



**SOUTH SUBURBAN
CONFERENCE**

Apple Valley High School
Burnsville High School
Eagan High School
Eastview High School
Farmington High School

Lakeville North High School
Lakeville South High School
Prior Lake High School
Rosemount High School
Shakopee High School

**Track
&
Field**

**Championship Meet
2019 Procedures**

Revised November, 2018
Edited for NFHS compliance January, 2019

**THE SOUTH SUBURBAN CONFERENCE
TRACK & FIELD CHAMPIONSHIPS
BOYS & GIRLS MEET PROCEDURES**

SECTION 1. AWARDS

- A. The Conference Championship awards shall be:
 - One team championship trophy.
 - Individual medal awards for the first three finishers in each individual event and team relay medals for the first three finishers in each relay event.
- B. All awards shall be ordered and purchased by the Conference Track & Field Coordinator and Executive Secretary of the South Suburban Conference.
- C. It shall be the responsibility of the Track & Field Coordinator to inventory the awards upon their arrival and to inform the Executive Secretary of any problems.
- D. The Meet Manager shall notify the Conference Coordinator immediately after the meet if any additional awards are needed. The Executive Secretary of the South Suburban Conference will be notified by the Conference Coordinator of those needs.

SECTION 2. AWARDS PRESENTATION

The Awards presentation format and schedule will be established by the host school.

SECTION 3. CHAMPIONSHIP DATES / SITES

- A. The Conference championships shall be held on Tuesday and Wednesday in the week before the MSHSL section meets. If either day of the meet is postponed, the additional scheduled day shall be Thursday of the same week.
- B. The meet is to be held on 400 meter length tracks with a minimum of 8 lanes around the entire track.
- C. Beginning in 2011, the meet shall rotate location through the conference in alphabetical order by school name.

Years	Host	# of Track Lanes	Games Committee/Jury of Appeals Members
2011, 2021	Apple Valley	8	Rosemount, Apple Valley, Burnsville
2012, 2022	Burnsville	8	Apple Valley, Burnsville, Eagan
2013, 2023	Eagan	8	Burnsville, Eagan, Eastview
2014, 2024	Eastview	8	Eagan, Eastview, Farmington
2015, 2025	Farmington	9	Eastview, Farmington, Lakeville North
2016, 2026	Lakeville North	8	Farmington, Lakeville North, Lakeville South
2017, 2027	Lakeville South	9	Lakeville North, Lakeville South, Prior Lake
2018, 2028	Prior Lake	10	Lakeville South, Prior Lake, Rosemount
2019, 2029	Rosemount	8	Prior Lake, Rosemount, Shakopee
2020, 2030	Shakopee	10	Rosemount, Shakopee, Apple Valley

SECTION 4. CHAMPIONSHIP MANAGERS

- A. The Track & Field Coordinator will contract for the following personnel for the championship meet:
 - 2 referees (1 for running events and 1 for field events)
 - 2 starters
 - F.A.T. system and personnel
 - Fully automatic timing system will be used for prelims and for finals. It is required that a minimum of two finish cameras be used (one on each side of the finish line), at least one of which times frames to the individual 1/1000 second. It is further recommended that a third camera be employed to capture straight-on runners for those races substantially finishing all runners in the inside lanes.
 - Event Entry and Seeding Manager, if not part of the F.A.T. contract
- B. The Championship Meet Manager will be designated by the Conference Coordinator in consultation with the Athletic Director of the host school. The individual so designated must be experienced with Track/Field Procedures and overall management of large meets of this caliber.
- C. The Championship Meet Manager shall have the following responsibilities:
 - 1. To serve as administrator and supervisor for the Championship Meet, specifically overseeing the following general areas of responsibility:
 - a. Hire, train and supervise the necessary meet personnel. These personnel will include, but are not limited to the following:
 - The Clerk(s) of Course

Head Finish Judge
Chief Umpire
Assistant Umpires
Field Event Head Judges (one for each event)
Field Event Assistants as needed
Announcer

The number of personnel shall be sufficient to run a quality meet while working within the established conference budget for the activity.

- b. Prepare final expense reports to the South Suburban Conference Track & Field Coordinator. Meet budget preparation is the responsibility of the Conference Track Coordinator.
- c. Programs – Programs may be sold by the host site as a way of off-setting the printing costs.
2. To coordinate the promotional and planning activities of all aspects of the Championship Meet.
3. To coordinate and supervise the activities of the officials and groups involved in the administration of the Championship Meet.
4. To provide and disseminate information to the coaches of the competing teams relative to the Championship Meet.
5. To see to the needs of contestants, officials, and spectators and ensure that all technical details of the Championship Meet have been taken care of within the rules of the Conference, the MSHSL, and the National Federation of High Schools.

