



MPSSAA SWIMMING AND DIVING BULLETIN

State Championships - February 21-22, 2020

University of Maryland - College Park

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 Swimming 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. Unless specifically stated, all rules and regulations stipulated in the NFHS Swimming and Diving Rule Book will be followed.
- 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. The wearing of make-up, jewelry, or tattoos by a participant that is distracting or draws undue attention is prohibited and deemed to be unsportsmanlike conduct.
 - 2. Shaving - No on-site shaving before, during, or after a meet (NFHS Rule 3).
 - 3. Excessive celebration - For safety reasons, excessive celebration is prohibited on the pool deck. Example: Throwing a coach in the pool (NFHS Rule 3).
 - 4. A Designated False Start (DFS) counts as an event. A scratch removes the swimmer from the entire meet.

2019-2020 SWIMMING & DIVING TIME LINE		
	REGION MEETS	STATE MEETS
Dec. 5First play date		
Feb. 10Deadline for entry into region meets	Feb. 13-15Region Meets	Feb. 21-22State Meets
Feb. 11Scratch/late entry deadline for regions	Feb. 18Seeding of State Meets	Apr. 15.....Reimbursement request due

- 5. Video and other image-producing devices will not be accepted as a basis for an appeal.
- 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 Swimming 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)

ORDER OF SWIMMING & DIVING EVENTS		
BOYS EVENTS		GIRLS EVENTS
1	200-yard Medley Relay	2
3	200-yard Freestyle	4
5	200-yard Individual Medley	6
7	50-yard Freestyle	8
9	Break/Diving TBD	10
11	100-yard Butterfly	12
13	100-yard Freestyle	14
15	500-yard Freestyle	16
17	200-yard Freestyle Relay	18
19	100-yard Backstroke	20
21	100-yard Breaststroke	22
23	400-yard Freestyle Relay	24

- 3. Meet Directors 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. It is preferred that these officials have no conflict of interest with any participants in the meet. All teams will be expected to provide the names of three adult timers for region meets and two adult timers for state meets who will stay for the duration of the meet if selected.
- 4. A coaches' meeting will be held prior to 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. 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.**)
 - c. 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, 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. Teams at the coaches' meeting may scratch relays without penalty prior to the conclusion of the meeting.
 - d. 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. **Region Meet Directors shall email final meet results to State Meet Entry Coordinator Michael Kokoski (mpssaaswimdive@gmail.com) immediately following the completion of their meet(s) for posting on MPSSAA.org and County Sports Zone.**

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 8-minute cut-off time for boys entries and 8-minute, 30-second cut-off for girls entries in the 500 freestyle events.
4. Competitors must compete in school approved team uniforms. Suits and caps must meet NFHS guidelines. Team caps must be identical. Failure to comply shall result in a warning for the first offense and an event disqualification for any subsequent offense.
5. Contestants are to report on the first call to the staging area.
6. Team points will be scored to 16th place according to NFHS Championship Meet Scoring Rules.

C. General Policies

1. Each school shall supply its own lap counters and operators for the 500 freestyle events **if requested by the Meet Director**. All teams must bring stop watches for their timers.
2. Only designated officials and participants shall be permitted on deck. Coaches 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. Electronic audio devices are barred from use at pools during meets, especially around the starting blocks. The rule applies to spectators as well as participants. Any other devices emitting excessive noise will also be silenced.
4. Photography is PROHIBITED from behind the starting blocks (this includes cell phones).

