



MPSSAA SWIMMING AND DIVING BULLETIN

State Championships - February 21, 2009
 PG Sports and Learning Complex - Landover

I. GENERAL INFORMATION

- A. The Maryland Public Secondary Schools Athletic Association (MPSSAA) is the official governing body for the Swimming Championships. Plans for the tournament will be formulated by the State Swim Committee and approved by the Board of Control.
- B. Schools choosing to enter the tournament have the responsibility for reading and adhering to the rules and regulations stated in the front section of this publication, as well as those appearing within this Swimming and Diving Bulletin.
- C. Eligibility rules for all participants are defined in MPSSAA Bylaw .02 found in the current MPSSAA Handbook.
- D. General regulations for all state tournaments are contained in MPSSAA Bylaw .07, found in both the current Handbook, in the front section of this publication, and in the National Federation of State High School Swimming rules for administration of Championship/Large Meets. (Located on the swimming and diving page of NFHS.org)
- E. National Federation rulebooks are distributed by the MPSSAA office to every member school offering swimming. It is the responsibility of each coach to read and know the rules.
- F. Officials do a disservice to the sport and student athlete competitors when they set aside rules that apply to illegal uniforms or permit unsportsmanlike acts because they do not want to appear "too picky" or feel that "it is not a major meet." When those student athletes participate in a major competition, where the rules are enforced according to the code, they think that the rules are unfair or that they should have been warned, etc., because "no one called me on this all year." All too often, parents, coaches, and the media argue that the rules are unfair and that officials do not consider how devastating it is to a student athlete disqualified in a major meet because of an illegal uniform or meet conduct violation such as arriving late to the starting blocks. Certainly, this should not happen. However, such disqualifications are ultimately the responsibility of the student athlete and coach. Meet officials who tolerate illegal actions during the season must also assume some responsibility.

- G. **Points of Emphasis**
 1. **Jewelry - No jewelry will be allowed during high school swim competition. (NFHS Rule 3, Section 3, Article 5).**
 2. **Unsportsmanlike conduct - including no body writing or temporary tattoos; any offensive permanent tattoos must be covered with tape (NFHS Rule 3, Section 5, Article 1).**
 3. **Shaving - No on-site shaving before, during or after a meet (NFHS Rule 3, Section 5, Article 7).**

2008-2009 SWIMMING TIME LINE		
	REGION MEETS	STATE MEETS
Dec. 5First play date		
Feb 9Deadline for entry into meet	Feb. 14Region Meets	Feb 21.....State Meets
Feb. 11.....Scratch/late entry deadline	Feb 16.....Seeding of state meet	Apr 15Reimbursement request due

4. Excessive celebration - For safety reasons, excessive celebration is prohibited on the pool deck. Example: Throwing a coach in the pool. (NFHS Rule 3, Section 5, Article 1)

- H. Each school entering a meet agrees to abide by decisions made by that meet's swim committee. The referee shall resolve protests at dual, triple dual, or tri meets. Protests at the City, County, Conference, or District championships based upon classification or State Meets shall normally be resolved by the Referee. However, if deemed serious enough by the Referee and/or Meet Manager, an Appeals Committee will be convened promptly, to consist of the Meet Manager, Administrative Referee, and Referee, at the site of the meet, to render a decision. The state rules interpreter will be a member of the appeals committee at the state meet.
- I. The State Swim Committee has approved the use of Hy-Tek Team and Meet Manager during the regular season. This software will be used during the regional and state meets. All jurisdictions must use the Windows version of HY-Tek Team Manager software to submit entries to the Region managers.
- J. There is a four-event limit per competitor with no more than two of which may be individual events as per National Federation Rules.