D. The Host School Athletics Director shall be responsible for:

1. Securing the services of an appropriate number of ticket sellers/takers and security personnel, working within the established conference budget for the activity. Admission prices will be \$7 for adults; \$5 for students. Schools will be asked to provide a list of track participants for admission
2. Arranging for volunteer student and/or adult helpers to assist in the field event areas (sand groomers, bar attendants, implement retrievers, and so on), to work as hurdle setters, to manage the starting blocks, and to serve as general runners and assistants as needed.
3. Contracting for the services of a certified trainer.
4. Set-up of the site including correct shot and discus sectors, legal landing pits for the horizontal jumps, legal upright standards, crossbars, and landing pits in the vertical jumps, and all other aspects of ensuring an appropriate venue for the meet. Included in this is the setup of additional flagging or marking needed for crowd control and for designated coaches' boxes as defined by the games committee.

Note: Coaches' boxes are restricted-to-coaches-only areas and are bound by the rules for such areas and any legal modifications made by these procedures or the games committee. NFHS rules allow the use of electronic devices in these restricted areas by coaches only. Athletes may view video of their field event attempts between trials in coaching boxes or spectator areas only with the coach. Coaches understand that by rule they may confer with athletes but not 'coach' athletes from restricted areas during a trial or race (that is, talk an athlete through a performance, etc.) Coaches who use electronic devices in areas not designated as coaching boxes or unrestricted are subject to disqualification from the meet.

SECTION 5. ENTRY PROCEDURES

- A. There shall be a guaranteed three entries per individual event available to each school. Each participating school may enter one relay team. Each school may submit up to one additional bid-in per individual event for the purpose of filling all lanes of the fewest heats/sections needed to satisfy the entry of the guaranteed 3/school based on the size of the track. Bid-ins will also be allowed in field events up to the same number of total entrants as in a full field in a running event. (8 lanes: 2 bid-ins accepted, 9 lanes: 6 bid-ins accepted, 10 lanes: 6 bid-ins accepted unless some schools do not enter 3 athletes in an event). [Coaches decided in May, 2017 to treat bid-ins with a 10 lane track as if the meet is on a 9 lane track. Maximum athletes per individual event: 8 lanes = 32, 9 lanes = 36, 10 lanes = 36.]
- B. The entry process shall be supplied to all coaches by the Championship Meet Manager at least one week prior to seeding. Only the official process shall be used.
- C. The entries will be returned to the entry manager by the means specified and by the time and date indicated in the entry process. For 2019, entry deadline is Sunday, May 19 at 12:00 Noon.
- D. All hand held times submitted to one/hundredth of a second will be rounded up to the next one/tenth of a second as required by Federation rules, and 0.24 seconds added to the rounded time. All times submitted

without tenths will be rounded up to the next full second. (Example: An 800m time submitted as 2:02 will be rounded up to 2:03.00).

- E. Performances used by coaches in the entry process must have been made during the current season in a competition meet against other school(s). No relay performances (i.e. splits) are acceptable as an official time for an open event. Relay times must have been run in a meet and not be a coach's estimate from adding athlete's individual performances together.
- F. Coaches will be able to see their entries only to review for accuracy. Any errors must be communicated to the entry manager by the time and date indicated in the entry process.
- G. Heating and lighting shall be accomplished by National Federation Rules except where legally modified by these guidelines.
- H. Coaches will not be given the complete set of all teams' flight or heat and lane assignments until all coaches receive this information at the pre-meet scratch meeting. Only the flight, heat and lane assignments for events conducted that day will be announced.

Heat and lane assignments and field event flights for that school's athletes only will be provided to individual schools' head coaches two days prior to the meet. The coaches will be notified of the break point time for the 3200m run by 7:00 pm on the Sunday preceding the prelims by e-mail sent to the address listed for the coach on the school's MSHSL web page. Copies will be included to the schools' athletics directors.

The coaches will be notified of the break point time for the 1600m run at the scratch meeting held at the prelims.

- I. Heats/sections may be re-seeded if there is a glaring clerical error.

