

TO: 2019 VALLEY DIVISION TRACK & FIELD COACHES AND ATHLETIC DIRECTORS

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SUBJECT: CVC Valley Division Track & Field Championships
Tuesday, May 7, 2019 and Thursday May 9, 2019
Independence High School

1. Entries will be online again this year. We will use Baum's Page, so your rosters will be in his system for future meets. Athletes not listed on Baum's Roster page will not be able to participate after the entry window closes.
2. IMPORTANT DATES:
Window will open April 8, 2019 @ 8:00AM
Entry window will close on Monday, May 6, 2019 6:00PM
Scratch window will close on Tuesday, May 7th at 12:00 PM and again on Thursday, May 9th at 12:00PM
3. Long Jump will be open pit. Practice (3:30 PM to 4:20PM---TRIALS 4:30 PM to 5:45 PM).
4. NO TAPE OR CHALK OF ANY KIND WILL BE PERMITTED AS MARKERS
Tongue Depressors or ½ Tennis Balls will be permitted.
5. Results of the meet will be posted on Baum's Page.
6. Relay slips will be in your packet the day of competition. The 4 runners must report as a team to the bull pen and be checked in. Partial teams will not be entered.
7. Pole Vault Verification Form will be in your packet.
8. Schedule of Events will be in your packet.
9. Site Manager's Email: tjskoczen@gmail.com
10. Hy-tek will automatically seed each event just as it does for the District.
11. Event results will be posted on the Press Box windows after the results have become official.
12. Scoring:
Individual & Relay Events 8 Score 10,8,6,5,4,3,2,1
13. Awards
 - a. 1st Place, 1st Team Certificate
 - b. 2nd Place 2nd Team Certificate
 - c. Each coach will have 2 additional Honorable Mention Certificates (2 Male, 2 Female)
 - d. There will be (2) MVP Awards. 1 Running MVP, 1 Field Event MVP.
14. Starting Times for Valley Division
Tuesday, May 7, Field Events 4:30 PM, Running Events 5:30 PM
Thursday, May 9, Field Events 4:30 PM, Running Events 5:30 PM.
15. Fully automated timing, (FAT), system will be used.
- 16; Advancement Field Events Top 9 to Finals. Running 8 Fastest
17. Weigh in Shot Put & Discus Building outside of the Fence North of Finish Line.
3:15 PM to 4:15 PM
18. The Field Finals will begin after the field referee has verified the preliminary attempts. If the preliminaries are completed before the finish time listed for that event, the event judge will have the Field Referee verify the qualifiers and then the finals will begin.

19. **Coaches Meeting**
There will be a coach's meeting 10 minutes after the finish of the boys 4 x 4 in the locker room of the field house. We will meet to vote on the MVP's and Coaches. There will be an MVP for the boys and girls in the Field Events and Running Events as well as a Coach of the Year in the Boys and Girls. We will discuss any concerns or suggestions you may have for the next track and field season.
20. **Competing Schools:** Berkshire, Cardinal, Cuyahoga Hts., Fairport Harbor, Independence, Kirtland, Richmond Hts., Wickliffe
21. In your packet is a Notice Titled: **INDEPENDENCE LOCAL SCHOOLS PROCEDURES IN CASE OF SEVERE WEATHER.** Please read and alert your athletes and bus driver of these procedures.
22. **COMPETITIVE AREA** The competitive area will be areas in and around the track and all areas Outside the track, (fence), where the field events are being contested. All areas where competition is being conducted for running and field events competitions will be designated as competition area.
23. **RESTRICTIVE AREA** All coaches, spectators, and non participants are to leave the area inside the track before the running events begin. Coaches are not permitted to be inside the fence area once the running begins. Coaches with competitors in the field events within the fence may meet with the competitor on the track near the competition area. Coaches are excluded for that field event only. Any violation of this notice. (announcement), may lead to the DQ of your competitor. Only authorized personnel are permitted inside the fence area.
24. Jerseys are to be tucked into the shorts (unless an approved singlet uniform is worn).
25. The Shot and Discus pads are concrete. Each shot and discus must be weighed in and marked by the weigh in official. This will take place in the building outside the fence North of the Finish Line. Weigh in on Tuesday and Thursday will be: 3:15 to 4:15 PM.
Any implement presented after the closing time will not be permitted to be used in the competition or practice. An individual who has had his/her implement designated as an official implement has the right to prohibit anyone else from using it. (This rule has been in effect Since 5-3-03).
26. **THE CONFERENCE DOES NOT FURNISH TOWELS. IN CASE OF INCLEMENT WEATHER, IT IS THE RESPONSIBILITY OF EACH SCHOOL TO FURNISH THEIR OWN TOWELS.**
27. Coaches will be able to pick up their packets at the rear of the fieldhouse. The Head Coach or designated assistant will hand in his/her signed OHSAA Track and Field Verification Sporting Conduct/Legal Equipment and Uniform Form. He/She will then be given the official packet.
Reminder, we need 1 form for the Boys and 1 Form for the Girls.
28. There will be a table set up inside the rear of the fieldhouse where coaches can make scratches, number changes, and pick up their packets.
29. Batons will be furnished.

