

Mid-week Meet Management

January, 2017
Ohio HS Athletic Association Clinic

Introduction

- Presenter: Rich Thomasey
- Background/Experience

Presentation

Order of Today's Events

1. Design of Meet /Philosophy/Emphasis *Pros/Cons
2. Pre-Season/End of Season Meeting *Communication
3. Order of Events *Are Changes necessary
4. Hints to Run an Efficient Meet
5. Official Needs, Costs & Justification
6. Promotion of Your Meet
7. Sample Forms

Pure Dual Meet (2 Teams w/B-home & G-away)

PRO

- Meet move quickly
- Rehab of athlete
- Coaches focus
- JV events

CON

- Splits coaching staff
- Competitiveness of events
- Difficult to set up
- Bus costs
- Availability of officials
- Expensive to run

Double Dual (3 Teams @ 1 site w/ G-home—B-away)

PRO

CON

- Officials value \$\$
- Events more Competitive
- More heats, more rest
- Fewer meets = more training
- JV events/Frosh too
- Splits coaching staff
- Need for more officials
- Wait time for opponents
- 9 deep timing
- Difficulty in setting-up

CO-ED DUAL MEET (2 teams B & G @ same site)

PRO

- All coaches at one site
- More rest between events
- Small teams= 1 bus
- Many hands for set-up
- Good value with officials
- Lots of spirit

CON

- Competitiveness of events
- May limit JV participation
- Must be organized
- Need 2 sets of officials i.e./throws

CO-ED DOUBLE/DOUBLE DUAL

(3 teams w/B & G @ same site)

PRO

- Great chance all events will be competitive
- All coaches @ same site
- Great value with officials
- Lots of help setting up meet
- Major event----fan interest, good for parents

CON

- Major event=big time organization
- Cooperation from ALL coaches/teams & officials
- Limited time for PV events
- Need to adjust events
- ?? Number of officials
- Must have rain date

PRE-Season and END Season MEETING

- Determine type of meet and get permission from AD
- Determine Order of Events based on type of meet--all events should be active during meet. i.e. flights vs open pit, PV/HJ
- What events and how JV/Frosh work in
- Hand out cards/standardize sticker size
- Meet warm-up procedures & arrival time
- Exchange facility set-up
- Enforce recommendation of number of officials(minimum to maximum)
- Set up rain dates

PRE-and END SEASON MEETING p 2

- Agree to enforce time and number limitations
- E-mail reminders prior to meet with confirmation
- Hire officials by events w/understanding of how dual/double dual/tri meets will run. Constant evaluation of officials.
- Formal recommendations thru AD's.
- Go Rutgers!!

Middle School Order of Events

By The Book

- 55m LH - Girls
- 100m – B/G
- 1600m – B/G
- 4 x 100m – B/G
- 400m –B/G
- 110m LH- Boys
- 800m- B/G
- 200m – B/G
- 4 x 200m – B/G

Possible Order * Change

- 1600m – Boys *
- 100m – B/G
- 1600m – Girls
- 4 x 100m – B/G
- 110m LH – B/G (36>30 & 30)
Run 10 hurdles*
- 400m – B/G
- 800m – B/G
- 200m – B/G**
- 4 x 200m – B/G

Hints for an Efficient Middle School Meet

1. Field events 15 min before running
2. Flights in LJ/TJ & Throws
3. Match races in sprints? Officials! Split 200m?*
4. Timed heights in HJ-no waiting-publish schedule
5. Floating bar in PV
6. Stickers
7. Officials as coaches too
8. Order of events card for everyone! Run thru meet in practice/ Announcer
9. Line up after finish of 16 & 8 on side
10. HS helpers/Line clerk, hurdle crew, rakers essential
11. Safety first! Hold meets in warmer weather & close together
12. Practice all events

HIGH SCHOOL ORDER OF EVENTS

1 Session Meet by Rule Book---Boys then Girls

- | | |
|-------------------|--------------|
| 1. 4 x 800m | 7. 400m |
| 2. 110/100m
HH | 8. 300m IH |
| 3. 100m | 9. 800m |
| 4. 4 x 200m | 10. 200m |
| 5. 1600m | 11. 3200m |
| 6. 4 x 100m | 12. 4 x 400m |

Revised by Conf Coaches Boys then Girls/example

- | | |
|--------------------|----------------|
| 1. 3200m-G * | 7. 800m |
| 2. 400m IH * | 8. 200m |
| 3. 100m | 9. 1600m-G * |
| 4. 1600m-B * | 10. 3200m-B |
| 5. 400m | 11. 4 x 400 |
| 6. 110/100m*
HH | 12. JV Relay * |
- *change

Hints for an Efficient Meet

1. During the 1st 3200m run:
 - Run 2 flights of V athletes in Long Jump who entered in events #2 & 3 (100m & IH). Can also add a top competitor.
 - Small flights continue for 1 hour. Use flight specific warm-up.
 - TJ to end of meet.
2. Check in for field events. w/card or sticker at start of meet.