SECTION 6. SCRATCHES

- A. The coaches will receive a scratch/substitution sheet as part of the entry process which they must submit to the designated area stated in the pre-meet information at least 15 minutes prior to the scratch meeting. All scratches/substitutions must be listed on this sheet. Sheets submitted after the deadline will not be accepted (coaches must arrange transportation such that the information is on-site by the scratch meeting time (75 minutes prior to the first preliminary events.) The entry process may allow for these to be submitted to the entry manager prior to the day of the meet.
- B. Substitutions will be allowed only in preliminary events, including the 1600m, 3200m, pole vault, and high jump.
- C. The coach may substitute an entry to replace the scratched entry. The substitute will be placed in the same heat and lane or flight as the scratched entry. No substitutions will be permitted for bid-in athletes. Substitutions may be made for the first three entries provided the substitute has a seed performance equal to or better than that school's bid-in entrant's performance if the school has more than three in the event. If a substitute's seed performance is challenged by an opposing head coach, the substitute's coach must be able to provide the written results of the meet in which the performance was attained for the athlete to be entered. HEATS AND/OR FLIGHTS WILL NOT BE RE-SEDED.
- D. If an athlete scratches from an open event in either the prelims or finals that event counts as one of his/her four participations.
- E. If an athlete scratches from an event for which s/he has advanced from the prelims to the finals, further participation in the meet will not be allowed.
- F. An athlete who has been scratched due to an injury, illness or other emergency may be re-instated in other events in which s/he has been entered upon proper documentation of the circumstances, authorized medical clearance and the approval of the referee.

SECTION 7. CONFERENCE HEAD COACHES

- A. Head Track Coaches shall be utilized as counsel for issues concerning the Conference Championship Meet that are not covered by these procedures, South Suburban Conference policies/procedures, MSHSL T&F policies, or NFHS rules.
- B. Selection of officials shall be the responsibility of meet management.

SECTION 8. EQUIPMENT

The following equipment for the Conference Championship Meet shall be provided or arranged by the host school

with meet management.

- A. A minimum of twelve stopwatches should be available to use in the event the timing system malfunctions
- B. Pits, standards and crossbars meeting current safety standards for the high jump and pole vault
- C. Appropriate quantity and length of measuring tapes to meet field event measurement needs. Certified laser measurement systems may be used and are encouraged for events where applicable. (Meet management shall arrange for laser measuring when possible.)
- D. Inspector and field event judges' flags sufficient for all umpires and head field event judges.
- E. At least 10 more hurdles than the number needed for all lanes to fill the short hurdles events.
- F. 136 cones or "halved" tennis balls to place every 1.5 meters on the inside lane line around the curves
- G. Twelve batons without dents, tape, or other items that can aid a runner's grip.
- H. Judges' and timers' stand plus a platform for the fully automatic timers
- I. Ten pair of starting blocks with sufficient spikes to hold in place without the use block holders
- J. A Headquarters/Clerk of Course area
- K. Appropriate equipment to weigh and inspect throwing implements. (Meet management may arrange for this along with laser measuring.)
- N. Sufficient clipboards for officials
- O. Equipment to put the cross bar up in pole vault
- P. A stepladder for the pole vault or a measuring instrument capable of measuring from the runway
- Q. .32 caliber starting shells (black powder or pyro depending on F.A.T. system used).
- R. Lap counter
- S. A designated area for the Trainer with appropriate equipment

SECTION 9. FULLY AUTOMATIC TIMING (F.A.T.)

- A. F.A.T. and photos shall provide the official results for all track events.
- B. Times will be recorded officially to the greater 1/100 of a second.
- C. The F.A.T. operators have the responsibility to read the photos and determine the order of finish. Per NFHS rule, the minimum number of F.A.T. personnel is two individuals.
- D. If there is an equipment failure, the manual timing and judging will be used. The Games Committee is responsible for determining prior to the meet whether or not the F.A.T. operator may signal a recall of a start as well as any other timing procedures to be used in the event of F.A.T failure.
- E. If qualifiers are picked by time in an event, manual timing must cover each place in case of an equipment failure with the electronic device.
- F. If, in the event of a mechanical failure, manual timing is used for one heat, it must be used for all heats in that event.
- G. Official pictures under protest will be viewed only by the referee and the designated photo evaluator. The coach involved in the protest may only view the picture with the referee's consent.

