



All Sectional Seeding Meetings will be conducted virtually. There will NOT be any in-person meetings. To conduct the live portion of the virtual meeting, Sectional Hosts may use any virtual meeting platform (i.e.: Zoom, Microsoft Teams, Google Meets, etc.) available to them. It is important for the Hosts to communicate the platform that they will use well in advance of the seeding meeting to ensure that attending school coaches and IHSA Officials are able to access the meeting using such platform.

The 3 IHSA Officials assigned to your Sectional Track Meet will be posted on each respective Sectional Host's Tournament Management section in the IHSA School's Center Web Site. Administrative passwords must be used to log in to the Tournament Management Section of the IHSA Schools Center.

Tuesday, May 7 (Girls) and May 14 (Boys) - 6:45 PM or 15 minutes prior to the start of your seeding meeting Coaches can only see their own entries through Athletic.net, and they do not have the ability to see other schools' entries.

- During this time-period, coaches must email the meet manager any scratches and changes to their original entry list. This can only be done during this time-period (prior to seeing the heat sheets for this meet).
- At the Online Sectional Seeding meeting, prior to all event seeds or heat sheets being distributed, **for Relay Events Only**, coaches can opt to change a relay time to a slower seed time than what was automatically populated by Athletic.net. **Individual event** seed times/marks automatically populated by Athletic.net **may not be adjusted**.
- An athlete's top seed time/distance/height will be automatically populated from official regular season meet results through the Athletic.net sectional entry process. Therefore, coaches cannot request that seed times/distances/heights be adjusted during this time-period.
- Individual entries left blank at the time of the on-line entry deadline, may not be filled in during this time-period forward.
- Relay team members may not be changed at any time, for any reason from this time-period forward because they have 4 built-in alternates.
- The only changes permitted during this time-period are person for person changes to individual events and event scratches. No substitutions are allowed following the publication of all meet entries for your sectional except as permitted in T&C item V-C-14.

7:00 PM Role Call:

- The Host must identify and document who is present at the Virtual Sectional Seeding Meeting.
- Through Athletic.net, the host will publish all team entries on the Athletic.net Meet Page.
- **Log in to Athletic.net > Locate and click your Sectional Meet in the 2023 Calendar > Click**

Manage Meet > Click Settings > Click Additional Meet Options > Check the box that says "Publish Entries on Meet Page."

- Coaches can look over all entries at that time while the Meet Manager, Meet Referee, and/or Timing System Operator build the heat sheets for the meet.

Note: Please refer to the Seeding Procedures document located on the IHSA T&F page for specific seeding instructions.

As a result of the sectional entry seed performances coming from official meet results uploaded to Athletic.net by the regular season meet hosts, challenges to seed performances are not warranted.

IMPORTANT: Remember that only sectional meets using FAT systems will be allowed to qualify individuals based on times. No competitor achieving the IHSA qualifying standard based on a manual time will be allowed to advance to the state finals (unless he/she finishes 1st or 2nd). If any timing system other than an FAT system is used to time the sectional meet, then only the 1st and 2nd place finishers will advance to the state final meet. If an FAT timing system fails during the meet for any event, the meet manager must contact Kraig Garber to discuss the situation and ask if it will be allowed to convert manual times recorded at the finish line by officials assigned as back up timers to FAT times to qualify competitors for the state finals. Qualifying for field events will remain as it has been in the past (1st and 2nd place qualify as well as those competitors meeting the state qualifying standard).

As per the terms and conditions (T&C Item V-C-1), schools are not required to attend the virtual seed meeting. Please seed all teams that have entries included in Athletic.net. All properly entered athletes must be seeded fairly, regardless of whether or not his/her coach is in attendance.

7:15 PM:

- After all meet events are seeded, **email** the final heat sheets and meet schedule to head coaches or each school's official representative.
- Meet Manager should introduce themselves, the meet referee and starter and allow the officials to address the coaches concerning the following:
 - Uniforms
 - All competitors must wear school approved or issued uniforms.
 - Undergarments are not considered when applying the uniform rule.
 - Checking In
 - Athletes must check in to each event that they are entered. If in two events, athletes must check in to both events. If they leave one event for another, they must check out with one judge and check in with the other. Athletes must tell the judge they are leaving and when they will be back (it is suggested that no athlete

be away for more than 10 to 15 minutes). No event will be held up because an athlete failed to return to that event.

