

Naperville Park District Swim Conference

**Classic Meet
Saturday,
July 19, 2008**

**Neuqua Valley HS
Championship Meets**

Updated July 11, 2008

2007 CLASSIC CHAMPIONSHIP SWIM MEET SITE INFORMATION

Neuqua Valley High School
 2360 95th Street
 Naperville, IL 60565
 95th Street between Book Road and Route 59

NV Classic: **John Collins** jclc5@comcast.net Meet Director of AM Session

Kimberly States states@wideopenwest.com Assistant Meet Director AM

Bill Metz **bthmetz@wowway.com** Meet Director of PM Session

Russ Zimmerman RFZimmerman@gldd.com Assistant Meet Director PM

NVAM

Team	Park District Rep Job Oversight	Classic Job Coordinator
Ashbury	Assist MD, T-shirts/Heat Sheets & Marshals	Stacie Gannon 922-4214 sgannon5363@wowway.com
Stillwater	Computer/Scoring /Timing System & Hospitality Carol Mordach cmordach@sbcglo.net	Maria Poedtke 904-8217 candmpoedtke@aol.com
South Pointe	Awards	Lynn Canfield 630-904-7244 Lynn.Canfield@ryerson.com
Tall Grass	Bullpen/Clerk of Course	Kathy Wilson 630-416-0086 kathyw@comcast.net
Brookdale	Meet Director/Timers	Sue Zeisel 630-357-2475 sueztennis@aol.com

NVPM

Team	Park District Rep Job Oversight	Classic Job Coordinator
White Eagle	Awards - (Jim Hunt from WV should be there if you have questions - he is from the Awards committee)	Pam Mossides; 630-8981334; pmossides@comcast.net
Breckenridge	Bullpen/Clerk of Course	Teri Meyer 630-9041524 tms3_5@wowway.com
River Run	T-shirts/heat sheets & Marshal	Kelly Larkin 630-904-9018 Kellarkin@aol.com
Maplebrook 1	Meet Director/Timers	Diana Deahr (630)357-0872 dldeahr@wideopenwest.com
Neuqua Valley	Assist MD & Hospitality	Debbie Koopman (630) 679-1944 dkoop2@comcast.net
Waubonsie Valley	Computer/Scoring /Timing System Irene Rooney iaroon@aol.com	Elaine Tiscareno 630--978-2827 wwac_waves@earthlink.net

Important Dates

June 25, 2008 – 6:30 P.M.

Classic Job Coordinators' meeting held at Naperville Central High School. The Classic Job coordinator from each team must attend.

July 13, 2008 – By 12:00 Noon

Line-ups, full roster, and worker lists must be submitted electronically by 12:00 Noon. Please see the specific directions on page 5 of this document.

July 16, 2008 – 12:00 Noon

Line-up changes from rain dates only** must be submitted to your Classic Site Scoring Chairperson by 12:00 noon.

Wednesday, July 16th – 6:30 PM

Walkthrough meeting held at Naperville Central High School. Mandatory attendance by the Park District Representative.

July 18, 2008 – 6:00 P.M. - 8:30 P.M.

Championship meet set-up at each site. Each AM Session team must send at least 2 people to set up, at least one of those being a NPDSC Representative who must be in attendance at the meet the following day.

July 19, 2008 – 6:30 A.M. or 12:30 P.M.

Championship Meet – Classic Job Coordinators must arrive before 6:30 am for the morning session or 12:30 pm for the afternoon session. Warm-ups start at 7:00 am or 1:00 pm and the scratch meeting is at 7:05 am or 1:05 pm. Meet starts at 8:00 am or 2:00 pm.

July 19, 2008 – After the PM Session is Complete

Two people from each PM Session team, including the Park District Representative tear down and clean up after meet is completed.