SECTION 10. GAMES COMMITTEE/JURY OF APPEALS

- A. The primary functions of the Games Committee are to establish procedures not covered in this manual and to act as the Jury of Appeals when decisions of the referees are protested. Its decision is final and without appeal; its scope is limited to deciding whether or not the referee correctly applied the rules in given situations.
- B. The Games Committee shall consist of the head coaches from the host school, the head coaches from the previous years' host school, the head coaches from the next year's host school, and the meet manager who shall act as the chairperson. Any protest involving the school of members of the committee shall be heard and decision rendered only by members of the committee not from those schools. In the event that would disqualify all members of the committee, the Jury of Appeals will temporarily become the head coaches from the next three schools in hosting rotation after the current committee members.

SECTION 11. HEATS, FLIGHTS, QUALIFYING PROCEDURES & STAGGERS

- A. General information for running events:
 - 1. The championships shall be run on a 400m track of at least 8 lanes-
 - 2. If lanes are vacant, the following will apply:

If nine compete, use lanes 1 – 9

- If eight compete, use lanes 1 – 8
- If seven compete, use lanes 2 - 8
- If six compete, use lanes 2 - 7
- If five compete, use lanes 3 - 7
- If four compete, use lanes 3 - 6
- If three compete, use lanes 3 – 5

Lane assignments are never altered after the Seed/Games Committee has drawn them unless the seeding process was not done in accordance with these procedures. If all lanes are filled and one athlete drops out, that lane shall remain vacant.

NOTE: In races run as preliminaries (100-200-400-800-both hurdles), the seeding process for prelims shall utilize the 2016 NFHS rule for splitting athletes between heats toward the goal of athletes not competing directly against teammates in preliminary heats whenever possible. *(Voted by conference head coaches November 14, 2016)*

3. Only those runners can be seeded who have a time for the event in which they have been entered.
4. If heats scratch down to provide a heat with no competition, they shall be redrawn.
5. If athletes tie by time for the last qualifying spot into the Finals (i.e. to the 0.001 second using F.A.T. or 0.1 second handheld), this shall be handled as follows:
 - a) A run-off would be required after proper rest.
 - b) For races 800m or longer no run-off would be required. We would either expand the number of finalists or run two sections in the final by time. Should a 2-section final be needed, the first (slower) section shall have a minimum of 4 runners.
6. Relay entries will be declared the day of competition. Entry cards with the designated runners shall be turned in to the Clerk of Course prior to the running of the relay.
7. An athlete leaving a field event to go to another event must report to the event judge of the event s/he is leaving. The event judge must write down the time the athlete is leaving. The athlete must return to the event judge immediately upon completion of his/her race.

B. Stagers

1. The 800 meter will be a one-turn stagger.
2. The 1600m and 3200m will be run in alleys for one turn. It is recommended to use the two-waterfall super-alley method used at the MSHSL State Meet.
3. The 4x200m relay will be a four-turn stagger and run in lanes all the way.
4. The 4x100m relay will be a two-turn stagger and run in lanes all the way.
5. The 4x800m relay will be a one-turn stagger.
6. The 4x400m relay will be a three-turn stagger with number 2 runners breaking as they pass the cut line on the back straightaway. If the track is not measured and marked for a three turn stagger and exchange, a two-turn stagger will be used with the first runners in lanes and handing off in lanes. The second runners may move to the inside when they have appropriate space. Runners three and four will be shuffled in by team position of the incoming runners.
7. The 400m will be a two turn stagger and run in lanes all the way.
8. The 300m Hurdles will be a one-turn stagger and will be run in lanes all the way.

C. Qualifying Procedures for Individual Events

1.	For an eight lane track	
	<u>No. of Entries</u>	<u>Method of Qualifying</u>
	1 - 8	Finals only
	9 - 16	Two heats - qualify one from each and the next six best times (F.A.T.) or two from each & the next four best times (if handheld must be used).
	17 - 24	Three heats - qualify one from each and the next five best times (F.A.T.) or two from each & the next two best times (if handheld must be used).

25 – 32

Four heats - qualify one from each and the next four best times (F.A.T.) or two from each (if handheld must be used).

2. For a nine lane track

No. of Entries

Method of Qualifying

1 - 9

Finals only

10 - 18

Two heats - qualify one from each and the next seven best times (F.A.T.) or two from each & the next five best times (if handheld must be used).

19 - 27

Three heats - qualify one from each and the next six best times (F.A.T.) or two from each & the next three best times (if handheld must be used).

