

**hank lawson**

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**From:** "Kirk Flatow" <kirk.flatow@gmail.com>  
**To:** "Paul Armstrong" <coacha@prodigy.net>; "Mark Shields" <sylvmarks@yahoo.com>; <luka\_sigmon@fuhsd.org>; "Michael Granville" <granvillefit@gmail.com>; "hal daner" <haltrack@hotmail.com>; "Curtis L" <curtisliang@gmail.com>; "Kenrick Sealy" <kenricksealy80@hotmail.com>; "Homestead HS XC & TF" <homestead.xc.tf@gmail.com>; "Pam Harris" <pamharris54@gmail.com>; "Andrew Zaeske" <azaeske@gmail.com>; "Steph MacKenzie" <stephmack75@gmail.com>; <keegan@duesterhaus.com>; "Matt Snee" <m.snee2007@gmail.com>; "Paul Lawryk" <plawryk@gmail.com>; "Jake White" <jakeantoin@yahoo.com>; "Luca Signore" <lucassignore@gmail.com>; "Nastassia Hamor" <nastassia.hamor@gmail.com>; "Bridget Hall" <bhall@musd.org>; <ralphbalaoing@gmail.com>; "Kirk Flatow" <kirk.flatow@gmail.com>; <dmdnomo@aol.com>; "Craig Blockhus" <swenrunner@comcast.net>; "Wendy Smith" <wendypaloalto@gmail.com>; "Michael Davidson" <m davidson@pausd.org>; "Julie L'Heureux" <jolheureux@aol.com>; <ian@xtimail.com>; "Danny Moon" <rocketman.runner@sbcglobal.net>; "Walt Van Zant" <waltvz@aol.com>; "Becki Kriege" <beckivz@emcware.com>; "Hank Lawson" <hanklawtrack@gmail.com>; "Bonacorsi, Nick" <nick\_bonacorsi@fuhsd.org>  
**Sent:** Monday, September 02, 2019 3:49 PM  
**Attach:** 2019 SCVAL XC Championship T-Shirts.pdf  
**Subject:** SCVAL Championship Shirts  
 All,

As I talked about at the pre-season meeting, I am going to try to get you and your kids that want them commemorative shirts for the SCVAL championship meet. It's a lot of work but I do love seeing our league represent with this nice gear!

Attached is a drawing of the design and the process I'd like to follow.

What I would like in the next day or two--or the end of the week at the latest--is the following from each school--

1. Will your team buy any shirts? If the answer is no, just send me a 'X school will not be buying shirts' and that's it you can stop reading :)
2. If the answer is yes then I would also like a couple things:
  - 2a. Go to <https://greenlayersports.com/products/e2-mesh/> and pick a color (I know these don't have names, but if you tell me 'the green on the third row far left' that's enough for me.
  - 2b. Give me a guess about the quantity you will want--I know this is a guess and I'm not holding you to this, I just want an idea if you think you will be ordering 15 or 50 shirts. **Just best guess!**
  - 2c. Will you want the custom back on your shirts or order shirts with the front-only printed (less expensive but no school customization).

I'd like to get this info to the company this week so I can verify availability for the shirt color you want, and make sure we are OK for pricing and delivery times, as well as just give the company a heads up on what is coming.

Thanks all, I really would like to keep this all going!

Hope you are all having a great holiday weekend and that you are getting ready for your first race of the season in the next week or two.