CHAGRIN VALLEY CONFERENCE
VALLEY DIVISION
CONFERENCE WORKERS ASSIGNMENTS
2019

The CVC Schools listed below will be responsible for running and supervising the following events. The number of workers required is also listed next to the school. The Schools are required to furnish workers for both days.

EVENT	TUESDAY	THURSDAY
Hurdles & Exchanges	Independence	Independence
High Jump	G Wickliffe (3)	B Wickliffe (3)
Discus	B Independence (3) & Berkshire (3)	G Independence (3) & Berkshire (3)
Long Jump	B Richmond Hts (3) & Fairport H (3)	G Richmond Hts (3). & Fairport H (3)
Shot Put	G Kirtland (3) & Cardinal (3)	B Kirtland (3) & Cardinal (3)
Pole Vault	B Cuyahoga Hts. (3)	G Cuyahoga Hts. (3)

Each of the above schools will provide the necessary personnel. In parenthesis is the number of volunteers needed to run that event. (TAPE MEASURERS, CLIPBOARDS, PENCILS, AND MARKERS ARE THE RESPONSIBILITY OF THE SCHOOLS IN CHARGE OF THAT EVENT). Field event sheets will be provided for the officials. Weigh ins for the Shot Put & Discus will be in the back of the fieldhouse. Weigh ins are from 3:15 PM to 4:15 PM. Field event officials should report to the check in at the back of the fieldhouse no later than 4:10 PM. The site manager will need the name of the timer your school is providing. The workers should be QUALIFIED ADULTS.

Meet officials and participating athletes will be permitted in the field event areas and on the track. Spectators are required to be in the bleachers or stands provided. Athletes are not to wear spiked shoes in the bleachers. Coaches, please remind your athletes of this request. Once the field event has been completed all coaches, athletes, and spectators are not permitted inside the fence.

(COACHES ARE NOT PERMITTED INSIDE THE FENCE ONCE THE RUNNING HAS STARTED. THIS COULD LEAD TO THE DQ OF YOUR ATHLETE/ATHLETES.)

Spikes: 1/4" Pyramids

ADMISSION - \$6.00 ADULTS & \$4.00 STUDENTS
CVC PASSES WILL NOT BE ACCEPTED AT THE GATE
ADMINISTRATORS MAY SIGN IN AT THE GATE
THERE WILL BE NO PRESALE OF TICKETS

CHAGRIN VALLEY CONFERENCE VALLEY DIVISION TRACK AND FIELD CHAMPIONSHIPS

Each school shall be permitted 2 entries in each individual event and 1 relay team.

The semi-final heats will be seeded according to actual times submitted.

Discus, Shot Put, and Long Jump will be 3 attempts in the Prelims and 3 attempts in the finals.

Long Jump, (Open Pit), Practice 3:30 PM to 4:20 PM. Trials 4:30 PM to 5:45 PM

TUESDAY, MAY 7, 2019

THURSDAY, MAY 9, 2019

4:30 PM FIELD EVENTS
Boys: DISCUS, LONG JUMP
 POLE VAULT
Girls: SHOT PUT, HIGH JUMP

4:30 PM FIELD EVENTS
BOYS: SHOT PUT, HIGH JMP
GIRLS: DISCUS, LONG JUMP,
 POLE VAULT

5:30 PM RUNNING EVENTS
FINALS

1 G 4X800 RELAY
2 B 4X800 RELAY

SEMI FINALS

3 G 100 MH 8 FASTEST
4 B 110 MH 8 FASTEST
5 G 100 M DASH 8 FASTEST
6 B 100 M DASH 8 FASTEST
7 G 400 M DASH 8 FASTEST
8 B 400 M DASH 8 FASTEST
9 G 300 MH 8 FASTEST
10 B 300 MH 8 FASTEST
11 G 200 M DASH 8 FASTEST
12 B 200 M DASH 8 FASTEST