III. REGION MEETS

A. Meet Organization

1. Any swim team that makes formal application (submits Team Manager entry files) by the established deadline (6 PM on February 10th) will be entered in the meet. Files must be emailed to the appropriate region meet managers. The Hy-tek entry report with times must be signed by coach, athletic director and principal, and faxed to the meet director by 6 PM on February 10th.
2. Late entries, in the correct format, will be accepted up to 24 hours after the deadline, (Late entry deadline: 6 PM on February 11th). 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 (6 PM on February 11th) will not be accepted. The burden of proof is on the school.
4. The Region Meet Directors 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 Director, 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 (6 PM on February 10th).
7. This will be a timed finals meet.
8. Entry Guidelines
 - a. 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 2019-2020 (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. for entry in relays.) "No time" entries will not be accepted.
 - b. **Competitors that are entered into, compete in, and qualify from their region meet are expected to participate in their State Championship Meet or be subject to “misconduct detrimental to the tournament” and its’ penalties as found in the MPSSAA Handbook.**
9. The Meet Director or Meet Administrator has the right to challenge any entry that is not consistent with a verifiable performance throughout the current Swimming Season. The Meet Director or Meet Administrator will notify the coach of the concern.
10. Directions for Entry
 - a. Go to the MPSSAA Swimming page and click on the link “MPSSAA Swimming Championships Entry Page.”
 - b. If Team Manager is not used during the regular season, download TM Lite and the Team Manager startup database for your region.
 - c. Create a team roster file in this database. This file must include the following information:
 - * Swimmer's last name, first name, middle initial (**Do NOT include date of birth.**)
 - * Gender.
 - * Three-letter MPSSAA team code only; **No LSC Code (MPSSAA Handbook pages 48-49).**
 - * Current school year (Example: Fr/So/Jr/Sr).
 - d. Create an entry file. Entry limitations (See II. B. 2.) will be enforced.

- e. 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 e-mailed is: LAC-Entries 001.) from Team Manager.
- 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 sent to the meet manager. A back up copy brought to the meet is strongly encouraged.
- g. Export a meet attendance report from Hy-Tek. This report is found under Reports > Meet Reports > Number of Meets Attended. Set the date filter for the current season.
- h. E-mail these four files (team roster file (zip), entry file (zip), meet entry report (pdf), meet attendance report (pdf)) 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.).

11. Diving

- a. State and Region competition will consist of 11 dives per National Federation Rule 9.
- b. Diving shall be administered by a diving referee. There will be five, seven, or nine dive judges. An announcer shall announce the dives, competitors, describe the dives, and the awards given by each judge (NFHS Rule 9).
- c. Official entry card/score sheet 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. Divers will be limited to two boys and two girls per school.
- e. The top four scores in each region will advance to the State Finals.
- f. If a region does not fill the top four spots or state qualifier must withdraw, the next highest non-qualifier (from any region) shall be invited to the State Meet in order to guarantee a full complement of finalists.

12. Scratches are due by 6 PM February 11th. Events will be reseeded for scratches received by this date.

13. After the scratch deadline (February 11th), no events will be reseeded. Deck scratches will be permitted before the start of the meet. A scratch means the swimmer from the entire meet. Teams at the coaches' meeting may scratch relays without penalty prior to the conclusion of the meeting.

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

15. Each District Representative/Meet Director shall email their region Meet Manager backup files to State Meet Entry Coordinator Michael Kokoski (mpssaaswimdive@gmail.com) immediately following the completion of their meet(s) for the seeding of the State Meets.

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 eight finishers in each event. Ribbons will also be awarded to the top boy and girl diver in each region meet where it is held.
- 2. Individuals 7 years of age and older will be charged an admission of \$6.

IV. STATE MEETS

A. Meet Organization

1. The State meet will be seeded from region results, based on time.
2. **Swimming Championships:**
 - a. In addition to the top three individuals and top three 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.
 - b. If a tie exists for third place in a region, both individuals or relay teams will qualify for states and an at-large position will be lost in that event.
 - c. For individual events, the next two highest non-qualifiers (alternates) shall be invited to the state meet in order to guarantee a full complement of finalists. **If both alternates have the same time, then their position as first or second alternate will be assigned randomly.** An alternate may elect to not swim if doing so would create a situation in which they would exceed the allowable number of swims. Heats will not be reseeded.
3. **Diving Championships:** The top four male and female individual divers advancing from their region will compete at the state meet. If needed the next highest nonqualifier will advance in order to guarantee a full complement of finalists.
4. The 2020 Championships will be held February 21-22 at the University of Maryland, College Park Epley Recreation Center. Be sure to view the "Fan Focus" on MPSSAA.org for the latest details.
 - a. Competition for diving will take place Friday, February 21st beginning at 5:00 PM.
 - b. Competition for the 4A/3A meet will take place Saturday, February 22nd at 9:30 AM.
 - c. Competition for the 3A/2A/1A meet will take place Saturday, February 22nd at 4:00 PM.

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 eighth place finishers in each individual and relay event.
2. Individuals 7 years of age and older will be charged an admission of \$10.