Best,

Kirk

## 2019 SCVAL Championship Shirt Process

1. Please notify Kirk Flatow as soon as you can if you plan to have your team purchase shirts—I'd like to give the company an idea of the scale of this year's project.
2. Please let me know your preferred color from the selection at <https://greenlayersports.com/products/e2-mesh/> . I will check availability for you. You should select a dark shirt color as the print will be white.
3. Decide whether or not you want your team name and roster printed on the back for your shirts. If your team only wants to have the championship shirt front with the back blank—I do think this shirt will still look good—the cost will be \$10 per shirt and you can still pick any color of t-shirt—your team would still have the team colors on the championship shirt at a low price point. If you want the team name and roster on the back, the cost will be \$15 per shirt for 30 shirts or more, and \$20 per shirt for 15 shirts or more. For the custom backs there is a 15 shirt minimum; there is no minimum for blank backs.
4. If you are going to go with a custom back, if you send me your roster by September 10, I can start the layout process for the shirt back with Greenlayer and get your proof back to you with minimum last second panic.
5. Assemble your order with quantities for each shirt size. There are men's and women's sizes from XL to XS.
  - a. Side note—some of my girls would rather get the men's sizes than the women's. The women's shirts are more fitted and the men's are looser and more boxy and some girls like that. Also the women's have a v-neck and a few girls would rather have the round neck. A girl that wear's a women's small will often get a men's XS or S and find that works for them. Even a girl that wants a women's XS will find a men's XS might work, and it will still fit her better than the men's S that most meets sell. This is all personal choice and I hope everyone gets what they want!
  - b. Orders should look like: Men's Large: 2. Men's Medium: 18. Men's small: 12 etc.
6. I need your order by September 27 and we will shoot for delivery at the Championship meet.
  - a. If you have a custom shirt back I would like the roster by September 20 or earlier.
  - b. Please send me the payment as soon as possible or bring to the Crystal Preview Meet.

I think you will like the design on the other side of this sheet! Also, the shirts from Greenlayer are a really nice tech fabric that is super nice to run in, and we are supporting a small woman-owned business too. I look forward to supporting you in this project, that I hope is good for both your team and our league!

Coach Flatow/Monta Vista



# Agenda For 8/22/19 SCVAL Cross Country Meeting

1. Hank Lawson - Chip timing, etc.

## 2. CCS Meeting (8/14/19)

CCS Meet will be run at Crystal Springs on 11/16.

If meet is rained out, then 11/19 with same schedule.

League Rep will notify coaches if there is a rainout

T-shirt orders can be made as of November 1.

4 coaches will be admitted free to the CCS meet

Reduced rate for students, seniors, and kids under 12

## 3. Division Splits for SCVAL teams

<u>DeAnza</u>	<u>El Camino</u>
Div 1 Fremont	Div 1 Los Altos
Div 1 Homestead	Div 1 Milpitas
Div 1 Monta Vista	Div 1 Palo Alto
Div 1 Cupertino	Div 1 Santa Clara (Girls)
Div 1 Los Gatos	Div 2 Santa Clara (Boys)
Div 2 Lynbrook	Div 1 Gunn (Girls)
Div 3 Saratoga	Div 2 Gunn (Boys)
	Div 1 Mt.View
	Div 2 Wilcox

## 4. Qualifying for the CCS Meet

- a. You must finish in the top half of the league or be the top team in your division in order to qualify for the CCS meet.

If you run the team times shown below or better at the league finals, you will qualify as an at-large entrant to the CCS meet even if you do not finish in the top half of the league.

	<u>Boys</u>	<u>Girls</u>
Div 1	85:25	105:56
Div 2	86:01	103:54
Div 3	86:33	106:04

The top 3 individuals in each league that are not on a qualifying team will qualify for the CCS meet.

Individuals who do not qualify because their team did not qualify or because they were not one of the top 3 individuals from the non-qualifying teams will qualify if they run the times shown below or better.

	<u>Boys</u>	<u>Girls</u>
Div 1	17:24	21:34
Div 2	17:29	21:16
Div 3	17:35	21:36

Note: Times are the same as last year.

- b. Entries to the CCS meet must reach the CCS office by Noon on 11/11/19.

The league representatives will submit the entries.

Coaches should submit their entries to the league

representatives as soon as possible. Substitutions for members of teams can be made on the day

of the CCS Meet. No substitutions for individual entries may be made after Noon on 11/11/19.

c. The time schedule for the CCS meet will be as follows:

Div I	Girls	10:00AM	Boys	10:35AM
Div II	Girls	11:10AM	Boys	11:45AM
Div III	Girls	12:20PM	Boys	12:55PM
Div IV	Girls	1:30PM	Boys	2:05PM
Div V	Girls	2:40PM	Boys	3:15PM

d. Coaches can print out certificates (see the CCS website) for individuals who participate in the CCS meet.

e. Limit of 4 free coaches to the CCS meet

f. No runners on the course during the races.

g. Live race results can be seen on your phone after each race.

