BIG NINE TRACK
STANDARD OPERATING PROCEDURES

1. LEAGUE SCHEDULE
   A. The league schedule shall consist of four meets in a double-dual, round robin format.
      1. The meets will rotate from site to site on a 3-year basis, with teams moving from left to right in each grouping from season to season. The last team in each grouping is the host team for the meet. (6/99)
      2. The last league meet of the current season will rotate to the date of the first meet in the subsequent season; the remaining meets of the current season will rotate accordingly. (6/99)
      3. With eleven teams in the conference, the grouping for each league meet date will consist of one group of three teams and two group of four teams, or one group of five teams. Through a random draw, a team is selected as the team to which the identified “pig-tail” team is “attached”, creating the group of four teams. The two “attached” teams will follow the same league meet schedule. The first time two “pig-tail” teams meet, in league, they will score against each other. Teams scores will not be calculated between the two “pig-tailed” teams at the other league meets. Week one of the league schedule will take place prior to spring break. (5-03)
   B. The groupings may be redrawn after a 3-year rotation is complete.
   C. All league meets are to be held on Thursday.
   D. There shall be no league meets scheduled during spring vacation.

2. LEAGUE MEETS
   A. MEETINGS: The meet director and coaches will meet 30 minutes prior to the meet starting time to discuss location of facilities, open pits, and other special procedural instructions.
   B. ENTRIES: Each school is allowed four entrants in each running event and five entrants in each field event. The home schools entries are to be entered prior to the coaches meeting. Visiting schools’ entries are to be given to the meet manager at the coaches meeting/ (5/94)

      1. Entry form (see attachment): Each coach will prepare four or five sets for distribution to meet manager, opposing team, and him/herself.
C. HEATS: With a maximum of four entries per school, heat 1 will consist of six runners, with six of eight in heat 2. Heat 2 is the fastest heat. No more than 2 runners per school may be entered in heat 2. If there are nine or fewer total entrants, only one heat will be run. Places are determined by time. A one turn stagger will be used in the 800 meters. All entries are stacked behind in assigned lanes in a two lane format. There are to be no heats in the 800m (extra runners will be stacked), 1600m, or 3200m. Modifications of heat will be made at the pre-meet coaches meeting. (6/94)

D. LANE ASSIGNMENTS: Refer to the Big 9 Track schedule. On the “Order of Events” charts (see attachment); teams will be numbered in the order they appear on the Big 9 schedule. EXAMPLE: Walla Walla & Pasco @ Davis: Walla Walla is team 1, Pasco is team 2, and Davis is the home team.

E. TIME SCHEDULE AND ORDER OF EVENTS: See 3-team and 4-team time schedules/order of events, which follow these Standard Operating Procedures.

A. MEET OFFICIALS: The starter, assistant starter, and event judges are to be provided by the host school. These positions are not to be filled with members of the competing schools’ track coaching staffs. The competing schools must agree to any exception as soon as the need for an exception is identified. An adequate number of timers shall be utilized. Timers not needed for a relay race call be used as exchange zone judges. Exchange zone judges must be given proper instruction of their duties and be provided with signal flags. (6/99)

G. FIELD EVENTS: The field event judge for each field event will use a cone as a visible signal to indicate when the field event is open or closed for each competitor’s attempt. The field event judge will place the cone in the runway/apron/circle to signal to the competitor that the event is closed and that no attempt may be made. Upon determining that it is safe for an attempt to be made, the field event judge will remove the cone from the runway/apron/circle to signal to the competitor that the event is now open and than an attempt may be made. If a competitor makes an attempt when the cone is still placed upon the runway/apron/circle, a foul shall be recorded for that attempt. (2/99)

1. POLE VAULT: It is recommended that team s put permanent marks beside or across the pole vault runway in the planting area at 6” intervals. These check marks are to be located 6’ to 14’ from the top of the stop board. All measurements for marks on the runway are measured from the top of the stopboard nearest the pit (see the corresponding appendix in the National Federal Rules). The head coach of each school shall verify that their vaulter(s) are in compliance with National Federation and W.I.A.A. rules pertaining to weight limits and pole usage. Entering vaulters into competition shall constitute verification. Each violation of these rules shall be declared a foul as identified in the National Federation rules. (5/00)
a. **BOYS** starting height shall begin at 9’6” and increase in 6” increments to 13’, then increase in 3” increments for each subsequent height.