PROJECTED MPSSAA SWIMMING & DIVING CHAMPIONSHIP DATES		
2021 - February 19/20	2022 - February 25/26	2023 - February 24/25

REGION DIVING MEET SCHEDULE (Girls Dive First in 2020)

4A-3A West Kennedy Shriver Aquatics Center February 13 (3:00 p.m.)	4A-3A North (inc. Frederick Co.) Kennedy Shriver Aquatics Center February 14 (3:00 p.m.)	3A-2A-1A West Kennedy Shriver Aquatics Center February 14 (3:00 p.m.)
Entry DeadlineFeb. 11 Meet Dir.Michael Good Phone301-471-2571	Entry DeadlineFeb. 11 Meet Dir.Michael Good Phone301-471-2571	Entry DeadlineFeb. 11 Meet Dir.Michael Good Phone301-471-2571

Diving warm-up times shall begin one hour prior to the start of each region meet.

REGION SWIMMING MEET SCHEDULE

4A-3A West Martin Luther King Swim Center February 15 (8:00 a.m.)	4A-3A North P.G. Sports Complex February 15 (9:00 a.m.)	4A-3A South Fairland Aquatic Center February 15 (9:00 a.m.)	4A-3A East Arundel Swim Center February 15 (9:00 a.m.)
Entry DeadlineFeb. 11 Meet Dir.Jason Blanken Phone240-286-4699	Entry DeadlineFeb. 11 Meet Dir.Don Layton Phone301-751-9114	Entry DeadlineFeb. 11 Meet Dir.John Venit Phone301-725-7711	Entry DeadlineFeb. 11 Meet Dir.Kenny Miller Phone410-437-6400
3A-2A-1A West Fairland Aquatic Center February 15 (3:00 p.m.)	3A-2A-1A North Magnolia Middle School February 15 (10:00 a.m.)	3A-2A-1A South P.G. Sports Complex February 15 (3:00 p.m.)	3A-2A-1A East Arundel Swim Center February 15 (3:00 p.m.)
Entry DeadlineFeb. 11 Meet Dir.John Venit Phone301-725-7711	Entry DeadlineFeb. 11 Meet Dir.Chris Bley Phone301-752-1538	Entry DeadlineFeb. 11 Meet Dir.Don Layton Phone301-751-9114	Entry DeadlineFeb. 11 Meet Dir.Kenny Miller Phone410-437-6400

Pool warm-up times shall begin one hour prior to the start of each region meet.

STATE MEET SCHEDULE

Diving Championship (All classes) University of Maryland - Eppley Recreation Center February 21 (5:00 p.m.)	4A-3A Swimming Championship University of Maryland - Eppley Recreation Center February 22 (9:30 a.m.)	3A-2A-1A Swimming Championship University of Maryland - Eppley Recreation Center February 22 (4:00 p.m.)
Meet DirectorMichael Good Phone301-471-2571	Meet DirectorChris Bley Phone301-752-1538	Meet DirectorChris Bley Phone301-752-1538

Pool warm-up times shall begin one hour prior to the start of each State meet.

Email addresses for all site directors can be found on the Swimming page of mpssaa.org.

2019-20 ALIGNMENT FOR SWIMMING & DIVING

CLASS 4A-3A-WEST		CLASS 4A-3A-NORTH		CLASS 4A-3A-SOUTH		CLASS 4A-3A-EAST	
1. Bethesda-Chevy Chase	Mtg	1. Huntingtown	Cal	1. Frederick	Fre	1. Annapolis	AA
2. Winston Churchill	Mtg	2. Northern	Cal	2. Gov. Thomas Johnson	Fre	2. Arundel	AA
3. Clarksburg	Mtg	3. North Point	Cha	3. Tuscarora	Fre	3. Broadneck	AA
4. Albert Einstein	Mtg	4. Montgomery Blair	Mtg	4. Urbana	Fre	4. Glen Burnie	AA
5. Gaithersburg	Mtg	5. James Hubert Blake	Mtg	5. Bladensburg	PG	5. Meade	AA
6. Walter Johnson	Mtg	6. John F. Kennedy	Mtg	6. Bowie	PG	6. North County	AA
7. Richard Montgomery	Mtg	7. Col. Zadok Magruder	Mtg	7. DuVal	PG	7. Old Mill	AA
8. Northwest	Mtg	8. Paint Branch	Mtg	8. Charles H. Flowers	PG	8. Severna Park	AA
9. Northwood	Mtg	9. Sherwood	Mtg	9. High Point	PG	9. South River	AA
10. Quince Orchard	Mtg	10. Springbrook	Mtg	10. Laurel	PG	10. Baltimore Polytechnic	Balt
11. Watkins Mill	Mtg	11. Wheaton	Mtg	11. Northwestern	PG	11. Mergenthaler Vo-Tech	Balt
12. Walt Whitman	Mtg	12. Chopticon	StM	12. Oxon Hill	PG	12. Western	Balt
13. Thomas S. Wootton	Mtg	13. Great Mills	StM	13. Parkdale	PG	13. Aberdeen	Hfd
		14. Leonardtown	StM	14. Eleanor Roosevelt	PG	14. Bel Air	Hfd
				15. Suitland	PG		
				16. Dr. Henry A. Wise, Jr.	PG		

