



DIAA 2022 Unified Track Championship Manual

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DIAA Unified Sports Committee Members

Committee Member Name	Affiliation	Title
Jon Buzby, Chair	Special Olympics Delaware	Director
Bob Beron	Caesar Rodney High School	Athletic Director
Kevin Charles	Public Member	Retired, Former DIAA Executive Director
Gary Cimaglia	Special Olympics North America	Director
Layne Drexel	DIAA	NFHS Basketball Rules Interpreter & Official
Kylie Frazer	Special Olympics Delaware	Director of Sports
Andrew Layton	Woodbridge High School	Coach
Brian Mattix	McKean High School	Principal
Tom MacLeish	Public Member	
Chris Muscara	Appoquinimink High School	Athletic Director
Theresa Repole	Newark Charter High School	Athletic Trainer
Nate Threatts	Special Olympics Delaware	Manager of Unified School Programs and Unified Track Rules Interpreter
Dr. Matt Voltz	Delaware Orthopaedic Specialists	Physician
Pete Celiberti	DIAA	Unified Flag Football Rules Interpreter & Official
Jerry Kobasa	Public Member	Retired

Specific Information

Item 1. Governing Rules

- A. The rules as stipulated in the current edition of the DIAA/SODE Unified Track & Field Rules, the NFHS Track and Field Rules Book, and the DIAA Official Handbook will be in effect.

Item 2. Location, Date and Starting Times

- A. The 2022 Unified Team Track & Field State Championship Meet will be held on Saturday, May 7, 2022, at 9:00 AM at Caesar Rodney High School. This site may change due to availability.
- B. Teams should not arrive before 8 AM on Saturday. (Gates will not open until 8:00 AM). Team buses must park in areas designated by the Site Manager.
- C. Inclement Weather/Postponement
 - 1. In the event of inclement weather all attempts will be made to complete all finals on Saturday, May 7th, 2022.
 - 2. If the finals on Saturday must be postponed, they will be rescheduled for a time to be determined later by DIAA and the Unified Sport Committee Chair.
 - 3. Information concerning the postponement and rescheduling of events can be obtained through the DIAA Unified Track Sport page located on the DIAA website https://education.delaware.gov/diaa/sport_championships/unified_sports/unified-track-and-field/, the school's athletic website, and school personnel through the school athletic director.

Item 3. Entry Procedures

- A. All athlete event entries must be emailed to Nate Threatts at nate.threatts@sode.org by entry deadline of Sunday, May 1st at Noon. There will be no additional entries allowed after May 1, but changes to your entry scores may be made until Wednesday, May 4th at 10:00pm.



- B. Only Performances from the 2022 DIAA Outdoor Track Season will be accepted.
- C. Per NFHS Rule 4-2, a competitor shall not compete in more than four events, including relays. All team entries in the 4 x 100 meter relay and the 4 x 200 meter relay will be accepted.
- D. Events and performances should be listed exactly as recorded at the meet with the seeding committee making the conversions.
 - 1. Auto times are listed to the hundredth.
 - 2. Hand Times must be submitted in their raw format without conversion. Coaches are not to convert the hand times. The Seeding committee will make all conversions. Hand times are only listed to the next higher tenth and are never listed in hundredths. Hand times listed to the hundredth will not be accepted and may be considered a Sportsmanship issue.
- E. Relay teams should be entered listing all relay personnel and possible alternates. **Coaches should enter up to eight athletes per relay.** The actual participants will be listed on the card handed in at the time of the event. An athlete must be on the team's submitted roster to participate in a relay. If an athlete is not on the team's roster submitted online, the relay team will be disqualified.

Item 4. Entry Procedures Timeline

- A. Sunday, May 1 at Noon: All athlete event entries must be emailed to Nate Threatts at nate.threatts@sode.org.
- B. Monday, May 2 at Noon: Seeding Meeting
- C. Tuesday, May 3 at Noon: Email entries separately to each team. A Preliminary Schedule of Events will be included with the emailed entries to give coaches a basic idea of the time schedule.
- D. Wednesday, May 4 at 10:00pm: Deadline for teams to email changes to your entry scores to Nate Threatts at nate.threatts@sode.org.
- E. Thursday, May 5 at 2:00 PM: Complete list of accepted entries with performances posted and distributed.
- F. Thursday, May 5 at 5:00 PM: Deadline for Entry Challenges
- G. Thursday, May 5 at 7:00 PM: Final entry list posted and distributed (only if challenges are made).