****Please note that the dual meet rain dates fall after Classic Meet line-ups have been turned in. If any swimmers make City time cuts on those dates, coaches must scratch that swimmer from the event in the Classic Meet. All changes must be to the Classic site Scoring person no later than July 16th at 12:00 NOON for the rain dates.**

COMPUTER AND JOB COORDINATOR'S DUE DATES

Computer Entry Procedures and Worker Lists

Use the template specific to the Classic Meet to submit your line-ups. Please see the scoring area of the NPDSC website for specific instructions and template:

<http://napervillepdsc.tripod.com/champs/>. These line-ups and a roster must be submitted by 12:00 Noon on Sunday, July 13th. Meet entry changes from make-up and/or rainout meets are due by 12:00 Noon on Wednesday, July 16th. A Classic Meet event list can be found on the website: <http://napervillepdsc.tripod.com/champs/>.

- **Sunday, July 13, 2008** – Line-up, roster and workers' list must be emailed by **12:00 NOON**. A support person that can make decisions on line up changes must be available between 11 AM – 6 PM.
 - **For the Morning Session (BRO, ASH, SW, SP, TG)**
Line-ups and rosters should be emailed to:
Carol Mordach cmordach@sbcglobal.net
 - For the Morning Session Worker Lists should be emailed to both:
John Collins jclc5@comcast.net **AND**
Kimberly States states@wideopenwest.com
 - **For the Afternoon Session (NV, WV, BRE, RR, WE, MBI)**
Line-ups and rosters should be emailed to:
Irene Rooney iaroon@aol.com
 - For the Afternoon Session Worker Lists should be emailed to both:
Bill Metz bthmetz@wowway.com **AND**
Russ Zimmerman RFZimmerman@gldd.com

Nametags for workers will be provided by Classic Committee.

- **Wednesday, July 16, 2008** – Line-up changes from **RAIN DATES ONLY** must be emailed by 12:00 Noon to the respective Scoring Contact listed above.

NOTE: Any changes will be addressed at the scratch meeting prior to the start of the Classic Meet.

CLASSIC MEET SITE SCHEDULE

SATURDAY, JULY 19, 2008

***We ask that all volunteers be cooperative if a situation should arise where the Meet Director has to move them from one job to another if he/she sees a greater need elsewhere during the meet.**

<u>Time</u>	<u>Activity</u>	<u>Place</u>
6:30am/12:30pm	Classic Job Coordinators check in with Meet Director.	Tables in hallway
6:30am/12:30pm	Session A Marshals check-in with head marshal.	Tables in hallway
6:30am/12:30pm	Session A Heat Sheet & T-shirt sellers check-in.	Heat Sheet & T-shirt Sales tables in hallway.
6:30 - 7:00am/ 12:30 - 1:00pm	Swimmers arrive and set-up team area.	Auxiliary Gym
6:45am/12:45pm	Heat Sheet & T-shirt Sales begin	Heat Sheet & T-shirt Sales tables in hallway.
6:45am/12:45pm	Session A check-in for Officials, Timers, Scoring, Clerk-of-Course, Bullpen and Hospitality workers	Tables in hallway
7:00am/1:00pm	Warm-ups begin (see warm-up schedule on page 8)	Pool
7:05am/1:05pm	Scratch meeting	Teacher's lounge
7:30am/1:30pm	Officials' meeting	Pool Deck
7:45am/1:45pm	Timers' meeting	Pool Deck
7:45am/1:45pm	Clerk of Course starts lining up swimmers	Auxiliary Gym
7:50am/1:50pm	Warm-ups end – pool cleared	
7:55am/1:55pm	National Anthem	
8:00am/2:00pm	Classic Meet begins	
8:30am/2:30pm	Session A check-in for Awards workers	Teacher's Lounge
Event 25	Session B check-in for Officials, Marshals, Clerk of Course and T-shirt sales workers. There will be an overlap of Session A and B workers through Event 28.	Tables in hallway
Event 27	Session B check-in for Timers, Scoring, and Hospitality workers	Tables in hallway
Event 29	Sessions B Officials, Timers, Scoring, Clerk of Course and Hospitality workers begin work session.	
11:00am/5:00pm	Session B check-in for Awards workers	Tables in hallway
12:30pm/6:30pm	Estimated finish time of meet.	

Classic Practice Times

Each team must provide a lifeguard whose sole job is to LIFEGUARD during the practice sessions. This cannot be a person who is coaching and life guarding at the same time. The practice times are listed below. You must practice during your assigned time. If your swimmers arrive late, they cannot go over your team's allotted time. There are other teams who need to practice as well as scheduled school activities.