b. **GIRLS** starting height shall begin at 7’6” and increase in 6” increments to 10”, then increase in 3” increments for each subsequent height. (5/00) **When one vault pit is used, a blending of girls/boys vaulting order will take place with the respective starting heights remaining the same.**

b. **It is recommended to staff the pole vault with 3-4 officials and to maintain 1.5 minute vault requirement after athletes name is called. The vault competition must start at 4:00 pm.**

2. **JAVELIN AND DISCUS MEASUREMENTS:** Measure to the next lesser inch, Every throw is to be measured. This is a must in the interest of the pit time and for resolving ties.

3. **HIGH JUMP**
   a. **GIRLS** starting height is 4’4” and increases in 2” increments to 5’, then increases in 1” increments for each subsequent height. (6/96)
   
   c. **BOYS** starting height is 5’4” and increases in 2” increments to 6’ then increases in 1” increments for each subsequent height. (6/96)

4. **SHOT PUT**- Shots for girls competition are to be stamped with “4kg” or some other identifying mark to indicate its official weight. (5/00)

5. **OPEN PITS:** Field event schedules shall provide sixty (60) minute competition periods for those sites with double pits. Schools with single pits will provide ninety (90) minute competition periods. Open pit times must be for the length of time designated. The time period for event competitions should be 15 minutes longer for 4-team meets and than 3-team meets. Meet directors are to get the times for opening the pit(s) form the event judge and make them available to the announcer. The announcer will announce opening and closing times. Entrants are to be entered into the one of two flights, with the better competitors in the second flight. The expected combination is flights of 9 and 6 (3-team meets) or 12 and 8 (4-team meets). The second flight is to begin trials 10 minutes after the end of the trials for the first flight. The competition format for each flight shall be an open pit format. (2/00)

H. **RULES**

1. Meet management and administration are subject to the National Federation Rules for Track and Field.

2. **GAMES COMMITTEE:** The Games Committee shall consist of at least three members, one of which shall be a host school administrator, and none of whom can be on the coaching staff of either school. The Game Committee responsibilities are outline in the National Federation Rules for Track and Field.
3. UNSPORTSMANSHIPS CONDUCT: Any act of unsportsmanlike conduct will be reported to the Games Committee. The Games Committee will meet prior to the next event. The Committee will hear the report, assess the situation, and determine if a valid unsportsmanlike act has occurred. If the act is deemed unsportsmanlike, the offender will be disqualified for the remainder of the meet per National Federation Rules for Track and Field. The offender is then subject to the WIAA ejection rule that will be administered by his/her home school. A two-day event will be considered a single event. EXAMPLE: Athlete removed on first day would be out for both days. It is understood that unsportsmanlike conduct is behavior by a participant, coach, or other school personnel, which is unethical or dishonorable (see National Federation Rules for Track and Field). (1/94)

I. SCORING: First = 5 points, Second = 3 points, Third = 1 point. Relays only score first place.

SCORING FORM: Report full results: a minimum of six places and seven when possible. Results are to be recorded in tenths that are ROUNDED UP. DO NOT RECORD IN HUNDREDS. Every athlete is to receive a mark in his/her event(s). Meet managers will make sure that each finish time is recorded on the event sheet. (2/93)

J. At the conclusion of the meet, each head coach shall receive a legible copy (photocopy or NCR) of the results of each event and the team scoring sheets. All league meet results are to be sent to the Big Nine Conference Track Coordinator. (5/00)

K. FINISH LINE & EVENT MEASUREMENT PROCEDURES: The Meet Director is responsible for seeing that the Head Timer, Assistant Timers, and all Field Event Judges are instructed in the proper procedures for measuring and recording trials in the field events and in picking places of finish and applying times to those places of finish in the running events. When circumstances allow, every effort should be made by the host team to videotape the finishes of the running events, especially in the shorter races. It is recommended that all Big Nine regular season meets (4) have a Fully Automatic Timing (FAT) system in place. Accurate times submitted for athletes in post-season competition. Current schools that have FAT systems are: Pasco, Eisenhower, and Eastmont. Should the order of finish be questioned, the Meet Director may review the video in a timely manner to assist in settling the dispute. (2/97)