#### 4. SCVAL Meet #1 - 9/24/19 - Baylands, distances & schedule to be determined.

a. All schools must participate in this meet

b. Los Altos and Palo Alto will direct this meet.

c. The costs of this meet will be determined at a later date.

d. We should pay these costs as soon as possible?

e. Meet directors will determine duties for each team.

f. The schedule will be as follows -

3:15PM Varsity Boys (7 runners per team)

3:40PM Varsity Girls (7 runners per team)

4:10PM Varsity B Boys (unlimited # of entrants)

4:40PM Varsity B Girls (Unlimited # of entrants)

5:15PM Frosh/Soph Boys (unlimited number of entrants)

#### 5. SCVAL Meet #2 - Crystal Springs - 10/8/19

Kirk Flatow of Monta Vista has agreed to direct this meet.

a. All schools will help. The meet director will determine the duties for each school.

b. The cost for each school will be determined by the meet director. A check for this amount should be made out to the school of the meet director and given to the director.

c. All schools must participate in this meet.

d. The tentative time schedule will be -

3:15PM Varsity 2 Boys (Unlimited entrants)

3:40PM Frosh Boys (max = 10)

4:05PM Varsity 2/JV Girls (Unlimited entrants)

4:40PM Soph Boys (max = 10)

5:05PM Varsity Boys (max = 10)

5:30PM Varsity Girls (max = 10)

We will have separate frosh and soph races because it was felt that handling 268 runners, like we did this year, was too many to handle. Kirk suggested and the coaches agreed that we should rope off the sides of the uphill just past the one mile mark so that spectators would not get in the way of the runners who are crossing from the right to left side of the hill while preparing to turn left at the top of the hill.

6. SCVAL Meet #3 - Baylands Park in Sunnyvale Meet -  
10/22/19

- a. All schools must participate in this meet
- b. Palo Alto and Los Altos will direct this meet.
- c. The costs of this meet will be determined at a later date.
- d. We should pay these costs as soon as possible?
- e. Meet directors will determine duties for each team.
- f. The schedule will be as follows -

3:15PM Varsity Boys (7 runners per team)  
 3:40PM Varsity Girls (7 runners per team)  
 4:10PM Varsity B Boys (unlimited # of entrants)  
 4:40PM Varsity B Girls (Unlimited # of entrants)  
 5:15PM Frosh/Soph Boys (unlimited number of entrants)

7. SCVAL League Finals -11/5/19

Kirk Flatow has agreed to indefinitely direct this meet. When he decides to no longer be the meet director, the directorship of the meet will begin in the following order --

	<u>El Camino</u>	<u>DeAnza</u>
2019	Milpitas	Lynbrook
2020	Santa Clara	Los Gatos
2021	Wilcox	Homestead
2022	Palo Alto	Cupertino
2023	Gunn	Saratoga
2024	Mt.View	Monta Vista
2025	Los Altos	Fremont

b. 2019 Job Assignments

	<u>DeAnza</u>	<u>El Camino</u>
Starter		
Scorer	Lawson	Lawson
Tags Chips		
Chute		
Timer	Lawson	Lawson
Results	Lawson	Lawson

c. Gate/ticket sellers (12:00-4:00)

	<u>El Camino</u>	<u>DeAnza</u>
2019	Palo Alto	Cupertino
2020	Wilcox	Homestead
2021	Mountain View	Lynbrook
2022	Santa Clara	Los Gatos
2023	Milpitas	Monta Vista
2024	Los Altos	Fremont
2025	Gunn	Saratoga

d. Time Schedule -

As per our agreement at the post-season meeting last year, we decided that the El Camino league would continue to start first in even years and the DeAnza league would start first in the odd years. The varsity boy and girl races will be run in the same order as the CCS meet each year. Thus, the VG will run first this year.