Item 5. Entry Limitations and Requirements

- A. A school may enter as many contestants as possible per individual event but must designate on registration form a maximum of three qualified contestants per individual event that are eligible for team scoring.
- B. A school may enter one team per relay race. All team time entries in the 4 x 100 meter relay and the 4 x 200 meter relay will be accepted, there is no minimum time requirement.

Item 6. Order of Events and Time Schedule (Tentative & Subject to Change)

- A. Unless otherwise indicated, event will be conducted in the following order: Girls, Boys

Events Schedule						
Start Time	Field Event	Round		Start Time	Track Event	Round
9:00 AM	Girls Long Jump	Finals		9:00 AM	4x200 Meter Relay	Finals
	Boys Long Jump	Finals			100 Meter Dash (Girls, Boys)	Finals
	Girls Shot Put	Finals			400 Meter Dash (Girls, Boys)	Finals
	Boys Long Jump	Finals			200 Meter Dash (Girls, Boys)	Finals
					4x100 Meter Relay	Finals

Item 7. Admission Policies

- A. Admission will not be charged at the Team Championship.

Item 8. Event Manager

- A. A member of the Unified Sports Committee will be appointed to serve as the Game Manager. He/She will serve as the liaison between the Committee, the host school and the participating schools. The Game Manager is responsible for ensuring compliance with the policies and procedures established by the Unified Sports Committee.
 - 1. In the event of a serious accident or injury to a coach, athlete, official, spectator, or game worker, the Game Manager will notify the injured party's athletic director and the DIAA Executive Director as soon as possible.
 - 2. In the event of a serious sportsmanship related incident, the Game Manager will contact the DIAA Executive Director and Unified Sport Committee Chair as soon as possible.



Item 9. Responsibilities of Host School

- A. A member school agrees to host the meet.
- B. Each host school designates and supervises the individuals who serve as the Site Director and support personnel. The number of support and police personnel **MUST** be approved by DIAA's Executive Director prior to the start of the event.
 - 1. Support personnel may include:
 - a. Security (an individual who monitors the crowd but is not a law enforcement officer), and
 - b. Announcer
- C. The Site Director's responsibilities include:
 - 1. Arrange for the services of a certified athletic trainer.
 - 2. Ensure that an Announcer is assigned for the Meet.
 - 3. Set up the track and field areas according to current NFHS specifications.
 - 4. Provide parking facilities for buses and spectators.
 - 5. Provide seating arrangements for spectators, if available.
 - 6. Contact the Meet Director three hours prior to event in the event the competition surface is not in playable condition.
 - 7. Be in attendance and work closely with the Meet Director and DIAA.
 - 8. Clear with the Meet Director and DIAA matters of policy or procedure.
 - 9. Establish a procedure for assisting spectators with disabilities and review the procedure with the appropriate personnel.
 - 10. Review the emergency action plan with the appropriate personnel.
 - 11. Any additional responsibilities as determined by the host school, Unified Committee Chair, and DIAA.
- D. The host school must consult with the DIAA office concerning security and police personnel.
 - 1. Any expenses concerning security and police personnel must be pre-approved by DIAA's Executive Director.
 - 2. Police will be paid the game fee or hourly rate customarily paid at the game locale. The bill should be sent to DIAA.
- E. The Meet Director's general responsibilities will include the following:
 - 1. Supervise the conduct of the meet and perform such duties as are necessary to ensure that the meet runs smoothly.
 - 2. Confer with the Outdoor Track Committee regarding the personnel and resources necessary to organize and conduct a successful meet.
 - 3. Participate in a preseason meeting with the officials and head coaches to preview the meet procedures.
 - 4. Assign all officials so as to ensure the orderly conduct of all events.
 - 5. In the event of a serious accident or injury to a coach, athlete, official, spectator, or meet worker, notify the injured party's athletic director and the Executive Director as soon as possible.
 - 6. In the event of a serious sportsmanship related incident, contact the Executive Director as soon as possible.
- F. Public Address System
 - 1. The host school will make every effort to provide a public address system and designate and supervise a responsible adult to serve as an announcer. Every effort should be made to have an announcer familiar with track and field.
 - a. Any announcements not directly related to the meet or not of an emergency nature must be approved by the Meet Director or the DIAA Executive Director.