28 – 36

Four heats - qualify one from each and the next five best times (F.A.T.) or two from each & the next best time (if handheld must be used).

3. For a ten lane track

No. of Entries

Method of Qualifying

1 - 10

Finals only

11 - 20

Two heats - qualify one from each and the next eight best times (F.A.T.) or two from each & the next six best times (if handheld must be used).

21 - 30

Three heats - qualify one from each and the next seven best times (F.A.T.) or two from each & the next four best times (if handheld must be used).

31 – 36

Four heats - qualify one from each and the next six best times (F.A.T.) or two from each & the next two best times (if handheld must be used).

Note that if a ten lane track is used, the bid-in process and numbers allowed will be the same as if run on a 9-lane track.

D. Lane Assignments - Eight lane track

100m, 100m HH, 110m HH 300m IM, 300m LH 4x800m

Lanes 4 & 5 - #1 seed in 4; 2nd seed in 5

Lanes 3 & 6 - #3 seed in 3; 4th seed in 6

Lanes 2 & 7 - #5 seed in 2; 6th seed in 7

Lanes 1 & 8 - #7 seed in 1; 8th seed in 8

200m, 400m, 4x100m, 4x200m, 4x400m

Lanes 3 & 4 - #1 seed in 3; 2nd seed in 4

Lanes 2 & 5 - #3 seed in 2; 4th seed in 5

Lanes 1 & 6 - #5 seed in 1; 6th seed in 6

Lanes 7 & 8 - #7 seed in 7; 8th seed in 8

800m, 1600m, 3200m

One turn stagger with top runners in the middle lanes.

The 1600m and 3200m runs will be conducted in two sections with the faster section to be run second. The 3200m will be contested on the first day of the meet and the 1600m on the second day. In even-numbered years, the girls will run the 3200m in the earlier time slot of the schedule and the boys will run the same race as the final event of the day. In odd-numbered years, the boys will run the 3200m in the earlier time slot of the schedule and the girls will run the same race as the final event of the day. The seeding will be accomplished by grouping the runners at a natural break with a minimum of 13 runners and a maximum of 17 runners allowed in the faster section.

Relays

The 4x800m relay shall be contested in a single section.

The 4x100m, 4x200m, and 4x400m relays shall be contested in two sections. The second section heat shall be the faster entrants. The first section shall have 4 schools and the second section the balance of the schools.

The current-year MSHSL State Meet language regarding the number of relay marks allowed at exchange zones for runners in lanes-only relays shall be followed. If the current guidelines have not yet been published, the preceding year's language shall be followed. The games committee shall specify the allowable marking materials.

Lane Assignments - Nine lane track

100m, 100m HH, 110m HH 300m IM, 300m LH 4x800m

Lane 5 - #1 seed in 5
Lanes 4 & 6 - #2 seed in 4; 3rd seed in 6
Lanes 3 & 7 - #4 seed in 3; 5th seed in 7
Lanes 2 & 8 - #6 seed in 2; 7th seed in 8
Lanes 1 & 9 - #8 seed in 1; 9th seed in 9

200m, 400m, 4x100m, 4x200m, 4x400m

Lanes 4 & 5 - #1 seed in 4; 2nd seed in 5
Lanes 3 & 6 - #3 seed in 3; 4th seed in 6
Lanes 2 & 7 - #5 seed in 2; 6th seed in 7
Lanes 1 & 8 - #7 seed in 1; 8th seed in 8
Lane 9 - #9 seed in 9

800m, 1600m, 3200m

One turn stagger with top runners in the middle lanes.

Relays

The 4x800m relay shall be contested in a single section.

The 4x100m, 4x200m, and 4x400m relays shall be contested in two sections. The second section shall be the faster entrants. The first section shall have 4 schools and the second section the balance of the schools.

The current-year MSHSL State Meet language regarding the number of relay marks allowed at exchange zones for runners in lanes-only relays shall be followed. If the current guidelines have not yet been published, the preceding year's language shall be followed. The games committee shall specify the allowable marking materials.

