



Sectional Meet Officials

You, the meet host, will appoint a Meet Director who will then contact each Area/Region Meet Director in your Sectional Meet to determine which coaches will serve on the Games Committee, and Jury of Appeals. Once the Games Committee is in place they will help select the rest of the officials for the Sectional Meet.

Games Committee

The four (4) members of the Games Committee shall be made up of one coach from each Area/Region. Each Area/Region will select a coach to represent the Area/Region on the Games Committee. The responsibilities of the Games Committee for the Sectional Meets are to set the competition/restricted areas, set criteria for relay markings, select meet officials, adjust opening heights of vertical jumps if needed, designate coaching areas, appoint referees for field events and running events, and decide if the Schedule of Events should be altered or the meet suspended in case of hazardous weather conditions.

Meet Director

The Host School shall select the Meet Director. The Meet Director shall serve as the official representative of host meet management and shall supervise the conduct of the meet and perform such duties to guarantee that the competition will run smoothly. This person will, with the assistance of each Area/Region involved (check with each Area Coordinator/Region Secretary), select members of the Games Committee and the Jury of Appeals, and will also serve as a member of the Jury of Appeals. The Meet Director will be responsible for ensuring that the host site is properly set up, safe, and secure; develop and announce severe weather procedures for the facility; compile and send out a list of restaurants and lodging in your area. **The Meet Director must also ensure that appropriate Pass Gate and Coaches/Athlete Entry and Re-entry procedures and locations are established and communicated to Teams with competitors, well in advance of the day of competition.**

Jury of Appeals

The five (5) members of the Jury of Appeals shall be made up of one coach from each Area/Region participating and the Meet Director as well as two (2) available ALTERNATES from different schools, should a member need to be recused from the ruling. Each Area/Region will select a coach to represent that Area/Region on the Jury of Appeals. The responsibilities of the Jury of Appeals are to determine if the rules have been misapplied after a coach files a written protest.



Handbook Meet Officials

*(See National Federation Rule book for the following Official's Responsibilities)
(Have a copy of NFHS Rule Book and Case Book at competition site.)*

Field Event Referee

Running Event Referee

Starter and Back up Starter

FAT Operator and Backup FAT Operator (Finish Judges)

- The FAT and Backup FAT systems must be independent of each other such that if the primary system fails, the backup system is still functional

Clerk of the Course

Field Judges (Two judges for each field event that are not from the same region/area)

**NOTE: "ALL measurements in the Discus Throw are recorded to the nearest lesser inch...."
(NFHS Rule 6-6-11)**

Umpires for Running Events (Relay exchange, curve, hurdles, break line. Two umpires for each area from different regions/areas)

Inspector of Implements

Announcer

School Administrator

Certified Trainer or Medical Staff

Security or Police

Gate Keeper (with appropriate Pass Gate and Coaches/Athlete Entry and Re-entry procedures and locations)

Custodian

Volunteers (Field Event help, hurdle crew, block crew)



Meet Equipment

Field Events:

- Tape Measures for Long Jump, Triple Jump, Shot Put, Discus Throw, High Jump, & Pole Vault
- Cross Bars-High Jump and Pole Vault (Extra Cross Bars as back-up)
- Shot & Discus-Scale (Spray Paint to Mark Implements)
- Pole Vault Release Forms turned into Event Judge, Field Event Referee, or Meet Director
- Proper Discus Cage and Shot Areas
 - Rings for the shot and discus are concrete; therefore, rubber soled shoes must be worn.
 - Each contestant is requested to bring his/her own shot and discus.
 - Any contestant may use any shot or discus after it has been checked for weight and legality at the field.
- Optional Field Event: Ongoing Performance Standards (Boards) for each field event
- Optional Field Event: Wind Gauge for Long Jump / Triple Jump
- Radio communication

Running Events:

- FAT and Backup FAT systems for all races – these systems must be INDEPENDENT of each other such that if the primary system fails, the backup system is still functional
- Starter (Starter's Gun)
- Back-Up Starter (Back-Up Starter's Gun)
- Blanks-Sufficient for number of races in meet
- Relays/Break Line-Flags
- Hip numbers for all races
- 800m/1600m/3200m-Index cards with numbers as back-up plan for order of finish
- Blocks will be provided by host school only
- Hurdles (sufficient for lanes for both 100m/110m and 300m Hurdles)
- Lap Counter-Optional
- Optional Running Event: Wind Gauge for Laned Races up to 200 meters

Financial: Income

- Host school will keep concession revenues.
- Host school will get a percentage of the T-shirt sales revenue. GHSA will provide T-Shirt Vendor contact information.
- Host school will keep gate minus 5% to GHSA.
- Gate Price set at \$5.00 per person.

