



# BIG 9 TRACK & FIELD STANDARD OPERATING PROCEDURES

(Approved 5/2016) (Revised 2/2018)



## 1. LEAGUE SCHEDULE

- A. The league schedule shall consist of three league meets.
  - 1. The meets will rotate from site to site on a regular basis based on the availability of a league timing system. West Valley will time league meets that are held at West Valley, Davis and Sunnyside. Eisenhower will time their league home meets and Wenatchee will time league meets for Wenatchee, Eastmont and Moses Lake.
  - 2. The league assignor will do their best to rotate the league meets in order of occurrence with weather and the availability of timing systems also being taken into consideration when building the schedule. When possible, the scheduler will rotate the last league meet of the current season to the date of the first league meet in the subsequent season; the remaining meets of the current season will rotate accordingly.
  - 3. The grouping for each league meet date will consist of one group of three teams and one group of four teams. All team scores will be calculated with the first meeting of two schools counting as their league meet.
- B. The groupings of schools will be put together based on who has a timing system, what school has a bye in terms of hosting a league meet and travel considerations.
- C. All league meets are to be held on Thursday. Availability of timing systems may require re-scheduling a meet to a Wednesday.
- 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 verify entries, discuss location of facilities, open pits, and other special procedural instructions. Each host school will notify participating schools who the meet referee is prior to the meet taking place.
- B. **ENTRIES:** Each school is allowed five entrants in each running event and five entrants in each field event. All changes in entries must be submitted to the meet manager 30 minutes prior to the meet rosters must be submitted to the league statistician by 8:00 pm the day prior to the meet. (5-05) (Rosters with names and grades) (5-04).

- C. **HEATS:** With a maximum of five entries per school, heat 1 will consist of seven runners, with eight in heat 2. Heat 2 is the fastest heat. Additional entries allowed per meet: 2 per event in a 4-way meet, 3 per event in a 3 way meet, and unlimited in a dual meet. 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:** Will be determined by rankings in athletic.net
- E. **SCHEDULED START TIMES AND ORDER OF EVENTS:** Scheduled start times for track meets will be established by host school.

#### **FIELD EVENTS**

Boys Javelin followed by Girls  
 Girls Discus followed by Boys  
 Boys Shot followed by Girls  
 Boys Long Jump followed by Boys TJ  
 Girls Long Jump followed by Girls TJ  
 Girls High Jump followed by Boys HJ  
**Pole Vault: Standard (boys followed by Girls), Blended, Coaches Discretion**

#### **RUNNING EVENTS**

110 Meter High Hurdles - Boys  
 100 Meter High Hurdles – Girls  
 100 Meter Dash – Boys  
 100 Meter Dash – Girls  
 1600 Meter Run – Boys  
 1600 Meter Run – Girls  
 4x 100 Meter Relay – Boys  
 4x 100 Meter Relay – Girls  
 400 Meter Dash – Boys  
 400 Meter Dash – Girls  
 300 Meter Hurdles- Boys  
 300 Meter Hurdles – Girls  
 800 Meter Run – Boys  
 800 Meter Run – Girls  
 200 Meter Dash – Boys  
 200 Meter Dash – Girls  
 3200 Meter Run – Boys  
 3200 Meter Run – Girls  
 4x 200 Meter Relay –Girls  
 4x 400 Meter Relay – Boys  
 4x 400 Meter Relay - Girls

- F. **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 can 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 teams 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 stop board 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 9'0" and increase in 6" increments to 13', then increase in 3" increments for each subsequent height.  
GIRLS starting height shall begin at 7'0" and increase in 6" increments to 10', then increase in 3" increments for each subsequent height. (5/00)  
When one vault pit is use, a blending of girls/boys vaulting order will take place with the respective starting heights remaining the same.  
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. **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)
    - b. BOYS starting height is 5'4" and increases in 2" increments to 6' then increases in 1" increments for each subsequent height. (6/96)
  3. **SHOT PUT:** Shots for girls competition are to be stamped with "4kg" or some other identifying mark to indicate its official weight. (5/00)
  4. **OPEN PITS:** Field event schedules shall provide sixty-minute competition periods for those sites with double pits. Schools with single pits will provide ninety-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) from the event judge and make them available to the announcer. The announcer will announce opening and closing times.