II. REGION AND STATE MEETS

A. Meet Organization

- 1. Seeding Order.....8 lane pool6 lane pool
From middle lane4-5-3-6-2-7-1-83-4-2-5-1-6

2. Specific information for order of swimming events is listed below. (NFHS Rule 5, Section-1 Article 1)

ORDER OF SWIMMING EVENTS	
BOYS' EVENTS	GIRLS' EVENTS
1	200-yard Medley Relay2
3	200-yard Freestyle4
5	200-yard Individual Medley6
7	50-yard Freestyle8
9	Break/Diving TBD10
11	100-yard Butterfly12
13	100-yard Freestyle14
15	500-yard Freestyle16
17	200-yard Freestyle Relay18
19	100-yard Backstroke20
21	100-yard Breaststroke22
23	400-yard Freestyle Relay24

- 3. Meet Managers will be responsible for organizing the meets, securing officials, arranging for First Aid services, scoring, and reporting to the Executive Director those who qualify for state competition. ALL MEETS shall be organized and structured in a uniform way for seeding, placement in lanes, etc.
 - a. Hand timed (HT) races shall be recorded to one one-hundredth (1/100) of a second. Fully automatic timed races (AT) shall be recorded to one one-hundredth (1/100) of a second.
 - b. All key, paid officials **will be registered with the MPSSAA** and to include the Referee, Administrative Referee, Starters (2), Stroke/Takeoff/Turn Judges (8-12), Chief (Finish) Judges (2) and Diving Judges (5 when appropriate). It is preferred that these officials have no one entered in the meet. Other deck personnel will include Timing Equipment/Software/Recorder/Scorer Personnel (3), Clerks of Course (1-2), Marshall (1-2), Awards Coordinator (2), Announcer (optional), Head Timer, Assistant Head Timer and Timers **(three per lane, two timers and one recorder, and eight alternates)**. All teams will be expected to provide the names of three timers for regional meets and two timers for state meets who will stay for the duration of the meet if selected.



4. The Coaches meeting will begin one hour before the start of their appropriate meet, unless otherwise noted.
 - a. A printed meet schedule shall be handed out at the coaches' meeting and followed as closely as possible. Any necessary schedule adjustments will be made at this time. Whether present or not, each coach is responsible for all changes made at the meeting.
 - b. Each coach will verify his school's entries for all events to the appropriate Meet Manager.
 - c. Entry in a relay becomes official when the team declares its four swimmers at the coaches meeting prior to the meet. The lead swimmer and three others (in no order) will be designated for each freestyle relay. All swimmers, by stroke, will be designated for the medley relays. A form will be provided. Any changes to relays after the coaches meeting must be put in writing listing the event, swimmer(s) added, and swimmer(s) replaced. It should be given to and approved by the Admin Referee (Swimmers must be one of the eight already declared in the Team Manager entry file.)
 - d. There will also be the opportunity for deck scratches, before or immediately after the coaches' meeting, using the form provided. A scratch at any time, (1) by noon, Feb. 11, and the (2) start of the meet, or (3) during the meet, including missing (failing to swim in) a scheduled event; disqualifies that swimmer or the designated lead swimmer of the relay team from the rest of their scheduled meet events.
 - e. Declared False Starts (DFS) can be stated at the coaches' meeting to all in attendance, including the REFEREE. A DFS made during the meet must be given to the Referee, who will let the field know before the start of the appropriate event and heat. A DFS will count as an event for that swimmer.
5. There will be a break of at least 15 minutes, including at least 10 minutes warm-up in the water just before the 100-yard butterfly. If there is no warm-up / warm down pool, there will be a five-minute break following the 500 free to allow relay swimmers to get wet.
6. Event results will be posted as they become available. Meet Managers will see that final meet results are sent to the MPSSAA, each jurisdiction and others when appropriate.

B. Playing Rules

1. All rules not modified here shall be in accordance with the current National Federation rules.
2. **Eligible individuals may participate in a region meet provided they have a minimum of three weeks of supervised training and have participated in at least two MPSSAA-sanctioned meets.**
3. There is a 9-minute cutoff time for boys entries and 9-minute, 30-second cutoff for girls entries in the 500 freestyle events.
4. **Competitors must compete in team uniforms. A TEAM UNIFORM IS DEFINED as one matching suit established by December 15 that will be used the entire season as defined on page 22 of the MPSSAA Handbook. Team caps will be matching. Suits for males may only cover from the waist to the knees. Suits for females must be sleeveless and may only cover to the knees.**
5. Headwear other than a swim cap is prohibited. Any hair-restraining device shall be functional when worn during an event. The penalty is disqualification from the event (National Federation Rule 3, Section 3, Article 4).
6. Contestants are to report on the first call to the staging area.
7. Video tape and other image producing devices will not be accepted as a basis for an appeal.
8. Awards shall be given for places first through six, and team points will be scored to 16th place.