Financial: Expenses (To be paid by host school out of gate and concessions)

- Starter, back up starter, FAT operator and FAT back up operator, gate keeper, custodian, security, starting blanks, hip numbers and miscellaneous items (paper etc).



Case Book for Advancement Issues

"When there is a tie in any event involving more contestants than the Sectional Meet is entitled to enter the State Meet, the contest must continue or be re-held until the representatives to the State Meet are determined."

Horizontal Field Events: (DT, LJ, SP, TJ) – Top 8 Qualify for the State Final

- **TIES WILL BE BROKEN** by following NFHS Rules 6-3-2 and 7-3a-1,2 (ties are broken by second best, third best, etc. performances).
 - **SITUATION:** Two or more competitors are tied for the Qualifying 8th Place and each of them has only ONE fair measurement resulting in the tie (ie: there are NO second best, third best, etc. performances available for breaking the tie).
 - **TIE-BREAK PROCEDURE:** A "jump/throw-off" should occur **AFTER** the conclusion of the regular competition (rather than interrupt the "normal" progression of the regular competition) and the "jump/throw-off" procedure stipulates that each of the tied-competitors take one attempt at a time until the tie is broken for the Qualifying 8th Place.

Vertical Field Events: (HJ, PV) – Top 8 Qualify for the State Final

- **SITUATION:** Ties for the Qualifying 8th Place: NFHS Rule 7-3b covers the initial tie-breaking procedures for vertical events, but only requires a "jump-off" if the tie involves 1st place and stipulates in Rule 7-3-2b-4b that if "The tie concerns any place other than first, the competitors shall be awarded the same place." Yet, should there be a tie for the Qualifying 8th Place, **THE TIE MUST BE BROKEN** using the following procedure:
 - **TIE-BREAK PROCEDURE:** A "jump-off" should occur **AFTER** the conclusion of the regular competition (rather than interrupt the "normal" progression of the regular competition) and the "jump-off" procedures specified in NFHS Rule 7-3-2b-4a should be applied to those competing to break the tie for the 8th Qualifying Place. When breaking the tie, the athlete that advances does not get credit for the mark achieved in the process of breaking the tie. The tie-break performance is used only to determine advancement and **DOES NOT** affect seeding by performance at the State Final.

Laned Races: (100, 100h, 110h, 200, 300h, 400, 800, 4X100, 4X400)

Top 2 in each heat + next four fastest times Qualify for the State Final.

- **SITUATION:** There may be Ties (identical times to the hundredth) for the Qualifying 8th Place especially from competitors competing in **DIFFERENT** heats. Competitors in the same heat would likely have a difference in place based on the reading of the picture (unless they are judged to have finished in a "dead heat"), and NFHS Rule 3-8-4 explains how to break ties by reading times to the one one-thousandth of a second. Two competitors from **DIFFERENT HEATS** may have identical (to one-thousandth of a second) Qualifying 8th Place times requiring a "run-off" being contested to break the tie.
 - All required "run-offs" for 100, 100h, 110h, 200, 300h, 400, 800, 4x100 should occur between the running of the girls' and boys' 3200m races **AND** the start time of the 4x400 Relays should be delayed by 10 minutes if any contestants in the "run-offs" are also competing in the 4x400 Relay.
 - If a "run-off" is required for the 4x400, it should occur 10 minutes after the conclusion of the last scheduled race of the day.

For REPLACEMENT purposes, CLEAR 9th and 10th Places MUST ALSO be established, and if necessary, the above TIE-BREAK procedures should be followed to determine those places.