3. DISTRICT MEET

A. ENTRIES: The field for each open event will consist of thirty (30) participants when held at 10-lane facilities and twenty-seven (27) at 9-lane facilities. Each field will consist of the top 2 entries from each school plus the remaining top participants to fill the field. The field at each event will be seeded at the district meet. Each entrant must have competed in the event during the year to establish a seeding performance. There is to be only 1 relay team to be entered from each school. Scratches must be appealed to the Games Committee prior to the start of the meet. The Gaines Committee has the only authority to remove an entrant from the event or the meet. If the scratched entrant is from the fastest heat, the next fastest runner will be entered in that heat and
the lanes will be redrawn. The Big 9 Track Coordinator will be assigned to the Games Committee. (2/00)

B. LANE ASSIGNMENTS: Lane assignments will be made from the entry forms at the coaches meeting according to the following formula. For individual races of 800 meters or shorter and relays, the best seed starting in lane 5 and progressing outward alternating between lanes 6, 4, 7, 3, 8, 2, 9, 1, and 10. For distance races there will be 10 Lane Tracks - lane assignments as follows: #1 L-4, #2 L-5, #3 L-3, #4 L-6, #5 L-2, #6 L-7, #7 L-1, #8 L-8, #9 L-9, and #10 L-1 0. Runners in each group will be assigned with the faster competitor beginning on the outside. For distance races, two waterfall starting lines will be used. The first beginning in lane # 1, and the second beginning in lane # 6. The faster competitors will be assigned to the outside position.(5/03)

C. FIELD EVENTS

1. Pole Vault and High Jump: In the pole vault and high jump, the rotating flight system will be in effect. Starting height for Boys Pole Vault is 10'6" with minimum standard of 10'. (Minimum Standard must have been met in order to vault in varsity meet competition.) Increase in 6" increments to 13', then 3" increments for each subsequent height. Starting height for Boys High Jump is 5'6" with 2" increments to 6'2", then 1" increments until half of the competitors remain. Starting height for Girls Pole Vault is 7'6" with minimum standard of 7'. (Minimum Standard must have been met in order to vault in varsity meet competition.) Increase in 6" increments to 10', then 3" increments for each subsequent height. Starting height for Girls High Jump is 4'6", with 2" increments to 5'2", then 1" increments until half the competitors remain. (2/99)

2. Shots may be provided by the Y'VIAA or may be provided by each competitor. All instruments will be weighed, measured, and secured on site prior to use in competition.

3. Javelins and Discus will be weighed and measured at the coaches meeting prior to the meet. After weigh-ins, no instruments may be brought onto the field.

4. When so requested, participating schools are expected to provide competent personnel to run district field events.

D. TIME SCHEDULES: Field event competition will start at 4:00; running event competition will start at 5:45. The regular season order of events will be followed, with appropriate adjustments made to the time schedule. See District time schedule, order of events, and coach’s instructions, which follow these Standard Operating Procedures.

E. PRELIMINARIES AND FINALS: In those events in which both preliminaries and finals are run, the number of participants advancing to the finals shall be one (1) more than the number of places receiving awards. (5/00)

F. PLACING AT DISTRICT: The top 8 contestants in each event will place and receive awards. Placement points are 10-8-7-6-5-4-2-1. The type of awards given shall be determined by the YVIAA. A medal is given to each 1st place winner;
Ribbons are given to 2nd through 8th place finishers. (2/93)

G. QUALIFICATIONS TO REGIONALS: The top 8 contestants in each individual event and the top 4 teams in each relay event of the District 5/6 Meet shall advance to the Regional Meet. These entrants shall be combined with a same number of entrants from the District 8 Meet to make up the field of the Regional Meet. The Regional Meet SOP’s will determine the time schedule, and heat, lane, and flight assignments. See Regional time schedules, order of events, and coach’s instructions, which follow these Standard Operating Procedures.