At NVHS:

	Monday 7/14	Tuesday 7/15	Wednesday 7/16	Thursday 7/17	Friday 7/18
10:30-11:10	--	--	--	--	MB1
11:10-11:50	--	--	--	--	Breckenridge
11:50-12:30	--	--	--	--	Ashbury
12:10-12:50	White Eagle	River Run	Waubonsie Valley	Brookdale	--
3:00-3:40	--	Stillwater	--	--	--
3:40-4:20	--	South Pointe	--	--	--
4:20-5:00	--	Tall Grass	--	--	--

Lifeguard Schedule

Each team must provide a lifeguard to guard a shift while the Classic Meet is running. The guard on duty **may not coach under any circumstances** during the time that he or she is guarding.

NVHS

NV Morning Session		NV Afternoon Session	
6:45 - 7:50 am	Stillwater Drew O'Bryan	12:45 - 1:40 pm	Maplebrook 1 Michael Scotti
7:50 - 8:55 am	Brookdale	1:40 - 2:35 pm	Neuqua Valley Jessica Zimmerman
8:55 - 10:05 am	Ashbury Allie Aitken	2:35 - 3:30 pm	River Run Molly Clennon
10:05 - 11:15 am	Tall Grass Brian Gerber	3:30 - 4:25 pm	Breckenridge Nicole Sparbanie
11:15 - END	South Pointe	4:25 - 5:20 pm	Waubonsie Valley
		5:20 - END	White Eagle Jenna Janiga 630-303-0903

Warm-up Schedule with Lane Assignments

The first group of warm-ups begins at 7:00 am for the morning session and 1:00 pm for the afternoon session. The second group of warm-ups starts at 7:25 am for the morning session and 1:25 pm for the afternoon.

The first 15 minutes is for general warm-ups. Enter FEET FIRST only. No diving from the edge of the pool or the blocks. Push off the wall beginning at the starting end of the pool.

Circle swimming only.

During the last 10 minutes, all lanes will be used for sprint lanes for racing starts from the blocks or for backstroke starts. All swimmers begin at the starting end of the pool. Swim one length only. Exit pool after 25 yard sprint. **One way swimming only.**

Warm-ups should be conducted according to the general procedures outlined in the Swim Conference Policies and Procedures Manual. Swimmers must exit the pool immediately when instructed to do so to allow the next group to start warm-ups or to start the meet.

Warm-ups will conclude at 7:50 am for the Morning session and 1:50 pm for the Afternoon session.

TENATIVE!!! This may change based on # of entries.

Morning Session		Afternoon Session	
Session 1: 7:00 am - 7:25 am		Session 1: 1:00 pm - 1:25 pm	
Lanes	Team Assigned	Lanes	Team Assigned
1, 2, 3 & 4	South Pointe	1 & 2	White Eagle
5, 6 & 7	Ashbury	3, 4 & 5	Breckenridge
8	Use if needed	6, 7 & 8	River Run
Session 2: 7:25 am - 7:50 am		Session 2: 1:25 pm - 1:50 pm	
Lanes	Team Assigned	Lanes	Team Assigned
1 & 2	Tall Grass	1 & 2	Maplebrook I
3 & 4	Still Water	3, 4 & 5	Waubonsie Valley
5, 6, 7 & 8	Brookdale	6, 7 & 8	Neuqua Valley

Meet Seeding

Each Classic Meet will be divided into 2 tiers by times, approximately one-half of the swimmers in the event in each tier. There may be a natural break in times that can be used to separate the tiers. The first half (slower times) will be Tier II and the last half (faster times) will be Tier I.

All 6 and under girls and boys will be seeded in three tiers in the freestyle and backstroke events. The 6 and under free relays will be swum at the beginning of the meet before the medley relays. THERE WILL BE NO 6 AND UNDER EVENTS AT THE CITY MEET AND THERE ARE NO QUALIFYING TIMES

Heats of each tier will be from the slowest to the fastest swimmers (slowest times in Heat 1, next slowest in Heat 2, etc.)