	<u>DeAnza</u>	<u>El Camino</u>	
JVG	1:45PM	2:00PM	Unlimited

FSB	2:30PM	2:45PM	Unlimited
VG	3:15PM	3:30PM	Max 7 Scoring
VB	4:00PM	4:15PM	Max 7 Scoring
Varsity Awards Ceremony 4:45PM			

There are no limits on the number of runners who may run in the JVG and FSB races. Our bylaws allow each league to run all of its FSB and JVG together or to run a 2nd heat for these races.

Each league should decide at this meeting whether to run one or two FSB or JVG races. This is a separate decision by each league. As an example, one league could run one FSB race and the other league could run two FSB races. If a league chooses to run two races, our past practice has been to start the 2<sup>nd</sup> race 2 minutes after the first race. Also, our past practice has been to limit entries in the first race to 15 runners. If we run two heats of these races, our past practice has been to score just the runners in the first heat but we are not required to do this by our bylaws. We can combine the times from both heats.

Our bylaws state that junior and senior boys and senior girls who cannot compete in the varsity races because they are not in the top 7 for their varsity teams may compete in a 2<sup>nd</sup> heat. It has been our practice to start the 2<sup>nd</sup> heat one minute after the start of the first varsity heats.

#### 8. Qualifying to the State Meet

a. Teams will qualify as follows:

	<u># of Boys Teams</u>	<u># of Girls Teams</u>
Div 1	3	2
Div 2	3	3
Div 3	2	2
Div 4	3	3
Div 5	3	3

b. The top 5 individuals in each division who are not on a qualifying team go to the State Meet as long as they finish in the top 12 for the divisions qualifying 2 teams, top 14 for divisions qualifying 3 teams, and top 16 for divisions qualifying 4 teams.

#### 9. Post-Season Evaluation Meeting

- a- 11/15/19 (Friday) at 6:00PM      Do we want to change this?  
 b- Where - Monta Vista HS Library

10. Remember: Seniors may not score in invitational JV meets.

#### 11. Rules for using Crystal Springs:

- a. At no time is there to be anyone up on water tank hill.
- b. Buses are to drop off athletes after the the last house on the right side of Hallmark Avenue. After dropping off the athletes, the buses are not to turn around using the driveways. They should use the streets. Also, the buses should not double park while dropping off the runners. If they do so and a police officer observes them, they will be given a ticket. Further, the school will be subject to banishment from the course in the future.

## **SCVAL #1 and SCVAL #3 at Baylands Park, Sunnyvale**

**SCVAL #1: Tuesday, September 24th**

**SCVAL #3: Tuesday, October 22nd**

### **Meet Schedule**

3:15PM Varsity Boys (7 runners per team)\*

3:40PM Varsity Girls (7 runners per team)\*

4:10PM Varsity B Boys (unlimited # of entrants)

4:40PM Varsity B Girls (Unlimited # of entrants)

5:15PM Frosh/Soph Boys (unlimited number of entrants)

\*Discuss possibility of allowing 8-10 runners in Varsity races for SCVAL #1 and switching up the race order for the two meets.

### **Entry deadline**

SCVAL #1: Sunday September 22nd, 6:00PM

SCVAL #3: Sunday October 20th, 6:00PM

### **Duties For The Meet\***

Starter - Santa Clara

Backup Timers - Gunn & Cupertino (Hank Lawson will explain your jobs to you)

Tag Pullers - Mt. View & Fremont

Finish-Line Judges - Palo Alto & Los Altos

Chute Management - Milpitas & Homestead

Timing/Scoring - Lawson

Distribute #s - chip timing

Set Up Course - Saratoga & Lynbrook

Lead Bicyclist - Palo Alto & Los Altos

### **Turn Directors**

Point A - Runners pass 3 times (Monta Vista)

Point C - Runners pass 3 times (Los Altos)

Point D - Runners pass 4 times (last time just before sprinting for finish) (Wilcox)

