

# UNIFIED TRACK & FIELD TEAM CHAMPIONSHIP

## Unified Sports Committee Members

Jon Buzby, Chair.....	Special Olympics Delaware
Andrew Layton .....	Vice Chair, Public Member, Coach, Woodbridge High School
Theresa Repole.....	Secretary, Coach, Newark Charter High School
Kylie Frazer .....	Special Olympics Delaware
Gary Cimaglia.....	Special Olympics North America
Kevin Charles .....	Public Member, DIAA Executive Director, Retired
Layne Drexel .....	Official, IAABO 11, DIAA State Unified Basketball Rules Interpreter
Jerry Kobasa .....	Athletic Director, Retired
Pete Celeberti.....	Official, DFOA, DIAA State Unified Flag Football Rules Interpreter
Bob Beron.....	Athletic Director, Caesar Rodney High School
Dr. Matt Voltz.....	Medical Professional, Delaware Orthopedics Specialists
Brian Mattix.....	Administrator, Red Clay School District
Chris Muscara.....	Athletic Director, Appoquinimink High School
Nate Threatts.....	Special Olympics Delaware
Thomas MacLeish.....	Official, DFOA, 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 2024 Track & Field State Championship Meet will be held on Friday, May 17, 2024, and/or on Saturday, May 18, 2024, at Dover High School.
- B. Team arrival times will be communicated prior to the meet. Team buses must park in areas designated by the host site.
- 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 Fees and Procedures

- A. Entry fees for the 2024 DIAA Outdoor Track State Championships are \$50.00 per boys' team and \$50.00 per girls' team. Entry fees should be paid by the school with their 2023-2024 Member Dues.
- B. All state meet entries must be done using de.MileSplit.com (and any Hand time performances) and the entry deadline is Monday, May 13, 2024, by 7:00 PM
- C. 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. 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. Coaches must note a Hand Time by adding an "h" after the time (ie: 3:20.4h).
- D. The Individual Performances from any Spring 2024 outdoor track meet must be:
  1. Posted to the DIAA Cross Country and Track Performance Tracker website.
  2. Coaches are responsible for updating their athlete's performances on the DIAA Cross Country and Track Performance Tracker website. (Link: <http://162.213.113.159/fmi/webd/XC%20Submission%20DB>)
  3. Coaches must use login and password that will be sent to each school to access and edit Performance Tracker website.
- E. The Relay teams should be entered listing all relay personnel and possible alternates. Coaches should enter up to six athletes per relay (per NFHS Track and Field Rule Section 10, ART 2.) The actual participants will be listed on the card handed in at the time of the event. If an athlete is not on the team's roster submitted on de.milesplit.com, the relay team will be disqualified.
  1. There will be no additional entries on meet day. An athlete must be on the team's submitted roster to participate in a relay.

### Item 4: Entry Procedures Timeline

- A. Monday, May 13 at 7:00 PM: Entries due at MileSplit.com ( <http://de.milesplit.com/> ) including an email to Tommie Neubauer [thomas.neubauer@doe.k12.de.us] and John Amery (jamerusp@aol.com) about event cancellation if athlete is accepted in multiple events.

- B. Monday, May 13 by 10:00 PM: Email entries separately to each team (including athletes who may not make the meet). A Preliminary Schedule of Events will be included with the emailed entries to give coaches a basic idea of the time schedule.
- C. Tuesday, May 14 by Noon: Corrections to entry list due to Tommie Neubauer [thomas.neubauer@doe.k12.de.us] and John Amery (jamerusp@aol.com). Corrections on Tuesday between 8:00 AM and Noon are subject to a \$20.00 fine per correction.
- D. Tuesday, May 14 at 4:00 PM: Top 16 (Track & Field) Lists posted without performances. Coaches have until 6:00 PM on Tuesday to scratch entered athletes from the meet. No scratches will be accepted after this deadline.
- E. Tuesday, May 14 at 7:00 PM: Seeding Meeting
- F. Wednesday, May 14 at 8:00 AM: Complete list of Top 16 accepted entries in both divisions with performances posted and distributed.
- G. Wednesday, May 15 at 12:00 NOON: Deadline for Entry Challenges.
- H. Wednesday, May 15 at 5:00 PM: Final entry list posted and distributed.

**Item 5: Entry Limitations and Requirements**

- A. All athletes meeting the automatic qualifying standard will be eligible for entry in that event.
- B. An athlete may be eligible for an event if he/she meets the minimum performance standard and the entry limit for that event has not been met.
  - 1. Some events may not reach the entry level if the minimum performance standard is not met.
  - 2. Some events may exceed the entry level due to automatic qualifying standards and ties.
  - 3. See the chart below for automatic qualifying standards and minimum performance standards.
- C. All events will be filled using the automatic qualifying standards and then filled with descending order time based on state meet entries submitted on de.milesplit.com
- D. Meet participation and entry limits will be adhered to per 2024 NFHS Track and Field Rule 4, Section 2. Not more than three (3) contestants from a given school shall be allowed to enter an individual event.
- E. The Outdoor Track and Field qualifying season will begin on March 18 and conclude for all member schools on Monday, May 13th. Performances in any 2024 DIAA sanctioned Outdoor Meet held during this season may be used to submit event entries.