CLASS 4A/3A SWIMMING ALIGNMENT

NORTH

Aberdeen - Hfd
 Bel Air - Hfd
 C.M. Wright - Hfd
 Arundel - AA
 Broadneck - AA
 Chesapeake - AA
 Glen Burnie - AA
 Meade - AA
 North County - AA
 Old Mill - AA
 Severna Park - AA
 South River - AA

CENTRAL

Patterson - Balt
 Western - Balt
 Linganore - Fre
 Thomas Johnson - Fre
 Urbana - Fre
 Bladensburg - PG
 Bowie - PG
 DuVal - PG
 Eleanor Roosevelt - PG
 High Point - PG
 Laurel - PG
 Northwestern - PG
 Parkdale - PG

SOUTH

Huntingtown - Cal
 Thomas Stone - Cha
 Westlake - Cha
 Crossland - PG
 Friendly - PG
 Flowers - PG
 Largo - PG
 Oxon Hill - PG
 Suitland - PG
 Wise - PG
 Chopticon - StM
 Great Mills - StM
 Leonardtown - StM

CLASS 3A/2A/1A SWIMMING ALIGNMENT

NORTH

Carver Vo-Tech- Balt
 City - Balt
 Digital Harbor - Balt
 Dunbar - Balt
 Forest Park - Balt
 Mergenthaler - Balt
 Northwestern - Balt
 Polytechnic - Balt
 Edgewood - Hfd
 Fallston - Hfd
 Harford Tech - Hfd
 Havre de Grace - Hfd
 Joppatowne - Hfd
 North Harford - Hfd
 Patterson Mill - Hfd

CENTRAL

Annapolis - AA
 Northeast - AA
 Southern - AA
 Brunswick - Fre
 Catoctin - Fre
 Frederick - Fre
 Middletown - Fre
 Tuscarora - Fre
 Walkersville - Fre
 Central - PG
 Douglass - PG
 Fairmont Heights - PG
 Forestville - PG
 Gwynn Park - PG
 Surrattsville - PG

SOUTH

Calvert - Cal
 Northern - Cal
 Patuxent - Cal
 La Plata - Cal
 Lackey - Cha
 McDonough - Cha
 North Point - Cha
 Cambridge/SD - Dor
 Easton - Tal
 Kent County - K
 Kent Island - QA
 Queen Anne's - QA
 Stephen Decatur - Wor

C. General Policies

1. Each school shall supply its own lap counters and operators for the 500 freestyle events. All teams must bring stop watches for their timers.
2. Only designated officials and participants shall be permitted on deck. Coaches, team managers, and members of their teams shall remain in their designated areas, from which point the coach can dispatch contestants to the proper location for participation.
3. Audible radios, tape players and similar audio devices are barred from use at pools during meets. The rule applies to spectators as well as participants. Any other devices emitting excessive noise will also be silenced.

III. REGION MEETS

A. Meet Organization

1. Any swim team that makes formal application (submits Team Manager entry files) by the established deadline (Feb. 9, 2009, 6 p.m.) will be entered in the meet. Files must be emailed to the appropriate region meet managers. With prior arrangement, a disk may be hand-delivered by the deadline. If a situation exists where electronic entry is not possible, with prior approval from the

meet manager and school principal, a hard-copy entry method may be used. The Hy-tek entry report with times must be signed by coach, athletic director and principal, and faxed to the meet director Feb. 9 by 6 p.m.