Point E - Runners pass 2 times (Los Gatos)

Point F - Runners pass 1 time (Saratoga)

\* Option to change duties for second meet if requested



## Notes

- Entry fee for cars is \$6 per car.
- Buses must pay \$20 if they intend to stay onsite during the meet.
- Portable garbage and recycling containers will be placed near the finish and near team areas
- Please be vigilant about picking up loose trash so it doesn't blow into the bay
- Do not use the regular trash cans at the park or we may be charged a dumpster fee
- We have to pay \$118 to a Sunnyvale employee to supervise us. So, if he/she gives you a reasonable order, please comply.
- Vehicles are not allowed off the asphalt roadways or parking lot areas. This includes deliveries and set-up/tear-down vehicles.
- No stakes are allowed to be driven into the ground.
- No tents are allowed as per the fire marshall.
- No small flags may be placed on the course to help guide the runners.
- Portable toilets will be provided for our use at a cost of \$1,010. They will be located near the finish line. Regular toilet facilities are located at the park. I'm not sure that we should be using them. However, coaches should check them every now and then to verify that we are not making a mess of them.

# CRYSTAL PREVIEW

## SCVAL Meet 2/Tuesday, October 8, 2019

### Schedule:

2:45 PM All coaches and all athletes will report to the area in front of the timer's building for a presentation on Crystal Springs rules and regulations. **This meeting is a requirement for each league at the first meet of the season.** Race Director to present.

3:15 PM Boys' Varsity 2 Race (unlimited athletes/all boys not in another race)

3:45 PM Freshmen Boys' Race (maximum 10 athletes per school)

4:15 PM Varsity 2/JV Girls Race (unlimited number of athletes from each school)

4:50 PM Sophomore Boys Race (maximum 10 athletes per school)

5:15 PM Varsity Boys Race (maximum 10 athletes per school)

5:40 PM Varsity Girls Race (maximum 10 athletes per school)

### Entries on Athletic.net:

We will use athletic.net to enter athletes into the SCVAL Crystal Preview meet. The deadline to enter your athletes is 6:00PM on Sunday, October 6 (two days prior to the meet).

Teams do not need to enter athletes into specific races. Enter all your athletes that will be competing in the Crystal Preview as 'All Male' or "All Female". On race day, issue all your athletes their chips and bibs and have all the athletes start in their assigned races. The timer will scan their chips and bibs at the finish and know what race they are in.

### Crystal Preview Job Assignments 2019:

Job assignments are subject to change by meet director at any time prior to the meet.

#### **Meet Director**

- **Monta Vista**

#### **Street Management**

- Before the start of the meet: **Wilcox** (can stop 15 minutes before first race)
- After completion of the meet: **Milpitas**
- Ask vehicles not to double park when loading and unloading athletes.
  - Vehicles should continue down the road until there is space to pull completely to the curve.
    - These are distance runners they can walk a bit!
- After the meet, kids waiting for a ride should wait in Hallmark Park, not create a crowd on the street.
- Ask athletes to not cut across lawns—stay on the concrete.
- Police will be present also.

### ***Medical Liason***

- **Monta Vista**
- Support EMT during the meet (coordinate sweeper, talk to parents, track insurance cards, etc)

### ***Check In***

- **Los Altos**
- Check for hard copy of insurance cards
- Verify that medical kit is present and complete
- Have coaches sign CSM register page
- Pass out bibs

### ***Starter***

- **Santa Clara**
- Includes getting the stopwatch with elapsed time from gun to the starter

### ***Finish Line Judge***

- **Hal Daner**
  - We would like feedback on how many placement calls are necessary, particularly for the first 30 or so finishers in a race.