<u>Track Events</u>	<u>Boys</u>	<u>Girls</u>
100 meter	14.4	22.0
200 meter	31.4	54.5
400 meter	1:16	1:49
Shot Put (6 lb)	26'2"	10'5"
Running Long Jump	10'6"	4'9"
4x 100 meter relay*	Each School can enter 1 Co-Ed team	
4x 200 meter relay*	Each School can enter 1 Co-Ed team	

**\*Relay teams must consist of two runners with disabilities and two Unified Partners (without disabilities). Relay teams have no gender requirements. Running order must be (Unified Partner, Athlete, Unified Partner, Athlete).**

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

- A. The Girls Division I, Girls Division II, Boys Division II, Boys Division II and Unified Track Schedule of Events will be released once finalized by the Track Committee.

**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. Comprehensive DIAA Championship ticketing policies are included in General Information, Item 7, page 2.
  - 5. Ticket Prices
    - i. Student (grades K-12) and adult admission will be \$8 for the Friday/Preliminary Session and \$10 for the Saturday Championship Session.
    - ii. These ticket prices do not include any additional fees.
  - 6. Children four (4) years and younger will be admitted without charge to all games.
  - 7. Ticket prices and fees are subject to change per approval by the DIAA Board of Directors.
  - 8. Tickets purchased but unused will not be refunded.

- B. Complimentary Admission
  - 1. Participating schools will receive complimentary admission for all those members of the Official School Party listed on the official roster as submitted to the DIAA Executive Director prior to the tournament using the AD Portal on the DIAA website. All of these individuals should assemble together outside of the venue entrance and be admitted together as one group. Each participating school will be issued complimentary admission for the following individuals:
    - 1. All coaches listed on the school's websites4sports,
    - 2. Maximum of two managers,
    - 3. One student helper per boys' team and one student helper per girls' team,
    - 4. One bus driver, and
    - 5. 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 and by signing in on the comp list at the entrance as directed by DIAA.
- D. All other school personnel must pay the regular admission fee if they wish to enter the contest. Spouses of administrators and coaches are similarly obligated. No complimentary tickets will be issued to schools.
- E. Media representatives who are covering the championship events will be admitted upon presentation of current and official DIAA 2023-2024 credentials. Media/photographers may stand where permitted by game manager, site director, and DIAA Committee.

**Item 8. Host School and Site Director**

- A. A member school agrees to host the meet with an approved DPH facility plan.
- 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 seller(s),
    - b. Ticket supports(s),
    - 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 and DIAA.
  - 8. Clear with the Meet Director matters of policy or procedure.
  - 9. Charge admission per DIAA Office instructions.
  - 10. Establish a procedure for assisting spectators with disabilities and review the procedure with the appropriate personnel.
  - 11. Review the emergency action plan with the appropriate personnel.
  - 12. 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, the 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 with their entries. These student helpers should be listed on the official school party roster to be submitted to the Executive Director prior to the meet when requested. 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 site 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. Responsibilities of Participating Schools**

- A. Supervision
1. All team members must be in the designated team areas when not competing and should arrive on time to the meet.
  2. Coaches must supervise their team members at all times. Athletes are NOT to be in the bleacher area near the finish line.
- B. Participating schools will review and read all championship information as distributed by DIAA. Additionally, participating schools will complete and submit all pre-championship information as requested by the DIAA and adhere to the provided deadlines. Championship meet rosters should be completed and submitted to the DIAA as instructed through the AD Portal. Member schools are solely responsible for contacting DIAA with any changes to the submitted championship meet eligibility rosters.

### **Item 10. 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 2024 NFHS Track and Field Officials Manual. In the event that additional or modified restrictions and/or guidelines are issued during the Championships, those restrictions/guidelines will apply and may result in required changes to the meet's operations.
- 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 in compliance with current NFHS rules.
- B. Locker room facilities are not available. Participants must come dressed.

### **Item 12. Contest Procedures, Equipment and Facilities**

- A. The head coach of each team will receive an information packet put together by the Track 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. A designated coaching box will be provided for all field events.
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. 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. Team Camp policies will be adhered to per the host site's guidelines.

### **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. There will be no Printed Results posted, results will be posted online at <https://www.milesplit.com/live-results> immediately after completion of each event.
- C. The public address official will announce the results of each event.
- D. The following awards will be awarded:
1. Team: Trophies will be awarded to the first and second-place teams in each boys' and girls' division.

2. 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 14. Practice at Meet Site**

- A. The meet host site will not be available for practice prior to the meet.