2. **Late entries, in the correct format, will be accepted up to 48 hours after the deadline, (Late entry deadline: Feb. 11, 2009 at 6 p.m.)** A late entry fee of \$100 must accompany the entries. NO entries will be accepted without this fee or in an incorrect format.
3. Team Manager files received after the late meet entry deadline (Feb. 11, 2009 at 6 p.m.) will not be accepted. The burden of proof is on the school.
4. The Region Meet Managers are responsible for contacting those schools whose Team Manager files are incomplete or were not received by the deadline.
5. Coaches are responsible for verifying their entries before the file is submitted.
6. Coaches are responsible for emailing or faxing to the Region Meet Manager, a team administrative roster of coaches, manager names and **three** adult timers. This form must be submitted with the Hy-tek entry by the entry deadline date (Feb. 9, 2009).
7. This will be a timed finals meet.
8. Entry Guidelines

No more than two competitors from a given school shall be allowed to enter in any individual event with documented times from a regularly scheduled swim meet in 2008-2009 (i.e., based upon a minimum of two watch times averaged, or electronic timing). Each team will also submit their one automatic relay entry with up to eight swimmers per relay event and the documented seed time. (See II A 4 c on entry in relays.) "No time" entries will not be accepted.

9. Directions for entry.
 - a. **Go to the MPSSAA Swimming page and click on the link "MPSSAA Swimming Championships Entry Page."**
 - b. Download the Team Manager backup database to be used in your region.
 - c. Restore this database from your Team Manager software. Coaches can use Team Manager or TM Lite.
 - d. Create a team roster file in this database. This file must include the following information:
 - * Swimmer's last name, first name, middle initial
 - * Birthdate
 - * Gender
 - * Three-letter MPSSAA team code only; **No LSC Code (MPSSAA Handbook pages 66-67).**
 - * Current school year (Example: Fr/So/Jr/Sr)
 - e. Create an entry file. Entry limitations (See II B 2) will be enforced.
 - f. Print out a meet entry report **from Hy-Tek**, which includes proof of times. This report shall be signed by the school's Principal, Athletic Director and Swim Coach, **and faxed to the meet manager. A back up copy brought to the meet is strongly encouraged.**
 - g. Export the roster file (An example of the team roster file name being exported and emailed is: LAC - Roster 001.) and the entry file (An example of the meet entry file being exported and emailed is: LAC-Entries 001.) from Team Manager.

- h. E-mail these two files to the Region Meet Manager / Hy-Tek Operator in your region.
**More specific instructions are available on the Entry Page.
- i. A return e-mail will be sent from the Region Meet Manager to confirm receipt of the files. (This email does not confirm the validity of the entries, only the receipt of the files.)

10. Exhibition Diving

- a. Refer to National Federation Rule 9, pages 56-70.
- b. Diving shall be administered by a diving referee. There will be five dive judges. An announcer shall announce the dives, competitors, describe the dives, and the awards given by each judge. (National Federal Rule 9 Section 6, Articles 1-4)
- c. Official entry card/score sheet (**MPSSAA.ORG Swimming Page**) with divers first and last name, and school will be sent to the appropriate Meet Managers through the jurisdictional representative at the same time the swim entries are submitted.
- d. Exhibition divers will be limited to two boys and two girls per school
- e. Exhibition diving shall include five voluntary dives per diver (National Federation Rule 9, Section 4, Article 1, will be implemented when diving is fully integrated.)
- f. Meet Managers will decide whether or not all exhibition divers will compete together or by classification.

11. Scratches are due by noon Feb. 11, 2009. Events will be reseeded for scratches received by this date.

12. After the scratch deadline (Feb. 11, 2009), no events will be reseeded. Deck scratches will be permitted, the morning of the meet. In addition, after that deadline, all entries in individual events count as an event that the student athlete has participated in.

13. There will be a meeting prior to the region meet for Region Meet Managers/Hy-Tek Operators who are unfamiliar with or who have not worked with the computer software.

14. The District Representative/Meet Manager will bring ALL championship meet paperwork and a Meet Manager backup file to the State Seeding Meeting.

B. General Policies

- 1. Awards: Plaques will be given to the winning boys and girls team in each classification. Ribbons will be awarded to the top six finishers in each event. Ribbons will also be awarded to the top boy and girl exhibition diver in each region meet where it is held.
- 2. Individuals 7 years of age and older will be charged an admission of \$5.