### ***Finish Area Management***

- Boys Varsity and Freshman Boys races: **Palo Alto, Fremont**
- Varsity 2 Girls and Sophomore Boys races: **Gunn, Mt. View**
- Varsity Boys and Varsity Girls races: **Saratoga, Homestead**
- Help direct kids out of the finish area.
- Keep spectators and coaches out of the finish area
- As needed, get medical attention for athletes
- People doing this job should be coaches or forceful, vocal parents

### ***Judge Last 100m or so of the course***

- **Gunn, Lynbrook**
- Look for interference and call interference DQs or issue warnings.
- Keep spectators and coaches off course as needed.
- It's OK to be aggressive in talking to the kids and explaining issues, we would rather have athletes learn the rules now than to be DQed at Leagues or at CCS

### ***Sweep Last 800m of course after each race with walkie-talkie, send all clear to EMT/Medical Liason***

- **Los Gatos**

## Important Notes For Coaches:

- Notes about trash disposal below are important. Crystal is a wonderful resource and taking care of this course is important. **CSM will charge a school a substantial fine for trash left in the wrong receptacle or in Hallmark Park**—and frequently the trash can be traced to a specific school because of a bib or something else left by an athlete. So please emphasize with your team and your parents that every bit of trash is cleaned up and properly disposed of—and particularly not left in the trash bins at Hallmark Park.
- Please remind your athletes when they finish they should quickly exit the finish line area with minimal drama! Keep jogging after the finish and leave the finish area. They can then collapse!
- Trash bags will be given to each team's coach at check-in. Each team is responsible for clean up of the team's area.
  - **DO NOT dump any trash in Hallmark Park. All trash must be packed out and brought home or put in the dumpster. DO NOT let your kids or parents dump trash in Hallmark Park as they leave the course.**
- Keep the course clean! Certainly we expect each team to clean up their area, **but cleaning up any trash over the entire course is an even better idea.** It is a privilege to have this course to compete upon. Let's all take care of Crystal Springs!
- **All recycling should be brought home and recycled.**
  - There is a recycling bin but it is easier on everyone to pack out our recycling.
  - We will go through the dumpster after the race and look for cans and plastic bottles. Course management is doing the right thing to ensure the best treatment of the course and our planet. Seriously, pack out your recycling, it's good for the earth, good for the course, good for our league and good for Bob!
- **Hard copy** of medical cards and first aid kits to be shown by each team at check-in before you receive your bibs.
  - You must have medical kits and **HARD COPY** medical/insurance releases for all athletes before you pick up your teams' bibs. **NO EXCEPTIONS**, without hard copy of your medical releases, your kids are not running at Crystal. A phone with access to on-line records is not acceptable by Crystal Springs course management, there is nothing that SCVAL or the SCVAL meet director can do about this. No phone calls from a principal, A.D., etc. will be acceptable.
  - As a group, coaches decided at the 2017 SCVAL pre-season meeting that each team would leave a copy of their package of medical cards/forms with meet management at check in. These copies will be left in the timing shed and coaches can pick this up at the end of the meet.
- The cost for each school is \$350 as agreed at the pre-season meeting.
  - Checks should be made out to **Monta Vista ASB** and mailed to Monta Vista or given to the meet director.
  - Please note that although this is a Monta Vista ASB account, no money is

transferred to Monta Vista XC. Any money received will be used for an SCVAL meet. If there are any excess funds, they will be used for an SCVAL XC meet or used to reduce the cost of a meet in the following year.

- Make sure kids and parents know:
  - No dogs.
  - No throwing of anything (rocks, Frisbees, freshmen, footballs...)
  - No bicycles.
  - No warming up on the course after the first race starts.
  - While waiting for a ride home, please wait in Hallmark Park and look for your ride, please do not wait in the street or sidewalk.
  - Stay off yards on entering and exiting the park, polite to neighbors, etc. I always think we are pretty good here but I guess if I were a neighbor and kids walked across my yard I'd be upset--I can't imagine it happens much but let's remind the kids.
- **Remind your parents NOT to call 911, contact the emergency contact person (Mrs. Flatow) or the EMT/Peter Tapia on site.**
- Review the Crystal Course Handbook!