Hints for an Efficient Meet

3. Eliminate complete team warm-up. Arrivial time is key here.
4. Eliminate run backs in LJ/TJ, HJ & PV. Warm-up before checking steps. Measure steps out/mark immediately.
5. Set up as much of the facility during school day.
6. Lanes 4-5-6 for IH set up before meet. Easier to move and set HH during the meet.

Hints for an Efficient Meet

7. Run Boys hurdles first.
8. JV/Frosh events. You must score them. Heat 3 & 4 for JV, 5 & 6 for frosh. Run 100m, HH, 1600m, 800m. Run B&G together in distance races. End meet with sprint relay.(100,100,200,400).
9. Finish Line: Send results to re-write IMMEDIATELY
 - Result sheet for every events in order w/line clerk.
 - Stickers worn or with manager in order @ finish.

Hints for an Efficient Meet

10. PV/HJ: Start immediately

- With 1 pit: Most girls and low height boys for 1 hour, followed by top jumpers. May want to use floating bar to save time, speed up jumping.
- With 2 pits: B & G separate
 - (high pit/low pit set-up did not work well for us but try it)

Hints for an Efficient Meet

12. Throws: 2 sets of Officials to rotate events

- May have to limit # of athletes (NJ is 5)
- Boys Order: D----SP----J
- Girls Order: SP----J----D
- JV/Frosh Throwers: 2 or 3 athletes per team during warm-up of next event as 1 Official or Home Coach stays behind to mark. # of total throws TBD

13. Keep kids in stands away from finish! Or at least try!!

Official Needs, Costs & Justification

(Cost for 3 team B&G Meet @ 1 site)

Carded/Paid Officials

- 1 Starter @ 125
- 6 Finish Line Judges @ 85
- 4 Throws @ 85
- 4 Jumps @ 85
- 1 Event Clerk @ 85
- TOTALS: \$1,400.00

Unpaid Official Needs

- 1 Announcer
- 1 Finish Recorder
- 1 Re-write
- 6-8 Field Event Recorders
- 1 Sticker Person
- 1 Line Assistant
- 4 Rakers

Official Costs Justified

- Using baseball and softball as sports where the coaches are paid the same as track, lets take a look: 3 teams involved
- Baseball/softball play 2 games away using 4 busses @ 250 = 1000.00
- Home officials for 6 games = 4@85, 4@ 70, 4@ 60 for a total of 860.
- Grand total: 1860.00 or 460.00 MORE than our track meet!

Promotion of Your Meet

- Start on Time/Sing National Anthem
- Run score board clock in “right direction”
- Announce each event and running score/score board for running totals on field.
- Use refreshment stand
- Student workforce with special T-shirts
- Program/w profiles and score sheet

	A	B	C	D	E	F	G	H
1	Long Jump		High Jump		Pole Vault		Track Events	
2								
3	Clip Board -2		Clipboards		Clipboard		pencils/pens	
4	Pencils/ Pens		Pencils/Pens		Pencils/Pens		Judges stand	
5	Papers-Blue&Pink		Papers		Papers		Tighten hurdles	
6	Broom		Stapler		stapler		oil hurdles	
7	Stapler		1-10' Tape		Rule book		cones/ally start	
8	2-25' Steel Tapes		Mark Area		Clean area		4' cone for break	
9	Cones		Helpers		bucket for area		x-zone flags	
10	2 Rakes		Check Standards		Cement work		tables- 2	
11	Flags & posts		2 practice bars		fix standards		radios	
12	Markers		1 meet bar		2 practice bars		canopy	
13	Helpers		set up pits		1 meet bar		set up area	
14	Paint Board		2 chairs		2 chairs			
15	2 Chairs		do entries		lifter			
16	Clean Area		change any rules		extra pits			
17	do entries				extender for JV		Finish Line	
18					canopy			
19							seed sheets	
20	Paper Work		Refreshment		Awards		clipboards	
21							radios	
22	Do medals		Call		order medals		stopwatches	
23	take stickers off		Get ok		separate awards		whistles	
24	envelopes		get money		order 6 trophies		gun/ammo	
25	get enrollment #		check on water		set up area		canopy	
26	officials info		volunteers		table/chairs		helpers-4	
27	programs		buy food				clerk seed sheets	
28	entry cards - Jim		get keys					
29								
30								
31	Javelin - Boys	Girls	Shot Put - Boys	Girls	Discus		Misc	
32								
33	Toe Board		Clean/ Paint circle		Sweep circle		do medals	
34	Sector lined		Sector lines to 50'	35'	Sector lines		hj rules	
35	Fencing		Clean sector		Soft netting		cement work	
36	Stakes/ropes		Cones		Bucket water		painting	
37	chalk machine		clipboard		towels		screens	
38	Clipboards		pencils/pens		Clipboard		ladder - PV	
39	Pencils/pens		paper work		Pencils/pens		order canopy	
40	Tape 250'	150'	shots-3		paper work		paint/brushes	
41	Cones		helpers		tapes - 200'		hh girls lines	
42	Paperwork		chairs		cones		check out PA	
43	Flight line-up		tape-75'	50'	fencing		Move speakers	
44	Chairs - 2		Flags and posts		flight set-up		water to Ref. St	
45	Helpers		Distance markers		chairs		PV wheel	
46	Distance markers		Water bucket		distance markers		cheese boxes	
47			screens				award table/canopy	
48								
49								
50								