Lane Assignments

Lanes will be assigned in the following order from fastest swimmers to the slowest in each heat: 4-5-3-6-2-7-1-8.

Awards

For individual events, medals will be awarded for first through eighth place in Tier I, and ribbons will be awarded for first through eighth place in Tier II (and in Tier III for 6 and under individual events). For relay events, medals will be awarded for first place, and ribbons will be awarded for second through eighth place.

Awards will be given to swimmers in the actual order of legal finish. There is no limit as to how many awards may be given to swimmers from a single Member team in any one individual event.

Awards will be distributed at the end of the Classic Meet when the respective team areas have been adequately cleaned up.

Concessions

Concessions will be available in the Commons Area.

Classic Meet Job Oversight Responsibility Summary

Each team's Park District Representative is responsible for a Job Oversight aspect of the Championship Meet, for example, Timers, Awards, etc. It is your responsibility to oversee this assigned area and ensure that all aspects under your supervision run smoothly. This does not mean that your team has to supply all of the workers for that area but your job is to supervise those workers from your team and others that are assigned to support the area. Workers will be distributed proportionally based on the number of swimmers participating in the Classic Meet from each team. If your area of responsibility requires supplies, it is your responsibility to purchase them. Each area of responsibility is listed below with a website reference for full job description.

MEET DIRECTOR

See website for job description: <http://napervillepdsc.tripod.com/champs/>.

PARK DISTRICT REPRESENTATIVE

See website for job description: <http://napervillepdsc.tripod.com/champs/>.

JOB COORDINATOR

See website for job description: <http://napervillepdsc.tripod.com/champs/>.

MARSHALS

See website for job description: <http://napervillepdsc.tripod.com/champs/>.

TIMERS/DECK RUNNERS

See website for job description: <http://napervillepdsc.tripod.com/champs/>.

SCORING (COMPUTERS, TIMING SYSTEM, AND AWARD RUNNERS)

See website for job description: <http://napervillepdsc.tripod.com/champs/>.

BULLPEN/CLERK of COURSE

See website for job description: <http://napervillepdsc.tripod.com/champs/>.

AWARDS

See website for job description: <http://napervillepdsc.tripod.com/champs/>.

HEAT SHEET & T-SHIRT SALES

See website for job description: <http://napervillepdsc.tripod.com/champs/>.

HOSPITALITY

See website for job description: <http://napervillepdsc.tripod.com/champs/>.

OFFICIALS

See website for job description: <http://napervillepdsc.tripod.com/champs/>.

HEAT SHEET CONSTRUCTION: Will be done by Classic Meet committee.

Classic Meet Rules: (Taken from: Rules, Policies and Procedures of the Naperville Park District Swim Conference, Last Revised June 11, 2007)

B. Classic Meet Rules

1. **Order of Events** The order of events shall be the order of events set forth in Exhibit B attached to these Rules.
 - a. All of the individual events shall be swum using a 2 tier system, except the 6 and under events shall be swum using 3 tiers.
 - b. The tiers shall be based on times submitted by swimmers of all teams at each site. One-half of the swimmers in each individual event, other than 6 and under events, shall be allocated to each tier. If the total number of swimmers cannot be divided equally by 2, the extra swimmer will be added to Tier II. In the case of 6 and under individual events, one-third of the swimmers in each individual event will be allocated to each tier. If the total number of 6 and under swimmers cannot be divided equally by 3, the extra swimmer(s) will be allocated first to Tier III, then to Tier II.
2. **Participation** A swimmer may compete in a maximum of four events at the Classic Meet, no more than three of which may be individual events. To be eligible for the Classic Meet:
 - a. A swimmer must participate in at least three (3) officially approved conference meets during the season and that swimmer's name must appear on the meet entry and results for that meet.
 - b. A swimmer must be on the official July 1 roster or approved at the July Board of Director's meeting.
 - c. All swimmers competing in the 15-18 age group will swim in the City Meet even if they have not achieved a City Meet qualifying time.
 - d. A swimmer may not swim an individual event or that leg of any relay at the Classic Meet if that swimmer has met the City Meet qualifying time standard for that event.
 - e. A swimmer who swims in the Classic Meet can be entered in the City Meet only as a relay swimmer. A swimmer may compete in the same relay at both the Classic Meet and the City Meet. In addition to swimming in 4 total events in the Classic Meet, a swimmer may compete in 2 additional relay events at the City Meet.
3. **Meet Entries**
 - a. Each Member shall submit its meet entry by email to the person and in the manner set forth in the Classic Meet Packet that is published and delivered to each Director prior to the Classic Meet. The meet entry shall be submitted by Noon on the Sunday preceding the Classic Meet.