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**INVOICE FOR CRYSTAL PREVIEW: SCVAL XC LEAGUE RACE**

**\$350**

Please make check payable to **MONTA VISTA ASB**

Bring check to the race or mail check to:

Monta Vista High School ASB  
Attention: Cross Country/Coach Kirk Flatow  
21840 McClellan Road  
Cupertino, CA 95014

# SCVAL CHAMPIONSHIPS

Tuesday, November 5, 2019

## Schedule:

Coaches' Meeting at 1:15pm

## RACE SCHEDULE

	DAL	EC
JVG	1:45PM	2:00PM
FSB	2:30PM	2:45PM
VG	3:15PM	3:30PM
VB	4:00PM	4:15PM
VARSITY AWARDS CEREMONY		4:45PM

JVG/FSB Awards before the corresponding Varsity race (EC JVG awards before EC VG, etc.)

## Entries on Athletic.net:

We will use athletic.net to enter athletes in to the Championships. The deadline to enter your athletes is 6:00PM on Sunday, October 6 (two days prior to the meet).

Varsity races are limited to seven entries. All other races will be set up to have a maximum of 15 athletes per school in the first wave and all remaining athletes in a following wave. If after all entries have been made only one wave is deemed necessary, the waves will be combined (see discussion below)

## Starting Waves

- Varsity Races: There will be a scoring (1st wave) and a non-scoring (2nd wave) wave for both the VG and VB races. There will be a maximum of 7 runners per school in the scoring wave. There are no Varsity-2 races, there will be two varsity waves.
  - The non-scoring 2nd wave of each of the varsity races will start 1 minute after the first heat. Alternatively, if the 2<sup>nd</sup> wave is small, the non-scoring wave may be started at same time upon vote of the coaches in that division; the non-scoring runners will start 3 meters behind the first wave.
  - Coaches will designate runners in the scoring and non-scoring heats when entering athletes on athletic.net.
- Junior Varsity Girls/Frosh-Soph boys races: There will only be two waves if the number of entries makes a single heat unsafe in the judgment of the meet director, or if a majority of coaches in the division requests two waves.
  - If the total number of athletes in a race is expected to be over 125, the relevant coaches will be polled by email and if four schools request two waves, then we will run two waves. **If there is no email response from a school, the lack of response will be considered a vote for a single**

**wave.**

- If there is a single wave, any entries in the second wave will be merged with the first wave, all will start together.
- If there are two waves, the 2nd wave will start 1 minute after the first wave, and will be non-scoring.

**SCVAL Championship Assignments 2019:**

Job assignments are subject to change by meet director at any time prior to the meet.

***Meet Director***

- **Monta Vista**

***Admissions/Gate Collection***

- **Cupertino, Palo Alto**

***Street Management***

- Before the start of the meet: **Wilcox** (can stop 15 minutes before first race)
- After completion of the meet: **Milpitas**
- Ask vehicles not to double park when loading and unloading athletes.
  - Vehicles should continue down the road until there is space to pull completely to the curve.
    - These are distance runners they can walk a bit!
- After the meet, kids waiting for a ride should wait in Hallmark Park, not create a crowd on the street.
- Ask athletes to not cut across lawns—stay on the concrete.
- Police will be present also.

***Medical Liason***

- **Monta Vista**
- Support EMT during the meet (coordinate sweeper, talk to parents, track insurance cards, etc)

***Check In***

- **Los Altos**
- Check for hard copy of insurance cards
- Verify that medical kit is present and complete
- Have coaches sign CSM register page
- Pass out bibs

***Starter***

- **El Camino League: Santa Clara**
- **De Anza League: Lynbrook**
- Includes getting the stopwatch with elapsed time from gun to the starter

### ***Finish Line Judges***

- **Hal Daner**
- **El Camino League: Palo Alto**
- **De Anza League: Homestead**
- For the first 30 finishers in each race, if there are close finishes, record the order of each athlete.
- For example, if a Paly and Mt. View runner finish virtually side by side and the Paly runner is deemed to have finished first, record that Paly bib 345 finished in front of Mt. View 678. The timer can then verify that the chip timing system recorded the runners in that order, and if not, make the correction.
- Note exceptional sportsmanship from any finisher. Monta Vista volunteers will be asking you to identify athletes that exhibited exceptional sportsmanship for recognition at the awards ceremony.