Lane Assignments - Ten lane track

100m, 100m HH, 110m HH 300m IM, 300m LH 4x800m

Lanes 5 & 6 - #1 seed in 5; 2nd seed in 6
Lanes 4 & 7 - #3 seed in 4; 4th seed in 7
Lanes 3 & 8 - #5 seed in 3; 6th seed in 8
Lanes 2 & 9 - #7 seed in 2; 8th seed in 9
Lanes 1 & 10 - #9 seed in 1; 10th seed in 10

200m, 400m, 4x100m, 4x200m, 4x400m

Lanes 4 & 5 - #1 seed in 4; 2nd seed in 5
Lanes 3 & 6 - #3 seed in 3; 4th seed in 6
Lanes 2 & 7 - #5 seed in 2; 6th seed in 7
Lanes 1 & 8 - #7 seed in 1; 8th seed in 8
Lanes 9 & 10 - #9 seed in 9; 10th seed in 10

800m, 1600m, 3200m

One turn stagger with top runners in the middle lanes.

Relays

All relays shall be contested in a single section.

The current-year MSHSL State Meet language regarding the number of relay marks allowed at exchange zones for runners in lanes-only relays shall be followed. If the current guidelines have not yet been published, the preceding year's language shall be followed. The games committee shall specify the allowable marking materials.

- E. In seeding the finals using the prelim results the fastest heat winner will be seeded first, the next fastest heat winner will be seeded second, and so forth until all heat winners have been seeded. After that, the fastest second place finisher will be next, followed by the second fastest second place finisher, etc. if handheld timing is used. If F.A.T. was used, heat winners shall be seed first followed by the best times overall.
- F. Shot Put and Discus Throw
1. The Shot Put shall be contested first each day. The Discus Throw shall begin no later than 75 minutes after the shot put event starts.
 2. Throwing event warm-ups will include a 30-minutes general warm-up period during which any checked-in thrower may use the circle. Each flight will have a flight-only warm-up just prior to its competition which will allow each thrower in that flight 2 times in the circle during the warmup period; each time in the circle, the thrower may bring 2 implements to throw.
 3. Flights shall be drawn by performance with the best competitive flight competing last.
 4. Flight size shall be in accordance with the current NFHS rules. The number in each flight shall be equalized as much as possible.
 5. Each competitor will have three attempts in the prelims. Each finalist will have three more attempts.
 6. The number to qualify for finals shall be one more than the number of scoring places. Finalists will compete in reverse order of performance (8 lane track has 8 places, therefore 9 finalists, 9 lane track has 9 places, therefore 10 finalists, 10 lane track has 10 places, therefore 11 finalists).
- G. Long Jump and Triple Jump
1. Three flights of comparable size shall be scheduled.
 2. Each school shall have one slot in each flight. Any bid-in athletes that qualify shall be an additional slot each for the affected schools.

3. Each flight shall have a specific start time listed in the meet schedule such that the finals shall coincide with the start times of the first section of the 3200 m on Day 1 and the second section of the 1600m on Day 2.
4. Coaches will enter their athletes during the entry process with best jump for seeding to enable comparison for adding any bid-in athletes. These entered athletes are the official entrants for the school.
5. Coaches will receive the order of competition in each flight of the horizontal jumps as determined by random draw prior to the original entry deadline. Coaches will notify the entry manager of which athlete will compete in which flight by the method and deadline specified in the entry process.
NOTE: the intent of this process is to eliminate the need for athletes to check-out of the horizontal jumps to compete in running events. Coaches are expected to place the athletes accordingly and let them know they need to be present and competing in their assigned flights.
6. Each competitor will have three attempts in the prelims. Each finalist will have three more attempts.
7. The number to qualify for finals shall be one more than the number of scoring places. Finalists will compete in reverse order of performance (8 lane track has 8 places, therefore 9 finalists, 9 lane track has 9 places, therefore 10 finalists, 10 lane track has 10 places, therefore 11 finalists).

H. Pole Vault

1. Competitors will vault in reverse order of best seed performances and will use a "five alive" system.
2. The NFHS rule on warm-up for vaulters passing opening heights shall be followed.
3.
 - a. The girls' starting height will be 8 inches below the seventh best entered mark (This refers to the seventh best overall height entered, not the height of the seventh performer. Tied heights shall count as one mark). The starting height will be adjusted to the nearest 6" mark equal to or lower than the height determined by this process.
 - b. The boys' starting height will be 10'0".
 - c. The games committee shall review entry seed heights and may appropriately adjust the starting heights prior to coaches receiving their seeded entries.
4. The bar will be raised in 6 inch increments until six competitors remain and then in 3 inch increments.

H High Jump

1.
 - a. The starting height will be 4'6" for Girls and 5'8" for Boys.
 - b. The games committee shall review entry seed heights and may appropriately adjust the starting heights prior to coaches receiving their seeded entries.
2. The bar will be raised in 2 inch increments until six competitors remain and then in 1 inch increments.