Item 10. Officials

- A. The Games Committee will be comprised of members of the Unified Sports Committee and will be responsible for the general supervision of the meet. They will be authorized to conduct the activities and carry out the duties stipulated in the 2022 Unified Track & Field Rules and the NFHS Track and Field Officials Manual.
- B. A referee will be appointed, and he/she will have sole responsibility for the proper conduct of all phases of the competition.
 - 1. The referee will have authority over all meet officials.
 - 2. All protests must be submitted to the referee first. No other meet official should be approached.
- C. The Head Field Judge will have authority over all field event officials.
- D. The Jury of Appeals will be comprised of three individuals appointed by the Games Committee. Active coaches will be excluded.
 - 1. Appeals lodged with the Jury must be submitted in writing by the head coach within 30 minutes of the completion of the disputed event and must be accompanied by a \$20.00 fee.
 - a. If the appeal is denied by the Jury, the \$20.00 fee will be placed in the meet receipts.



b. If the appeal is upheld by the Jury, the \$20.00 fee will be returned to the head coach.

Item 11. Uniforms and Dressing Rooms

- A. Competitors must wear school uniforms provided by their high school and compliant with 2022 NFHS rules for Track & Field Competitions.
- B. Teams are to come prepared to compete; no dressing or changing rooms will be available.

Item 12. Contest Procedures, Equipment and Facilities

- A. The head coach of each team will receive an information packet put together by the Unified Sports Committees Track & Field sub-committee.
- B. Coaches and non-participants are prohibited from being in the event areas when competition begins. Failure to comply with this regulation will be considered unsportsmanlike conduct and will result in removal from the stadium for the remainder of the meet.
 - 1. Concerns or protests should be addressed to the Referee away from the competition areas.
- C. No one is permitted to bring large radios or portable stereos into the stadium as they could interfere with the public address announcements to the participants, coaches, and spectators. A small, personal music player with a headset or earphones is permissible; however, these devices are not permitted in the competition area.
- D. Teams are to supply their own batons and shot put which have been weighed and approved by the officials.
- E. Athletes and coaches are not permitted to use cell phones, cameras or electronic communication devices in the competition areas (within the confines of the track or near the jumping or throwing areas.)
- F. Starting blocks will be provided by the host school or the participating schools may bring their own blocks.
- G. Pending permission of host school, team tents are permitted in the upper rows of the visitor bleachers and must be tied down.

Item 13. Scoring and Awards

- A. Eight (8) places will be scored in each individual and relay event and the following points will be awarded: 10-8-6-5-4-3-2-1.
- B. Event sheets will be posted in an appropriate place for coaches and competitors to review. The public address official will announce the results of each event and results be will posted on sode.org.
- C. The following awards will be presented:
 - 1. Team: Trophies will be awarded to the first and second-place teams.

Item 14. Practice at Meet Site

- A. Caesar Rodney High School track and field facilities will not be available for practice prior to the meet.



UNIFIED TRACK & FIELD INDIVIDUAL CHAMPIONSHIP

Specific Information

Item 1. Governing Rules

- A. The rules as stipulated in the current edition of the DIAA/SODE Unified Track & Field Rules, the NFHS Track and Field Rules Book, and the DIAA Official Handbook will be in effect.

Item 2. Location, Date and Starting Times

- A. The 2022 Unified Individual Track & Field State Championship Meet will be held on Friday, May 20, 2022 at 3:00 PM and on Saturday, May 21, 2022 at 10:30 AM at Dover High School. This site may change due to availability.
- B. Teams should arrive between 1:30 PM. and 2:00 PM on Friday. Teams should not arrive before 8 AM on Saturday. (Gates will not open until 8:00 AM). Team buses must park in areas designated by the Site Manager.
- C. Inclement Weather/Postponement
 1. In the event of inclement weather on Friday, the trials and finals will be conducted on Saturday beginning at 9:00 AM. If the finals on Saturday must be postponed, they will be rescheduled for Monday beginning at 3:00 PM.
 2. Information concerning the postponement and rescheduling of events can be obtained through the DIAA website, a school's athletic website and school personnel through the school athletic director.