- b. Meet entry changes from dual meet rain dates held after Classic Meet entries are submitted shall be due by Noon on the Wednesday preceding the Classic Meet; however, if any swimmer achieves the City Meet qualifying time standard for an event that he or she is originally scheduled to swim at the Classic Meet, then that swimmer must be scratched from that event in the Classic Meet.
 - c. There is no limit to the number of swimmers each Member may enter in each individual event.
 - d. Each Member may enter one relay team in each relay event. In each relay event, a Member may enter four swimmers and a maximum of four alternate swimmers.
 - e. A swimmer may be entered in three individual events and two relay events at the time of meet entry, as long as such swimmer actually competes in only four events.
 - f. All swimmers must be entered with an official time for each individual event entered. No swimmer may be entered with “no-time” listed as their seed time.
 - g. Rules for scratches governing high school championship meets do not apply (i.e., there is no penalty for scratching an event). In particular, it is not intended that any article of Rule 3-2 (or any other provision) of the Swimming Diving and Water Polo Rules of the National Federation of State High School Associations shall apply to prevent an NPDSC swimmer from participating in any or all of his or her events because such swimmer was listed as scratched in the organizational meeting held shortly before the beginning of a meet.
 - h. The intent of the NPDSC is to err on the side of the swimmer so that each swimmer has an opportunity to compete in the Classic Meet. As such, meet officials shall not bar a swimmer from swimming an event for the sole reason that such swimmer has missed any of his or her preceding events.
- 4. **Exhibition Heats and Swims** There will be no exhibition heats or swimmers in the Classic Meet.
 - 5. **Lanes** Lanes will be assigned to each swimmer in each event based on seed times. Within each event, heats will be run slowest to fastest. Within each heat, swimmers will be seeded fastest to slowest in the following order: Lane 4, Lane 5, Lane 3, Lane 6, Lane 2, Lane 7, Lane 1 and Lane 8.
 - 6. **Scoring** For purposes of scoring the Classic Meet, points will be awarded for first through eighth place in each event as follows:

- a. Relay events - 18, 14, 12, 10, 8, 6, 4, 2.
 - b. Individual events shall be scored in Tier 1, but not in Tier 2 - 9, 7, 6, 5, 4, 3, 2, 1.
 - c. Only two swimmers from a Member's team will be eligible to receive points in Tier 1 of each individual event
 - d. Points are awarded on a move-up basis, if one team takes more than two of the first eight places in an individual event.
 - e. No points will be awarded for 6 and under events.
7. **Awards** Classic Meet awards will be given as follows:
- a. For individual events, medals will be awarded for first through eighth place in Tier I, and ribbons will be awarded for first through eighth place in Tier II (and in Tier III for 6 and under individual events). For relay events, medals will be awarded for first place, and ribbons will be awarded for second through eighth place.
 - b. Awards will be given to swimmers in the actual order of legal finish. There is no limit as to how many awards may be given to swimmers from a single Member team in any one individual event.
8. **Results** Following the conclusion of the Classic Meet, results shall be posted on the website for the Conference. Final Classic Meet results shall also include notice of the team's swimmer disqualifications and the reason for each such swimmer's disqualification.
9. **Officials** A registered IHSA referee and starter will be hired for the Classic Meet. Stroke judges and turn judges will be filled by parent volunteers chosen by the Classic Meet Committee or the Member team assigned with responsibility for officials. Unless the cost is prohibitive, an automatic or semi-automatic timing system will be used. Relay false starts will be judged by the hired officials.