SECTION 12. IMPLEMENTS WEIGH-IN AND INSPECTION

The discus and shot shall be weighed and inspected prior to competition during times listed in the official meet schedule. The assigned officials will mark those that are legal and impound those which do not meet the proper specifications. Only inspected and marked implements are allowed in warm-up and competition.

SECTION 13. OFFICIALS

- A. During the competition, the seeding and heating responsibilities are delegated to meet management. Should circumstances cause the need to seed/heat in ways not covered by these procedures, the Games Committee shall be called together to make the necessary arrangements and decisions within its purview that are not delegated by rule to the referee.
- B. Referees, Umpires, and Head Field Judges will remain at the site thirty minutes after the final results are announced or until dismissed by the meet manager.
- C. Umpires
 1. There shall be umpire(s) assigned to each turn to adequately observe the entire turn.
 2. Umpires will judge each straightaway and the relay exchange zones.

3. At least one umpire, referee, or starter will be located at the breakpoint in any races not run in lanes for the entire race.
4. The umpires will officiate the straightaway races divided between the ends and sides.
5. The Head Umpire will station himself/herself in the infield.
6. Sufficient umpires shall be employed to ensure that all relay exchange zones are properly observed in all lanes. A given umpire should not be expected to observe more than three lanes at either the beginning or end of the exchange zone. (Note that this recommendation means that a minimum of 12 umpires are needed in the 4x100m relay based on the maximum section size being 6 in that relay when 2 sections are run. On a 10 lane track, 24 umpires would be needed to meet this recommendation).

D. Field Events

Each field event will have an appropriate number of assigned official(s). It is recommended that MSHSL/NFHS registered officials serve as head field event judges whenever possible.

- E. If budget allows, it is recommended that a meet starter and two assistant starters be employed to adequately cover the starts due to more lanes and longer staggers when the track has 9 or more lanes.

SECTION 14. PROTESTS

- A. Protests relating to matters which develop during the conduct of the meet should be made at once and may not be made later than 30 minutes after the results have been officially announced per NFHS rule. Meet management will provide the process and paperwork needed for the filing of any protests.
- B. On any disqualification the Referee shall attempt to inform the head coach(es) involved before the official results are announced.
- C. The Jury of Appeals will rule on any protest of the referee's decision that goes beyond the referee. It is understood that decisions about the start are solely those of the start team and, like any judgment call, are not appealable. The meet referees may be consulted on the rules of Track & Field.

SECTION 15. RESULTS

All results will be announced immediately (except in the case of 14B above). The meet results will be available at the conclusion of the meet and will include an indication of the distribution time. Head coaches will have the time allowed by NFHS rule from the indicated time to appeal an official result. Meet management will send out official results by noon of the next day. Head coaches will have 48 hours to protest a clerical or team scoring error.

SECTION 16. SCORING

The Championship Meet shall be scored to the number of places equal to the number of lanes available at the host site for both Track & Field events.

The value of the first through tenth place shall be as follows:
12-10-8-7-6-5-4-3-2-1 Relays are scored the same as individual events.

The value of the first through ninth place shall be as follows:
10-8-7-6-5-4-3-2-1 Relays are scored the same as individual events.

The value of the first through eighth place shall be as follows:
10-8-6-5-4-3-2-1. Relays are scored the same as individual events.

2019 South Suburban Conference Track & Field Time Schedule

PRELIMINARIES – DAY 1 – Tuesday, May 21

1:45	Scratch/Add due
2:00	Coaches' Meeting
	FIELD EVENTS - Prelims & Finals in Field Events
	2:50 Boys Pole Vault 2:50 Girls High Jump
	2:50 Boys Shot Put 4:05 Girls Discus Throw
	Boys Triple Jump Girls Long Jump (Flight 1-2:50; Flight 2-3:25; Flight 3-4:00; Finals-4:35 for LJ & TJ)
3:40	Girls 100m High Hurdles (33") - 4 Heats
3:55	Boys 110m High Hurdles (39") - 4 heats
4:10	Girls 100m - 4 heats
4:22	Boys 100m - 4 heats
4:35	Boys 3200m - Section 1
4:49	Boys 3200m - Section 2
5:04	Girls 400m - 4 heats
5:16	Boys 400m - 4 heats
5:33	Girls 300m Low Hurdles (30") - 4 heats
5:48	Boys 300m Intermediate Hurdles (36") - 4 heats
6:05	Girls 800m - 4 heats
6:23	Boys 800m - 4 heats
6:39	Girls 200m - 4 heats
6:51	Boys 200m - 4 heats
7:06	Girls 3200m - Section 1
7:23	Girls 3200m - Section 2