5:30 PM RUNNING EVENTS
FINALS

1 G 100 M HURDLES
2 B 110 M HURDLES
3 G 100 M DASH
4 B 100 M DASH
5 G 4X200 M RELAY
6 B 4 X 200 M RELAY
7 G 1600 M RUN
8 B 1600 M RUN
9 G 4X100 M RELAY
10 B 4X100 M RELAY
11 G 400 M DASH
12 B 400 M DASH
13 G 300 M HURDLES
14 B 300 M HURDLES
15 G 800 M RUN
16 B 800 M RUN
17 G 200 M DASH
18 B 200 M DASH
19 G 3200 M RUN
20 B 3200 M RUN
21 G 4X400 M RELAY
22 B 4X400 M RELAY

2019 CVC VALLEY DIVISION TRACK & FIELD CHAMPIONSHIP
TUESDAY MAY 7, 2019 SEMIS & SELECTED FINALS

FIELD EVENTS 4:30 PM

BOYS DISCUS, LONG JUMP, POLE VAULT
GIRLS SHOT PUT, HIGH JUMP

RUNNING EVENTS 5:30 PM

1	5:30	GIRLS	4 X 800 METER RELAY	FINALS
2	5:45	BOYS	4 X 800 METER RELAY	FINALS
3	6:00	GIRLS	100 METER HURDLES	8 FASTEST
4	6:05	BOYS	110 METER HURDLES	8 FASTEST
5	6:15	GIRLS	100 METER DASH	8 FASTEST
6	6:20	BOYS	100 METER DASH	8 FASTEST
7	6:30	GIRLS	400 METER DASH	8 FASTEST
8	6:35	BOYS	400 METER DASH	8 FASTEST
9	6:45	GIRLS	300 METER HURDLES	8 FASTEST
10	6:50	BOYS	300 METER HURDLES	8 FASTEST
11	7:00	GIRLS	200 METER DASH	8 FASTEST
12	7:05	BOYS	200 METER DASH	8 FASTEST

2019 Chagrin Valley Conference Championship –Valley Division

Independence H.S. – May 7 & 9, 2019 - 4:30 PM

Entry Window Opens: 8:00 AM, Monday, April 8

Entry Window Closes: 6:00 PM, Monday, May 6

Scratches/Substitutions Due: 12:00 PM, Tuesday, May 7 & Thursday, May 9

1. **Rosters must be submitted through Baum's Page Online Entry System before the entry deadline.**
 - a. Late entries will not be accepted! Or if accepted, may be subject to a Late Entry Penalty.
2. **Please note the following details on baumspage.com!**
 - a. **All User Accounts from last year were retained, but the associations with the schools and teams were deleted.**
 - b. After login, the coach will be able to add multiple teams/sports/genders to the same account!
 - c. High school athletes were advanced one grade and retained. Please delete those that are no longer participating!
3. Go to www.baumspage.com and use **Online Entries** or **Login** to access your account
 - a. Click the **Help** link and print **Online Entry Instructions for Track** if you need detailed instructions.
 - b. **If you did not have an account last year, use Apply** to create your account.
 - c. **If you had an account last year, you can login using that e-mail address and password.**
4. Use • **Coaches** • | **Select Teams** to select your **School**.
 - a. Click **Get available teams** and then click **Make me the Coach**.
 - b. Note: after selecting your teams, you may need to refresh your screen or Logout and Login again!
5. Use • **Coaches** • | **Track** | **Modify Athletes** to enter your athletes on your alphabetic roster.
 - a. You may enter athletes one at a time by filling in name and grade, then **Add Athlete**.
 - b. Or you can **import your complete roster by pasting them** from an Excel file. Use one row per athlete: Number, First Name, Last Name, and Grade. Highlight and paste into textbox, then click **Import Athletes**.
6. Use • **Coaches** • | **Track** | **Submit Rosters** to enter athletes, relays, and marks.
 - a. **Include everybody that could possibly compete!** Submit a complete roster before the entry deadline!
 - b. **To enter individual events:** Select the athlete from the list and enter a mark.
 - c. **To enter a relay:** Select the 4 anticipated relay team members and enter a time...
(1) List in expected order. Changes may be made before the team competes.
 - d. Click **Submit Roster** to save entries. Use **Get Printable Roster** to print a copy for you records. *Only the athletes listed are entered in the event!
7. The **Online Scratch/Substitution option** is included as part of the entry template. If used, it will only be accessible **after the entry window closes and prior to scratch deadline!**
 - a. Use • **Coaches** • | **Track** | **Submit Rosters** to access the entry template.
 - b. A **Scratch/Substitution** box will be available below each event
 - c. List your changes in the correction box | click **Add Scratch Info** | repeat for additional changes.
 - d. The **Scratch/Substitution window will close precisely at the time posted above!**
8. **If there are any problems with the Online Form, click the Contact Us link and submit a Help Request.**
 - a. Please allow up to 8 hours for a response! *Most responses will be in less than 4 hours.
 - b. In an emergency, call **Gary Baumgartner: 513-594-6154** or **Terry Young: 740-517-0195**.