Item 3. Entry Procedures

- A. Qualifiers for the Individual State Championship (5/21/21 - 5/22/21) at Dover High School will be announced at the end of the Unified Track & Field Team Championship on Saturday, May 7, 2022 at Caesar Rodney High School. Also a list of qualifiers will be emailed to each team on Monday, May 9, 2022.
- B. Teams will have until Monday, May 16 at 3:00 PM to email Nate Threatts at nate.threatts@sode.org to confirm qualifiers and/or relay teams who will be participating in the Individual State Championship (5/20/22 - 5/21/22) at Dover High School.
- C. A school may enter one team per relay race. All team entries in the 4 x 100 meter relay and the 4 x 200 meter relay will be accepted.
- D. Relay teams should be entered listing all relay personnel and possible alternates. **Coaches should enter up to eight athletes per relay.** The actual participants will be listed on the card handed in at the time of the event. An athlete must be on the team's submitted roster to participate in a relay. If an athlete is not on the team's roster submitted online, the relay team will be disqualified.

Item 4. Entry Procedures Timeline

- A. Saturday, May 7: Qualifiers for the Individual State Championship (5/20/22 - 5/21/22) at Dover High School will be announced at the end of the Unified Track & Field Team Championship.
- B. Monday, May 9 at Noon: A list of qualifiers will be emailed to each team.
- C. Monday, May 16 at 3:00pm: Deadline for teams to confirm qualifiers and/or relay teams who will be participating in the Individual State Championship via email to Nate Threatts at nate.threatts@sode.org.
- D. Wednesday, May 18 at 5:00 PM: Final entry list posted and distributed.

Item 5. Entry Limitations and Requirements

- A. All participants will be selected from the 2022 DIAA/SODE Unified Track & Field Team Championship Saturday, May 7, 2022 at Caesar Rodney High School.
 1. To qualify an athlete must place in the **TOP 8** in there event at the 2022 DIAA/SODE Unified Track & Field Team Championship Saturday, May 7, 2022 at Caesar Rodney High School.
 2. Each School may enter one team per relay

Item 6. Order of Events and Time Schedule (Tentative & Subject to Change)

- A. Unless otherwise indicated, event will be conducted in the following order: Girls Division II, Girls Division I, Boys Division II, Boys Division I



Friday Events						
Start Time	Field Event	Round		Start Time	Track Event	Round
3:00 PM	Girls Pole Vault Division 2	Finals		3:15 PM	4x800 Meter Relay	Finals
	Girls Long Jump Division 1	Finals			Girls 100 Meter Hurdles (D2,D1)	Prelims
	Girls Discus Throw Division 2	Finals			Boys 110 Meter Hurdles (D2,D1)	Prelims
	Boys Long Jump Division 2	Finals			100 Meter Dash	Prelims
	Boys Shot Put Division 1	Finals			3200 Meter Run	Finals
	Boys High Jump Division 1	Finals				
	Girls Pole Vault Division 1	Finals				
	Girls Long Jump Division 2	Finals				
	Girls Discus Throw Division 1	Finals				
	Boys Long Jump Division 1	Finals				
	Boys Shot Put Division 2	Finals				
	Boys Shot Put Unified	Finals				
	Boys High Jump Division 2	Finals				
	Girls Long Jump Unified	Finals				

Saturday Events						
Start Time	Field Event	Round		Start Time	Track Event	Round
10:30 AM	Girls Shot Put Unified	Finals		11:00 AM	Mixed 50 Meter Dash Wheelchair	Finals
11:00 AM	Boys Pole Vault Division 2	Finals			100 Meter Hurdles	Finals
11:00 AM	Boys Triple Jump Division 1	Finals			Girls 100 Meter Dash (D2,D1)	Finals
11:00 AM	Boys Discus Throw Division 2	Finals			100 Meter Dash Unified (Girls, Boys)	Finals
11:00 AM	Girls Triple Jump Division 2	Finals			Boys 100 Meter Dash (D2,D1)	Finals
11:00 AM	Girls Shot Put Division 1	Finals			4x200 Meter Relay	Finals
11:00 AM	Girls High Jump Division 1	Finals			Mixed 4x200 Meter Unified Relay	Finals
1:00 PM	Boys Pole Vault Division 1	Finals			1600 Meter Run	Finals
1:00 PM	Boys Triple Jump Division 2	Finals			4x 100 Meter Relay	Finals
1:00 PM	Boys Discus Throw Division 1	Finals			Mixed 4x100 Meter Unified Relay	Finals
1:00 PM	Girls Triple Jump Division 1	Finals			400 Meter Dash	Finals
1:00 PM	Girls Shot Put Division 2	Finals			400 Meter Dash Unified (Girls, Boys)	Finals
1:00 PM	Girls High Jump Division 2	Finals			300 Meter Hurdles	Finals
3:00 PM	Boys Long Jump Unified	Finals			800 Meter Run	Finals
					200 Meter Dash	Finals
					200 Meter Dash Unified (Girls, Boys)	Finals
					4x400 Meter Relay	Finals