CLASS 3A-2A-1A-WEST		CLASS 3A-2A-1A-NORTH		CLASS 3A-2A-1A-SOUTH		CLASS 3A-2A-1A-EAST	
1. Brunswick	Fre	1. Baltimore City College	Balt	1. Calvert	Cal	1. Chesapeake	AA
2. Catoclin	Fre	2. Carver Vo-Tech	Balt	2. Patuxent	Cal	2. Northeast	AA
3. Linganore	Fre	3. Paul Laurence Dunbar	Balt	3. La Plata	Cha	3. Southern	AA
4. Middletown	Fre	4. Forest Park	Balt	4. Henry E. Lackey	Cha	4. Digital Harbor	Balt
5. Oakdale	Fre	5. Natl. Academy Found.	Balt	5. Maurice J. McDonough	Cha	5. Frederick Douglass	Balt
6. Walkersville	Fre	6. Patterson	Balt	6. St. Charles	Cha	6. Edmondson/Westside	Balt
7. Damascus	Mtg	7. Elkton	Cec	7. Thomas Stone	Cha	7. Cambridge-SD	Dor
8. Poolesville	Mtg	8. Edgewood	Hfd	8. Westlake	Cha	8. Kent County	K
9. Rockville	Mtg	9. Fallston	Hfd	9. CMIT South	PG	9. Kent Island	QA
10. Seneca Valley	Mtg	10. Harford Technical	Hfd	10. Crossland	PG	10. Queen Anne's	QA
11. Central	PG	11. Havre de Grace	Hfd	11. Frederick Douglass	PG	11. Easton	Tal
12. CMIT North	PG	12. Joppatowne	Hfd	12. Friendly	PG	12. Stephen Decatur	Wor
13. Fairmont Heights	PG	13. North Harford	Hfd	13. Gwynn Park	PG	13. Pocomoke	Wor
14. Intl. HS at Langley Park	PG	14. Patterson Mill	Hfd	14. Potomac	PG		
15. Largo	PG	15. C. Milton Wright	Hfd	15. Surrattsville	PG		

2019-2020 STATE SWIMMING & DIVING COMMITTEE

	Office	Other
DIRECTOR	Kevin KendroFrederick County	301-696-6845301-514-8549
District 1	Sara FranciscovichGreen Valley ES (Walkersville).....	240-236-3400240-405-6384
	Matt GinalickTuscarora	240-367-7159
District 2	Jason BlankenBethesda-Chevy Chase	240-497-6300240-286-4699
District 3	John VenitLaurel	301-725-7711301-254-7946
District 4	Troy KrollGreat Mills	301-863-4001724-814-2684
District 5	Ellen HaysOld Mill	410-222-3815443-848-2780
District 7	Chris Bley.....Magnolia MS (Joppatowne).....	410-612-1525 x116301-752-1538
District 8	Andy Burke.....Easton	410-822-4180410-310-1425
District 9	Cynthia Tucker-Tyson..Carver Vo-Tech	443-642-6216443-744-1750

STATE MEET ENTRY COORDINATOR

Michael KokoskiFrederick County.....443-637-2587

RULES INTERPRETER

David Stark.....443-752-4194410-836-5064

Email addresses for committee members can be found on the Swimming page of mpssaa.org.