2019 South Suburban Conference Track & Field Time Schedule

CHAMPIONSHIP FINALS – Wednesday, May 22

2:15	Coaches' Meeting	
2:50	FIELD EVENTS - Prelims & Finals in Field Events	
	2:50 Girls Pole Vault	2:50 Boys High Jump
	2:50 Girls Shot Put	4:05 Boys Discus Throw
	Girls Triple Jump	Boys Long Jump (Flight 1-2:50; Flight 2-3:25; Flight 3-4:00; Finals-4:35 for LJ & TJ)
3:15	Girls 4 x 800m Relay	
3:30	Boys 4 x 800m Relay	
3:45	Girls 100m High Hurdles	
3:53	Boys 110m High Hurdles	
4:00	Girls 100m	
4:06	Boys 100m	
4:16	Girls 4 x 200m Relay	(2 sections)
4:26	Boys 4 x 200m Relay	(2 sections)
4:35	Girls 1600m	Section 1
4:45	Boys 1600m	Section 1
4:55	Girls 1600m	Section 2
5:05	Boys 1600m	Section 2
5:15	Girls 4 x 100m Relay	(2 sections)
5:23	Boys 4 x 100m Relay	(2 sections)
5:32	Girls 400m	
5:37	Boys 400m	
5:48	Girls 300m Low Hurdles	
5:54	Boys 300m Intermediate Hurdles	
6:02	Girls 800m	
6:08	Boys 800m	
6:15	Girls 200m	
6:20	Boys 200m	
6:35	Girls 4 x 400m Relay	(2 sections)
6:50	Boys 4 x 400m Relay	(2 sections)

South Suburban Conference

Pole Vault Weight Verification Form

Each member school shall process the **Pole Vault Weight Verification Form** listing each student participating in the pole vault event and keep the information on file in the Athletic Director's Office prior to a pole vaulter's first interscholastic competition. Periodic verification of a vaulter's weight and pole rating should be conducted during the season.

By NFHS rule, the competitors weight shall be at or below the manufacturer's pole rating. A competitor shall not use a training pole, a pole which is improperly marked or a pole rated below his/her weight during the warm-up or competition.

School	Gender: Boys Girls
---------------	---------------------------

Name of Vaulter	Weight	Pole Rating
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		
12		
13		
14		

Date	Printed Name & Signature of Athletic Director
-------------	---

Date	Printed Name & Signature of Head Varsity Coach
-------------	--



Minnesota State High School League
2100 Freeway Boulevard
Brooklyn Center, MN 55430-1735

SOUTH SUBURBAN CONFERENCE TRACK & FIELD MEET

Sportsmanship/Jewelry/Uniform/Equipment Verification Form to Meet Referee

Head Coach:

Sign below and return form to School Registration Table at the subsection and section meets.

1. All of our athletes competing in this year's meet are in compliance with all 2019 National Federation (NFHS) and Minnesota State High School League rules/regulations regarding being attired in legal uniforms, using legal equipment, and not wearing any prohibited items.

Penalty: The competitor shall be required to remove all prohibited items and be attired in a legal uniform prior to competition. If the athlete refuses to change into a legal uniform, s/he will not be allowed to compete. If an athlete is not asked to change and be properly attired and is found in an illegal uniform at the conclusion of a race or trial, no penalty will be applied. No reports will be filed.

2. I have reviewed the rules and expectations with my athletes and assistant coaches regarding sportsmanship.
3. All of our athletes understand that iPads, cell phones, video recorders, and all other electronic devices are NOT allowed in competitive or restricted areas, as determined by the meet policies and procedures. This includes all field event venues, the track and infield, clerk tent, awards area and medical tent. The penalty is disqualification from all events in which the athlete is entered.

Date: **Tuesday & Wednesday, May 21 & 22, 2019**

Meet: **South Suburban Conference Championship Meet**

School: (include all schools in co-op) _____

Team: Boys Girls _____

Coach's Signature: _____

NOTE: If you have any questions, please contact the Meet Referees (Scott Stallman/Ken Freeman)