Item 7. Admission Policies

A. Paid Admission

1. All tickets will be purchased through GoFan, DIAA's official ticketing partner, unless otherwise noted.
2. Tickets for DIAA state tournament events can be found by visiting <https://gofan.co/app/school/DIAA>
3. Fans MUST have a smartphone, tablet, or mobile device to show and redeem purchased tickets for entry into DIAA Championship events. Tickets printed onto paper will not be accepted.
4. Fans should purchase tickets in advance of the championship events and they will be sent to ticket purchasers via email or in the GoFan mobile app.
5. Student (grades K-12) and adult admission for the DIAA Outdoor Track and Unified Track championship events on Friday, May 20, 2022 and Saturday, May 21, 2022 will be \$10.00 each day.
6. Children four (4) years and younger will be admitted without charge for championship events and should have an accompanying free ticket through GoFan.



7. Ticket prices and fees are subject to change per approval by the DIAA Board of Directors.
 8. No refunds will be given for tickets purchased but not used.
 9. All tickets will be coded so as to admit the holder only to the event specified.
 10. These ticket prices do not include any additional fees.
 11. No tournament passes will be sold.
- B. Complimentary Admission
1. Each participating school will be issued complimentary admission for the following individuals as submitted to DIAA on their official championship roster:
 - i. All coaches listed on the school's websites4sports,
 - ii. Maximum of two managers,
 - iii. One student helper per boys' team and one student helper per girls' team,
 - iv. One bus driver, and
 - v. One admission for each individual event qualifier and each member of a relay team.
- C. Committee members will have an identification badge visibly clipped to their clothing. DIAA Board members, media representatives, meet officials, and concession stand personnel will be admitted upon presentation of proper credentials.
- D. Other school personnel and team members will be required to pay the regular admission fee per Item 7.A.

Item 8. Responsibilities of Host School

- A. A member school agrees to host the meet.
- B. The host school designates and supervises the individuals who serve as the Site Director and support personnel. The number of support and police personnel **MUST** be approved by DIAA's Executive Director prior to the start of the event.
1. Support personnel may include:
 - a. Ticket redeemers(s),
 - b. Ticket support,
 - c. Security (an individual who monitors the crowd but is not a law enforcement officer), and
 - d. Scoreboard Operator/Announcer
- C. The Site Director's responsibilities include:
1. Arrange for the services of a certified athletic trainer.
 2. Ensure that an Announcer is assigned for both days of the Meet.
 3. Set up the track and field areas according to current NFHS specifications.
 4. Provide parking facilities for buses and spectators.
 5. Provide seating arrangements for spectators.
 6. Contact the Meet Director three hours prior to event to confirm playable conditions.
 7. Be in attendance and work closely with the Meet Director.
 8. Clear with the Meet Director matters of policy or procedure.
 9. Ensure that the complimentary admission policy for all schools is followed (Item 7).
 10. Charge admission per DIAA instructions.
 11. Establish a procedure for assisting spectators with disabilities and review the procedure with the appropriate personnel.
 12. Review the emergency action plan with the appropriate personnel.
 13. Any additional responsibilities as determined by the host school and DIAA.
- D. The host school must consult with the DIAA office concerning security and police personnel.
1. Any expenses concerning security and police personnel must be pre-approved by DIAA's Executive Director.
 2. Police will be paid the game fee or hourly rate customarily paid at the game locale. The bill should be sent to DIAA.
- E. The Meet Director's general responsibilities will include the following:
1. Supervise the conduct of the meet and perform such duties as are necessary to ensure that the meet runs smoothly.
 2. Confer with the Outdoor Track Committee regarding the personnel and resources necessary to organize and conduct a successful meet.
 3. Participate in a preseason meeting with the officials and head coaches to preview the meet procedures.
 4. Assign all officials so as to ensure the orderly conduct of all events.
 5. In the event of a serious accident or injury to a coach, athlete, official, spectator, or meet worker, notify the injured party's athletic director, Unified Committee Chair, and the Executive Director as soon as possible.