H. QUALIFICATIONS TO STATE: The WIAA will establish the number of entrants in each event that shall comprise the District 5/6 allocation to the State Meet. The District 5/6 allocation shall be combined with the District 8 allocation to determine the total number of entrants in each event that shall qualify for the State Meet. Other competitors who meet State Standards shall also qualify for the State Meet.

4. ALL CONFERENCE: At the District Seeding Meeting, the track coaches WHI nominate candidates for the outstanding male and female Track Athlete of the Year and Field Athlete of the Year as well as nominees for the Boys and Girls Coaches of the Year. Selection of these Athlete and Coach of the Year recipients will take place at the District Seeding Meeting. Athletes and coaches of the year will be announced. Each school is responsible for recognizing the designated athletes in an appropriate manner. Coaches of the year will receive the league certificate designated for that honor.

5. ALL CONFERENCE TEAMS (2/93)

A. The First Team is the first place finisher in each District event.

B. The Second Team is made up of the second place finisher in each District event.

C. The Honorable Mention Team is made up of the third place finisher in each District event.

6. DISTRICT TRACK -- SCHEDULE OF EVENTS

A. FIELD EVENTS -- Start at 4:00

<table>
<thead>
<tr>
<th>Boys Long Jump-North Pit</th>
<th>Boys Triple Jump (after Boys Long Jump)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Girls Long Jump-South Pit</td>
<td>Girls Triple Jump (after Girls Long Jump)</td>
</tr>
<tr>
<td>Girls High Jump</td>
<td>Boys High Jump (after Girls)</td>
</tr>
<tr>
<td>Boys Pole Vault</td>
<td>Girls Pole Vault (after Boys)</td>
</tr>
<tr>
<td>Boys Javelin</td>
<td>Girls Javelin (after Boys)</td>
</tr>
<tr>
<td>Boys Shot Put</td>
<td>Girls Shot</td>
</tr>
<tr>
<td>Girls Discus</td>
<td>Boys Discus (after Girls)</td>
</tr>
</tbody>
</table>
B.  RUNNING EVENTS – Start at 5:45

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>5:45</td>
<td>110 Meter High Hurdles - Boys</td>
<td>8:00</td>
<td>300 Meter Low Hurdles – Girls</td>
</tr>
<tr>
<td>6:00</td>
<td>100 Meter High Hurdles – Girls</td>
<td>8:15</td>
<td>800 Meter Run – Boys</td>
</tr>
<tr>
<td>6:10</td>
<td>100 Meter Dash – Boys</td>
<td>8:30</td>
<td>800 Meter Run – Girls</td>
</tr>
<tr>
<td>6:20</td>
<td>100 Meter Dash – Girls</td>
<td>8:45</td>
<td>200 Meter Dash – Boys</td>
</tr>
<tr>
<td>6:30</td>
<td>1600 Meter Run – Boys</td>
<td>8:55</td>
<td>200 Meter Dash – Girls</td>
</tr>
<tr>
<td>6:40</td>
<td>1600 Meter Run – Girls</td>
<td>9:10</td>
<td>3200 Meter Run – Boys</td>
</tr>
<tr>
<td>6:55</td>
<td>4x 100 Meter Relay – Boys</td>
<td>9:25</td>
<td>3200 Meter Run – Girls</td>
</tr>
<tr>
<td>7:05</td>
<td>4x 100 Meter Relay – Girls</td>
<td>9:40</td>
<td>4x 200 Meter Relay – Boys</td>
</tr>
<tr>
<td>7:15</td>
<td>400 Meter Dash – Boys</td>
<td>9:50</td>
<td>4x 200 Meter Relay – girls</td>
</tr>
<tr>
<td>7:25</td>
<td>400 Meter Dash – Girls</td>
<td>10:00</td>
<td>4x 400 Meter Relay - Girls</td>
</tr>
<tr>
<td>7:45</td>
<td>300 Meter Intermediate Hurdles- Boys</td>
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</tbody>
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DISTRICT V & VI TRACK & FIELD MEET- COACHES
INSTRUCTIONS

1. Lane assignments will be made from the entry forms submitted by coaches. All entries (Full Names of entries) must be completed and E-MAILED or FAXED to John Crawford on or before MONDAY (NOON), of the week of the district meet so that material will be available at the coaches seeding meeting that MONDAY. Last minute changes will be accepted at the coaches seeding meeting. Coaches seeding meeting will be held at a site to be determined each year at 6:30 P.M. Remember that athletes seeded into an event must compete in that event or they will be scratched from the whole meet.