IV. STATE MEETS

A. Meet Organization

- 1. **Coaches are responsible for emailing or faxing to the State Meet Manager, a team administrative roster with names of coaches, managers and two adult timers by noon on Feb. 18, 2009.**
- 2. Meet software (backups) and all meet paperwork must be delivered by the Meet Manager of each Regional meet to the state seeding meeting.
- 3. The state meet will be seeded from region results, based on time.

4. In addition to the top four individuals and top four relay teams advancing from their region to the state meet, the individual competitors or relay teams who, in their region meet final, are among the top 12 statewide times will qualify for the state meet. (Excluding automatic qualifiers). In the event a tie for 24th, **both individuals will be included.**
5. If a tie exists for fourth place in a region, both individuals or relay teams will qualify for states and an at-large position will be lost in that event.
6. The 2009 championships will be held February 21 at the Prince George's Sports & Learning Complex, Landover. **Directions:** From I-95/I-495 (Capital Beltway): take Exit 17B West. Turn left at first light onto Brightseat Road. Be sure to view the Fan Focus on mpssaa.org for the latest details.
 - a. Competition for the 4A/3A meet will take place Saturday, Feb. 21 at 9 a.m.
 - b. Competition for the 3A/2A/1A meet will take place Saturday, Feb. 21 at 3 p.m.

B. General Policies

1. Awards: Plaques will be given to the top boys and girls team in each classification. Medals will be awarded to the top three finishers and ribbons will be awarded to the fourth through sixth place finishers in each individual and relay event.
2. Individuals 7 years of age and older will be charged an admission of \$8.

TENTATIVE REGION MEET SCHEDULE

REGION MEET	DATE	ENTRY DEADLINE	SITE	TIME	MEET MANAGER	FAX
4A-3A North	Feb. 14	Feb. 9	Arundel Swim Center	9:00 a.m.	Tiffany Diepole	410-939-6667
4A-3A Central	Feb. 14	Feb. 9	Fairland Aquatic Center	9:00 a.m.	John Venit	301-725-7711
4A-3A South	Feb. 14	Feb. 9	P.G. Sports Complex	9:00 a.m.	Megan Shelton	301-475-0204
3A-2A-1A North	Feb. 14	Feb. 9	Arundel Swim Center	4:00 p.m.	Merideth Garback	410-939-6667
3A-2A-1A Central	Feb. 14	Feb. 9	Fairland Aquatic Center	4:00 p.m.	John Venit	301-725-7711
3A-2A-1A South	Feb. 14	Feb. 9	P.G. Sports Complex	4:00 p.m.	Megan Shelton	301-475-0204

TENTATIVE STATE MEET SCHEDULE

MEET	DATE	SITE	TIME	MEET MANAGER	FAX
4A-3A	Feb. 21	PG Sports and Learning Complex	9:00 a.m.	Doug Sutherland	301-345-1728
3A-2A-1A	Feb. 21	PG Sports and Learning Complex	3:00 p.m.	Chris Bley	410-612-1598

2008-2009 STATE SWIMMING TOURNAMENT COMMITTEE

		Office	Home
DIRECTOR	Earl Hawkins	Prince George's County 301-808-8273	301-952-1849
District 1	Stacy MacMillan	Middletown 240-236-7541	301-824-6012
District 2	Gabriele von Nordheim	Montgomery County 301-279-3144	301-279-3104
District 3	Doug Sutherland	Prince George's County 301-345-6119	301-345-6119
District 4	Megan Shelton	Leonardtown 301-475-0200	301-481-6321
	Rob Chamberlain	Lackey 301-753-1753x153701	301-743-2282
	Melody Stahl	McDonough 301-934-2944x155007	301-848-8065
District 5	Ellen Hays	Old Mill 410-222-3815	410-544-1320
District 7	Chris Bley	Joppatowne 410-612-1525x382	901-752-1538
District 8	Andy Burke	Easton 410-822-4180	410-673-7020
District 9	Gloria Greene	City College 410-545-6739	410-944-6543
		RULES INTERPRETER	
	David Stark	443-372-1325	410-836-5064