6. In the event of a serious sportsmanship related incident, contact the Executive Director as soon as possible.
- F. Student Helpers
 1. Coaches will be asked to submit preferences in work assignments for student helpers during the Track and Field Championship Meet (2 days) with their entries. The Games Committee will assign one student from each participating boys' team and one student from each participating girls' team to assist the meet officials and judges in conducting the events.
 2. Coaches are responsible for ensuring that the student helpers are in place when their assigned events are called.
- G. Public Address System
 1. The host school will make every effort to provide a public address system and designate and supervise a responsible adult to serve as an announcer.
 - a. Any announcements not directly related to the game/tournament or not of an emergency nature must be approved by the Meet Director or the Executive Director.

Item 9. Officials

- A. The Games Committee will be comprised of members of the Outdoor Track Committee and will be responsible for the general supervision of the meet. They will be authorized to conduct the activities and carry out the duties stipulated in the 2022 Unified Track & Field Rules and the NFHS Track and Field Officials Manual.
- B. A referee will be appointed and he/she will have sole responsibility for the proper conduct of all phases of the competition.
 1. The referee will have authority over all meet officials.
 2. All protests must be submitted to the referee first. No other meet official should be approached.
- C. The Head Field Judge will have authority over all field event officials.
- D. The Jury of Appeals will be comprised of three individuals appointed by the Games Committee. Active coaches will be excluded.
 1. Appeals lodged with the Jury must be submitted in writing by the head coach within 30 minutes of the completion of the disputed event and must be accompanied by a \$20.00 fee.
 - a. If the appeal is denied by the Jury, the \$20.00 fee will be placed in the meet receipts.
 - b. If the appeal is upheld by the Jury, the \$20.00 fee will be returned to the head coach.

Item 10. Uniforms and Dressing Rooms

- A. Competitors must wear school uniforms provided by their high school and compliant with 2022 NFHS rules for Track & Field Competitions.
- B. Teams are to come prepared to compete; dressing or changing rooms will be available if possible per the host site availability and discretion.

Item 11. Contest Procedures, Equipment and Facilities

- A. The head coach of each team will receive an information packet put together by the Unified Sports Committees Track & Field sub-committee.
- B. Coaches and non-participants are prohibited from being in the event areas when competition begins. Failure to comply with this regulation will be considered unsportsmanlike conduct and will result in removal from the stadium for the remainder of the meet.
 1. Concerns or protests should be addressed to the Referee away from the competition areas.
- C. No one is permitted to carry a shot put or discus into the bleachers.
- D. No one is permitted to bring large radios or portable stereos into the stadium as they could interfere with the public address announcements to the participants, coaches, and spectators. A small, personal music player with a headset or earphones is permissible; however, these devices are not permitted in the competition area.
- E. Teams are to supply their own batons and shot put which have been weighed and approved by the officials.
- F. Athletes and coaches are not permitted to use cell phones, cameras or electronic communication devices in the competition areas (within the confines of the track or near the jumping or throwing areas.)
- G. Starting blocks will be provided by the host school or the participating schools may bring their own blocks.
- H. Pending permission of host school, team tents are permitted in the upper rows of the visitor bleachers and must be tied down.

**Special
Olympics**
Delaware



Item 12. Scoring and Awards

- A. Event sheets will be posted in an appropriate place for coaches and competitors to review. The public address official will announce the results of each event and results be will posted on milesplit.com.
- B. The following awards will be presented:
 - 1. Individual: Medals will be awarded by the Custodian of Awards to the first, second and third-place finishers in each track and field event.

Item 13. Practice at Meet Site

- A. Dover High School track and field facilities will not be available for practice prior to the meet.