H. **RULES:**

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

**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 Games Committee responsibilities are outlined in the National Federation Rules for Track and Field.

**SPORTSMANSHIP:** Any misconduct related to sportsmanship 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 misconduct regarding sportsmanship has occurred. If the misconduct is deemed a violation, 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 misconduct, with reference to sportsmanship, 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.

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 9 League Track Coordinator. (5/00)

**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 9 regular season meets (3) have a Fully Automatic Timing (FAT) system in place. Current schools that have FAT systems: Eisenhower. 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**

**Qualifying Times and Marks:** All marks on athletic.net may be used for seeding purposes with the exception of marks that are converted from hand timing.

**ENTRIES:** The District track and field meet will consist of 2 flights/heats with the maximum number of competitors for all events to be determined by the number of lanes on the track. Flight one is the slow heat. Flight 2 is the fast heat. The maximum number of attempts will be 3/3 in long jump/triple jump/shot/discus/javelin. 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 Games 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. If there are ties in times or distances for kids getting into the district meet, all of the athletes that are involved in the tie will be entered into the meet. If there is a tie that determines lane/heat assignment, how the athletes did in their head to head match-up in league will be used to break the tie.

**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-10. 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) The district meet should only be held at schools that have at least a 9-lane track. (5-04)

**GAMES COMMITTEE:** The Games Committee shall consist of at least three members, all of which need to be certified track officials. The Games Committee responsibilities are outlined in the National Federation Rules for Track and Field. In addition, the meet referee will be a certified official.

**Rotation for BIG 9 District Meet: (4 team rotation)**

2016: Eastmont - Thursday & Eisenhower – Saturday

2017: Eastmont – Thursday & Davis – Saturday

2018: Eastmont – Thursday & West Valley - Saturday

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 9'0". Increase in 6" increments to 13', then 3" increments for each subsequent height. Starting height for Boys High Jump is 5' 4" with 2" increments to 6'2", then 1" increments until half of the competitors remain. Starting height for Girls Pole Vault is 7'0". Increase in 6" increments to 10', then 3" increments for each subsequent height. Starting height for Girls High Jump is 4'4", with 2" increments to 5'2", then 1" increments until half the competitors remain. (2/99)
2. Shots, Javelins and Discus will be weighed and measured at the designated weigh-in times established prior to the meet. After weigh-ins, no implements may be brought onto the field.
3. When so requested, participating schools are expected to provide competent personnel to run district field events.

D. **TIME SCHEDULES:** The designated start times for field events will be determined by the host school. Running events will begin 45 minutes following the start time of the field events. 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 determined by NFHS standards. District 6 will be responsible for the type of awards and for purchasing the awards.
- G. **QUALIFICATIONS TO STATE:** The WIAA will establish the number of entrants in each event that shall comprise the District 6 allocation to the State Meet. Other competitors who meet State Standards shall also qualify for the State Meet.

#### **4. ALL CONFERENCE SELECTIONS**

Prior to the District Seeding Meeting, the track coaches will 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. The AD in charge of track will collect this information and have a ballot for the coaches at the District Seeding Meeting and the winner will be announced before the meeting is over. 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. Each school will have one vote for each award and coaches will not be able to vote for their own athletes

#### **5. ALL CONFERENCE TEAMS (2/93)**

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

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

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 DETERMINED BY THE HOST SCHOOL**

Boys Long Jump	Boys Triple Jump (after Boys Long Jump)
Girls Long Jump	Girls Triple Jump (after Girls Long Jump)
Girls High Jump	Boys High Jump (after Girls)
Boys Pole Vault	Girls Pole Vault (after Boys)
Boys Javelin	Girls Javelin (after Boys)
Boys Shot Put	Girls Shot Put (after Boys)
Girls Discus	Boys Discus (after Girls)

- B. **RUNNING EVENTS – START 45 MINUTES FOLLOWING THE START TIME OF THE FIELD EVENTS** (time between running events should reflect the time between events as determined in the example below)