Event	Boy	Girl	Heat
Heat/Lane	Athletes Name - Tag	Time	Final Place

NAME:	COM #			
SCHOOL:				
EVENT:	DIV:			
SEED:				
	HEAT	LANE	PLACE	TIME
TRIAL				
SEMI				
FINAL				

EVENT CARD
Please Print Clearly

Event _____ Seed _____

Contestant _____

School _____

	Heat	Lane	Place	Time
Trials	_____	_____	_____	_____
Semis	_____	_____	_____	_____
Finals	_____	_____	_____	_____

SKYLAND CONFERENCE FRESHMAN/SOPHOMORE CHAMPIONSHIPS		
EVENT	SEED	
NAME		
SCHOOL		
HEAT	LANE	TIME

Pole Vault / High Jump EVENT Card

(Circle one)

High Jump

Pole Vault

Division _____

Comp. # _____

Athlete Name _____

(First)

(Last)

SEED: _____

SCHOOL _____

POLE VAULT ONLY: I _____ certify that the above named vaulter will use a legal
(PRINT Vaulter's Coach's Name)

pole rated at or above his/her weight of _____.

Today's Date: _____ Coach's Signature _____

O = Successful

P = Passed *

X = Failure

	1	2	3	4	5	6	7	8	9	Best	PLACE
Height											

Official's Signature _____

Use One Pin Only

EVENT _____ SEED _____

NAME _____

SCHOOL _____ DIV. _____

Time

Place

Heat _____

Semi _____

Final _____

NAME: _____
 CLUB/SCHOOL: _____
 DIV. _____ EVENT _____ MARK _____
 M-F ATHLETIC (800) 556-7464
 NAME: _____
 CLUB/SCHOOL: _____
 DIV. _____ EVENT _____ MARK _____
 M-F ATHLETIC (800) 556-7464

NAME:	NAME:	NAME:
EVENT:	EVENT:	EVENT:
SCHOOL:	SCHOOL:	SCHOOL:
NAME:	NAME:	NAME:
EVENT:	EVENT:	EVENT:
SCHOOL:	SCHOOL:	SCHOOL:
NAME:	NAME:	NAME:
EVENT:	EVENT:	EVENT:
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EVENT:	EVENT:	EVENT:
SCHOOL:	SCHOOL:	SCHOOL:
NAME:	NAME:	NAME:
EVENT:	EVENT:	EVENT:
SCHOOL:	SCHOOL:	SCHOOL:

- FIELD Event Entry Card>>INDIVIDUAL

CIRCLE EVENT: SP D JAV LJ TJ

School _____ (Circle) B G SEED _____

Place Your Sticker Below	T1	T2	T3	T4	Best
					Place

SKYLAND CONFERENCE FRESHMAN/SOPHOMORE TRACK & FIELD CHAMPIONSHIPS

FIELD EVENT CARD

SHOT PUT DISCUS JAVELIN LONG JUMP TRIPLE JUMP

NAME	SCHOOL
------	--------

SEED

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TRIAL # 1

--

TRIAL # 2

--

TRIAL # 3

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BEST MARK

HIGH SCHOOL TRACK AND FIELD

Events: 100M 200M 400M HH IH Event No. _____

Boys ____ Girls ____ Varsity ____ Other ____ Page ____ of ____

Heat 1	Name	School	Time	Place	Points
1					
2					
3					
4					
5					
6					

Heat 2	Name	School	Time	Place	Points
1					
2					
3					
4					
5					
6					

SCORING (5 - 3 - 1)

1. _____	1. _____	1. _____
2. _____	2. _____	2. _____

NEWSPAPER RESULTS

Place	Name	School	Time
1			
2			
3			
4			

HIGH SCHOOL TRACK AND FIELD

Events: 800M 1600M 3200M _____ Event No. _____
 Boys ____ Girls ____ Varsity ____ Other ____ Page ____ of ____

Position	Name	School	Time	Place	Points
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					

SCORING (5 - 3 - 1)