- b. Athletes will report when flights are called. When a running event is called all heats of that event must report to the Clerk of the Course. All four runners should report when their relay is called. Contestants that fail to report prior to the Clerk of the Course closing the entries in running events, or after the judge starts competition in the field events shall not be allowed to participate in that event.
- c. Running events take preference over field events.
3. Disqualification: The referee shall notify the athlete and/or coach relative to any disqualifications.
4. Coaches Box - Pole Vault: Where will it be located?
5. Restricted areas - Coaches and non-participating athletes
 - a. Where will coaches, athletes and spectators not be allowed? (Track and infield?)
 - b. **The areas occupied by the Timing System Operator (TSO) & F.A.T. equipment are restricted to meet management, timing personnel and meet officials. Coaches, spectators, athletes and news media are not authorized access to F.A.T., Anemometer or Video Timing Equipment. All such inquiries must be directed to the Meet Referee.**
 - c. Explain where team uniform removal is prohibited.
 - d. Explain where no electronic communication devices are allowed. This rule applies not just to the use of such devices, but to the possession as well.
6. Markings
 - a. On the track (Make sure you have marked a 1-meter step start line)
 - b. On the runways
 - c. On the apron
7. Appeals
 - a. Refer to rule 3-5-4 for the list of situations that cannot be appealed.
 - b. If you appeal you must state the rule, and what you are appealing in writing. All appeals go to the referee. The Jury of Appeals may not set aside any rule in considering any appeal.
8. When a field event is over, no more practice is allowed. Everyone must stay off of the jumping pits, landing areas and throwing circles. Per NFHS Rule 6-2-6, there will be no warm-up without supervision (coach or the adult supervising the event) and the venue has been declared open by the meet director.
9. Relays:
 - a. Handoffs - Make sure both runners stay in their lanes for the 4x100 and the 4x200. After handing off, stand still or jog straight ahead.

Listen to the instructions of the Starter and/or the Clerk 4x800, 4x400.

- b. The 4x100 & 4x200 relays no longer have a 10-meter acceleration zone and 20-meter exchange zone. These relays now have a 30-meter exchange zone. Tracks marked for the old rule will use the small acceleration zone triangle as the front of the 30-meter exchange zone.
10. All field events will be measured in metric units. Heights and distances will be measured to the nearest lesser centimeter.
11. Inspection and Weigh in of implements (it is recommended that each site have the gauge used to measure the dimensions of the shot and discus). Implement weights shall be in metric units.
 - a. Shot Put: Boys-min. 5.443kg/Girls-min. 4.0kg
 - b. Discus: Boys - 1.6kg/Girls - 1.0kg
 - c. Make sure shot and discus are clean for the weigh in and are of legal weight and legal dimensions. Many of the same implements used at sectional meets are impounded at the state finals for not passing the implement inspection at the state finals.
12. Captains and Coaches meeting will be held after the scratch meeting.

MEET MANAGER Address the following:

1. Go Fan Digital Ticket Information
2. Time schedule
3. Inclement weather- Remember: When thunder roars, go indoors!
4. Trainer availability (if any)
5. IHSA sectional shirts
6. Parking - cars - busses
7. Pole Vault weigh in and pole check
8. Coaches Instructions to athletes-on and off the field
9. Location of the AED
10. IHSA Heat Policy from the Manual for Schools and Managers.
11. Ask for volunteer officials from each school to help fill in where needed. All schools entered in the IHSA T&F State Series are required to provide one qualified volunteer when asked to do so by the meet host (T&CV-C-18). The head coach will serve in place of the volunteer provided by his/her school if the volunteer fails to appear at the sectional meet for his/her assigned duty.
12. Elect games committee (Jury of Appeals) and IHSA sectional Representative.
13. Remind computer scorer of the following:
 - a. Upload meet results to Athletic.net

8:15 PM: Answer any questions before adjourning.