2. TWO entries per school per event. Additional entries will be filled from the top nine individuals remaining within the Big Nine as per coach’s agreement. Place additional athletes for each event on the entry sheet provided. Each entrant must have competed in the event during the school year to establish seeding time or distance. Entrants must have been on the school’s eligibility list for at least 50% of a regular season. One relay team per school. Lane assignments will be made from the entry forms at the coaches meeting according to the following formulas: Best lanes will be 5 and 6 with the remainder 4-7; 3-8; 2-9; 1 (Lane 10 will be used when possible for the best heat only.)

3. Coaches must remind their athletes to remain in the stands except when competing. Coaches are not permitted on the field once the meet begins. The rules permit coaches to make their protest and direct their questions to the meet director.

4. A Games Committee of not less than 3 or more than 5 knowledgeable track persons shall be appointed by the district meet manager, to assist the manager as needed, and to arbitrate and resolve all disputes. TRACK COACHES PLEASE NOTE: A DECISION BY THE GAMES COMMITTEE IS FINAL, AND WILL NOT BE CHANGED BY SUBSEQUENT APPEAL TO THE YVIAA OR THE WIAA UNLESS IT CAN BE SHOWN THAT SUCH DECISION IS IN VIOLATION OR WIAA OR NATIONAL FEDERATION RULES.

5. Contestants will have one and one-half (1  ) minutes to complete a trail once their name has been called by a judge. As per rule 7-2-7, competitors have 10 minutes for the time they are excused, before they must have themselves available for their next trial.

6. Eight places will be awarded in the district meet; 10-8-6-5-4-3-2-1. Team trophies will be awarded at the conclusion of the meet. First place team awards will be presented in each meet, boys and girls. Medals will be awarded to all first place winners in each event. Ribbons will be awarded to 2nd through 6th places.

7. Teams and/or individuals must report prior to running events to the clerk at the starting line. Quarter-inch pyramid spikes must be worn no the track, if spikes are worn. Pyramid spikes may be purchased at the concession stand for 10 cents a spike.

8. Contestants must war only school-issued jersey shorts. T is restricted to a single color minus any trim or lettering of a second color. No other apparel will be
permitted. As per directive form the WIAA, shorts are to be worn over the body suits if body suits are worn. If any member of a relay team wears a body suit, all member of that relay team shall wear body suits of the same color if worn by more than one. The Games Committee will rule on any questionable items.

9. In the pole vault and high jump, the rotating flight system will be in effect. Starting height for boys pole vault is 10-6”, girls pole vault is 7’6”, boys high jump is 5’8”, and the girls high jump is 4’8”. Shots, javelins, and discus will be weighed and measured at the coaches meeting prior to the meet (which will be in the sheds behind the shotput area). Schools will need to furnish their own equipment. No school or privately owned instruments may be brought on the field. An Accu-Track will be in use during the met and only meet officials may view these results.

10. Coaches should be aware of Rule 5, Section 9, Article 2 on page 33. In relay events, no more than 6 individuals may be listed as entries, and FOUR are eligible for each race starting with the District and ending with the State Finals. This counts as an event for those that run. Relay members will be listed at the coaches meeting on MONDAY. Schools should always list more than 4, because a last-minute injury to one relay member would mean your team could not compete unless listed.

11. John Crawford is in charge of meet personnel and will need the assistance of the schools. Participating schools are expected to furnish personnel to run the events. If any of the schools have people who are willing to help with the events, please contact John at 539-0678 soon. League passes will NOT admit to District Track Meets! Participating schools principals or AD’s may request adult Supervisor and worker gate passes from John, for those staff members who have been assigned to duties at the district meet.

12. SEND ENTRIES TO JOHN CRAWFORD, FAX # 544-0184 (Home)