedule.

## **ALL-CITY AT KEZAR**

First, there are no staging areas and no room for more than ONE event lined up behind the starting line.

Second, there is only one area for the High Jump competition at the west end of the track.

Third, the Long Jump pits (2) are in opposite directions. We use the one going from west to east.

Fourth, there will be one finish line, as at SOTA, the starting line will move accordingly.

Fifth, probably the only access to Kezar will be at the East gate. Participants must be in uniform and wait for the coach on finals day.

Sixth, parking will be tough; there are a lot of no parking areas now. There is a pay lot right next to Kezar Pavilion.

## **THE MECHANICS OF THE MEET**

The last section of the stands (section nearest the starting line) will be roped off for participants only.

As the participants of each event report, they will be seated by heat and lane.

As each event reports to the starting line, the next event moves down in the bleachers and takes their place. This way you can have four events ready at all times.

This will also allow the waiting events to watch the races better.

Benches are to be placed near the Victory stand so that the 3 medal winners can relax and wait for their turn to mount the stand. This will include the Monday, Tuesday, and Wednesday High Jump and Long Jump medal winners.

## **EIGHT LANE SCORING FOR FINALS**

1<sup>ST</sup> PLACE=10 POINTS, 2<sup>ND</sup> PLACE=8 POINTS, 3<sup>RD</sup> PLACE=6 POINTS,  
4<sup>TH</sup> PLACE=5 POINTS, 5<sup>TH</sup> PLACE=4 POINTS, 6<sup>TH</sup> PLACE=3 POINTS,  
7<sup>TH</sup> PLACE=2 POINTS, 8<sup>TH</sup> PLACE=1 POINT