### SAMPLE RUNNING EVENTS SCHEDULE

5:45	110 Meter High Hurdles - Boys	8:00	300 Meter Low Hurdles – Girls
6:00	100 Meter High Hurdles – Girls	8:15	800 Meter Run – Boys
6:10	100 Meter Dash – Boys	8:30	800 Meter Run – Girls
6:20	100 Meter Dash – Girls	8:45	200 Meter Dash – Boys
6:30	1600 Meter Run – Boys	8:55	200 Meter Dash – Girls
6:40	1600 Meter Run – Girls	9:10	3200 Meter Run – Boys
6:55	4x 100 Meter Relay – Boys	9:25	3200 Meter Run – Girls
7:05	4x 100 Meter Relay – Girls	9:40	4x 200 Meter Relay –Girls
7:15	400 Meter Dash – Boys	9:50	4x 400 Meter Relay – Boys
7:25	400 Meter Dash – Girls	10:00	4x 400 Meter Relay - Girls
7:45	300 Meter Intermediate Hurdles- Boys		

# 2019 Track & Field

4A CBBN District Championships, Eastmont and Yakima

Day-1 Thursday May 16th, at Wildcat Stadium, Eastmont H.S.

Day-2 Saturday May 18th, at Zaepfel Field, Eisenhower High School

## Meet Schedule

### Thursday May 16, 2019

#### Running Events

4:30pm	National Anthem		
4:45pm	Boys 110m Hurdles	3 Heats-Final	
5:00pm	Girls 100m Hurdles	3 Heats-Final	
5:15pm	Boys 100m	3 Heats-Final	
5:30pm	Girls 100m	3 Heats-Final	
5:45pm	Boys 1600m	1 Heat-Final	
6:00pm	Girls 1600m	1 Heat-Final	
6:15pm	Boys 4 x 100m	1 Heat-Final	
6:30pm	Girls 4 x 100m	1 Heat-Final	
6:45pm	Boys 400m	3 Heats-Final	
7:00pm	Girls 400m	3 Heats-Final	

#### Field Events

4:00pm	Boys Long Jump	3 Flights-Final	
	Girls Long Jump	3 Flights-Final	
	Girls Pole Vault	Final	
	Boys High Jump	Final	
	Girls Shot Put	3 Flights-Final	
	Boys Discus	3 Flights-Final	
	Girls Javelin	3 Flights-Final	

### Saturday May 18, 2019

#### Running Events

Noon	National Anthem		
12:45pm	Girls 4 x 200m Relay	1 Heat-Final	
1:00pm	Boys 300m Hurdles	3 Heats-Final	
1:15pm	Girls 300m Hurdles	3 Heats-Final	
1:30pm	Boys 800m	3 Heats-Final	
1:45pm	Girls 800m	3 Heats-Final	
2:00pm	Boys 200m	3 Heats-Final	
2:15pm	Girls 200m	3 Heats-Final	
2:30pm	Boys 3200m	1 Heat-Final	
2:45pm	Girls 3200m	1 Heat-Final	
3:05pm	Boys 4 x 400m Relay	1 Heat-Final	
3:20pm	Girls 4 x 400m Relay	1 Heat-Final	
3:30pm	Team Awards		

#### Field Events

12:00pm	Boys Triple Jump	3 Flights-Final	
	Girls Triple Jump	3 Flights-Final	
	Boys Pole Vault	Final	
	Girls High Jump	Final	
	Boys Shot Put	3 Flights-Final	
	Girls Discus	3 Flights-Final	
	Boys Javelin	3 Flights-Final	





Columbia Basin Big 9  
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## **Big 9 Track & Field Protest Form**

**This is a protest of a decision concerning:**

**Event:** **Men or Women** **Heat/Flight:**

**Individual and Team Name:** **Lane #**

**Current Decision Being Protested:**

**Rule To Support Protest: Rule Title, #, Section & Page #:**

Clearly, and as concisely as possible, explain the situation below. Cite all pertinent facts that you would like the Games Committee to take into consideration as part of the protest. Please write all information clearly so that it is readable below, use additional paper as needed:

**Person Filing the Protest:**

**Date & Time:**

### **Games Committee Decision**

**This protest is: Upheld or Denied (circle one)    Date & Time**

**New Decision:**

**Games Committee Signature:**