1. _____ 1. _____ 1. _____
 2. _____ 2. _____ 2. _____

NEWSPAPER RESULTS

Place	Name	School	Time
1			
2			
3			
4			

HIGH SCHOOL TRACK AND FIELD

OPPONENTS _____

DATE - _____

EVENTS: Shotput Discus Javelin Long Jump

EVENT NO. _____

Boys _____ Girls _____ Varsity _____ Other _____

Page ____ of ____

	Name	School	1	2	3	4	Best	PI	Pts
1									
2									
3									
4									
5									
6									
7									
8									
9									
10									
11									
12									
13									
14									
15									

SCORING (5 - 3 - 1)

1. _____	1. _____	1. _____
2. _____	2. _____	2. _____

NEWSPAPER RESULTS

Place	Name	School	Height/Distance
1			
2			
3			
4			

HIGH SCHOOL TRACK AND FIELD

OPPONENTS _____

DATE - _____

EVENTS: High Jump / Pole Vault

EVENT NO. _____

Boys _____ Girls _____ Varsity _____ Other _____

Page ____ of ____

ORDER	NAME	SCHOOL	HEIGHT OF BAR																														BEST	PLACE	POINTS
			1	2	3	1	2	3	1	2	3	1	2	3	1	2	3	1	2	3	1	2	3	1	2	3	1	2	3	1	2	3			
1																																			
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12																																			
13																																			
14																																			
15																																			

Newspaper Results

SCORING (5 - 3 - 1)			Place	Name	School	Height
1. _____	1. _____	1. _____	1			
2. _____	2. _____	2. _____	2			
			3			
			4			

HIGH SCHOOL TRACK AND FIELD SCORING SHEET

OPPONENTS _____

DATE - _____

BOYS _____ GIRLS _____

SCORING (5 - 3 - 1)
RELAY (5 - 0)

	TEAM	TEAM		TEAM	TEAM		TEAM	TEAM
EVENT			EVENT			EVENT		
IH			IH			IH		
100M			100M			100M		
1600M			1600M			1600M		
400M			400M			400M		
HH			HH			HH		
800M			800M			800M		
200M			200M			200M		
3200M			3200M			3200M		
4 x 400M			4 x 400M			4 x 400M		
HighJump			HighJump			HighJump		
LongJump			LongJump			LongJump		
PoleVault			PoleVault			PoleVault		
ShotPut			ShotPut			ShotPut		
Discus			Discus			Discus		
Javelin			Javelin			Javelin		
Triple Jump			Triple Jump			Triple Jump		
Final Score			Final Score			Final Score		



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Spring Track & Field

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[Boys](#)

Spring Track & Field 2012 Schedule

Day	Date	Meet	Time Place / Directions
March			
Sun.	3/25	Ridge Runners 5k Fund Raiser	Noon Mountain Park
Sat.	3/31	Somerset County Relays	9:00 Ridge
April			
Tue.	4/10	Watchung Hills/North Hunterdon	3:45 Home - Girls NH - Boys
Thur.	4/12	Frosh/Novice	10:00 Home
Sat.	4/14	Skyland Conf. Relays	9:00 Hunterdon Central
Tue	4/17	Hillsborough/Phillipsburg	3:45 Girls - Hillsborough Boys
Fri.	4/20	NY Relays	TBA Icahn Stadium, NY p
Sat.	4/21	NY Relays	TBA Icahn Stadium, NY
Tue	4/24	Bridgewater/Franklin	TBA Girls - B'Water Boys Fr
Thu.	4/26	Penn Relays	TBA Univ. of Penn
Fri.	4/27	Penn Relays	TBA Univ. of Penn
Sat.	4/28	Penn Relays	TBA Univ. of Penn
Sat.	4/28	Randolph Relays	9:00 Randolph H.S.
Mon.	4/30	Frosh/Novice	4:00 Ridge
May			
Tue.	5/1	Hunt. Central/Montgomery	3:45 Hunterdon Central
Tue.	5/8	Somerset County Championships	TBA Hillsborough
Thu.	5/10	Ridge Novice Inv.	4:00 Ridge
Wed.	5/16	Skyland Conference Championship	TBA Hillsborough
Sun.	5/20	East Coast Relays Practice	TBA Ridge
Mon.	5/21	East Coast Relays	3:30 Randolph H.S.
Tue.	5/22	Skyland Conf. Frosh/Soph	3:45 Girls - Voorhees Boys R
Fri.	5/25	NJ2 Group IV State Section	4:00 Ridge
Sat.	5/26	NJ2 Group IV State Section	10:00 Ridge
June			
Fri.	6/1	Group IV Championships	TBA Old Bridge
Sat.	6/2	Group IV Championships	TBA Old Bridge
Thur.	6/7	Meet of Champions	TBA Old Bridge
Thu - Sat.	6/14 - 6/16	New Balance Nationals	TBA Greensboro, NC