COACHES VERIFICATION FORM



OHIO HIGH SCHOOL ATHLETIC ASSOCIATION
4080 Raselea Place, Columbus, Ohio 43214
Ph: 614-267-2502
Fax: 614-267-1677
Web site: www.ohsaa.org

OHSAA TRACK AND FIELD COACH'S VERIFICATION OF SPORTING CONDUCT/LEGAL
EQUIPMENT AND UNIFORMS
FOR USE IN OHSAA TOURNAMENTS

CITY AND SCHOOL NAME _____

DIVISION _____ BOYS _____ GIRLS _____

HEAD COACH'S NAME _____

OHSAA standards require contest officials to enforce all NFHS rules relating to sporting conduct, ethical behavior and legal uniforms and equipment. Acts that intend to demean opposing competitors, team members, spectators and officials are not in keeping with the ideals of interscholastic athletics and will not be tolerated. Let this competition reflect mutual respect!

NFHS track and field and cross-country rules require the referee to meet with the head coach and captains to explain the expectations of good sporting conduct throughout this competition. In addition, the head coach is responsible for verifying to the referee/starter that all competitors are properly equipped (legal uniforms, legal equipment) in compliance with NFHS rules.

In all OHSAA tournament competition and in any multi-team or invitational competition that would make it difficult for the referee to meet personally with all coaches and captains, all coaches shall agree to the following:

COACH'S VERIFICATION

I certify to the tournament referee that all contestants under my supervision are legally equipped, attired in legal uniforms and free of all jewelry in accordance with NFHS rules. I further certify that all student-athletes and other team personnel have been advised of their responsibilities relative to good sporting conduct during this competition. In addition, I understand and accept responsibility for adhering to the OHSAA participation limitation of four events per individual athlete per tournament contest.

Coach's Signature _____

Date: _____

PLEASE RETURN THIS FORM TO THE AREA AS DIRECTED BY TOURNAMENT
PERSONNEL.

INDEPENDENCE COLOR MARKINGS

EVENT	START COLOR		
100 M/H	WHITE		
110 MH	WHITE		
200 M	WHITE		
300 MH	WHITE		
400 M	WHITE		
800 M	WHITE	2 TURN	BREAK LINE GREEN
1600 M	GREEN	1 TURN	BREAK LINE GREEN
3200 M	GREEN	1 TURN	BREAK LINE GREEN
RELAYS	START	X-CHANGES	
4 X 100	WHITE	#1, #2, #3 YELLOW	
4 X 200	RED	#1, #2 RED -- #3 YELLOW	
4 X 400	ORANGE	#1 WHITE -- #2, #3 ORANGE	
		BREAK LINE GREEN 3 TURN STAGGER	
4 X 800	WHITE	#1, #2, #3 ORANGE	
		BREAK LINE GREEN 2 TURN STAGGER	

HURDLE MARKINGS

100 M	GREEN	33"
110 M	ORANGE	39"
300 M	WHITE	30" (Girls), 36" (Boys)

Independence High School Emergency Action Plan Football Field and Track

- 1) Activate EMS by calling 911 and retrieve AED if necessary.
 - a) Telephone Locations
 - i) Coach or ATC cell phone
 - b) AED located in ATC office (if not on field) and on Stadium wall
- 2) Other duties
 - a) Head Coach to clear area and resume activity
 - b) Assistant Coach to unlock double gate entrance at south end of track and await ambulance
 - c) Assistant Coach to retrieve AED and any other necessary emergency equipment, as well as emergency consent forms
- 3) ATC to manage injury scene and direct care
- 4) Instruct emergency personnel to report to the Independence High School football stadium.
 - a) Describe the situation and the nature of the injury
 - b) Stay on the line to await any further instruction
 - c) Instruct EMS to enter off Vineyard Rd and enter the stadium through the South double gate.
- 5) Emergency Medical Authorization Forms
 - a) Originals in Athletic Office
 - b) Copies on file in Medical Kits or with Head coach
- 6) EMS Personnel will be city of Independence EMS, consisting of Paramedics and EMT's
- 7) Injured athletes will be transported to Marymount Hospital, 12300 McCracken Rd. Garfield Heights, OH 44125.
- 8) A member of the coaching staff or a school administrator will accompany transported athletes if parent/guardian is not present
- 9) ATC duties after transport
 - a) Contact athlete's parents or family, if not present
 - i) Contact numbers located on emergency authorization forms
 - b) Documentation of injury assessment and treatment per injury documentation protocol
 - c) Inform school administration of incident

BULL PEN & FIELD EVENTS