### ***Finish Area Management***

- **El Camino League: Mt. View, Gunn**
- **De Anza League: Fremont, Saratoga**
- Help direct kids out of the finish area.
- Keep spectators and coaches out of the finish area
- As needed, get medical attention for athletes
- People doing this job should be coaches or forceful, vocal parents
- Note exceptional sportsmanship from any finisher. Monta Vista volunteers will be asking you to identify athletes that exhibited exceptional sportsmanship for recognition at the awards ceremony.

### ***Judge Last 100m or so of the course***

- **El Camino League: Gunn**
- **De Anza League: Saratoga**
- Look for interference and call interference DQs or issue warnings.
- Keep spectators and coaches off course as needed.

### ***Sweep Last 800m of course after each race with walkie-talkie, send all clear to EMT/Medical Liason***

- **Los Gatos**

### ***Results Posting and Awards***

- **Monta Vista**

## **Important Notes For Coaches:**

**Please remind parents that there will be a cost for admission to the League Championship Meet. This admission cost goes towards the cost of the meet. The admissions cost is \$6 for adults, \$3 for seniors, children and students with an ASB card. Children under 5 years of age are free.**

- Notes about trash disposal below are important. Crystal is a wonderful resource and taking care of this course is important. **CSM will charge a school a**



**substantial fine for trash left in the wrong receptacle or in Hallmark Park—** and frequently the trash can be traced to a specific school because of a bib or something else left by an athlete. So please emphasize with your team and your parents that every bit of trash is cleaned up and properly disposed of—and particularly not left in the trash bins at Hallmark Park.

- Please remind your athletes when they finish they should quickly exit the finish line area with minimal drama! Keep jogging after the finish and leave the finish area. They can then collapse!
- Trash bags will be given to each team's coach at check-in. Each team is responsible for clean up of the team's area.
  - **DO NOT dump any trash in Hallmark Park. All trash must be packed out and brought home or put in the dumpster. DO NOT let your kids or parents dump trash in Hallmark Park as they leave the course.**
- Keep the course clean! Certainly we expect each team to clean up their area, **but cleaning up any trash over the entire course is an even better idea.** It is a privilege to have this course to compete upon. Let's all take care of Crystal Springs!
- **All recycling should be brought home and recycled.**
  - There is a recycling bin but it is easier on everyone to pack out our recycling.
  - We will go through the dumpster after the race and look for cans and plastic bottles. Course management is doing the right thing to ensure the best treatment of the course and our planet. Seriously, pack out your recycling, it's good for the earth, good for the course, good for our league and good for Bob!
- **Hard copy** of medical cards and first aid kits to be shown by each team at check-in before you receive your bibs.
  - You must have medical kits and **HARD COPY** medical/insurance releases for all athletes before you pick up your teams' bibs. **NO EXCEPTIONS**, without hard copy of your medical releases, your kids are not running at Crystal. A phone with access to on-line records is not acceptable by Crystal Springs course management, there is nothing that SCVAL or the SCVAL meet director can do about this. No phone calls from a principal, A.D., etc. will be acceptable.
  - As a group, coaches decided at the 2017 SCVAL pre-season meeting that each team would leave a copy of their package of medical cards/forms with meet management at check in. These copies will be left in the timing shed and coaches can pick this up at the end of the meet.
- The cost for each school is \$350 as agreed at the pre-season meeting.
  - Checks should be made out to **Monta Vista ASB** and mailed to Monta Vista or given to the meet director.
  - Please note that although this is a Monta Vista ASB account, no money is transferred to Monta Vista XC. Any money received will be used for an SCVAL meet. If there are any excess funds, they will be used for an SCVAL XC meet or used to reduce the cost of a meet in the following year.
- Make sure kids and parents know:
  - No dogs.

- No throwing of anything (rocks, Frisbees, freshmen, footballs...)
- No bicycles.
- No warming up on the course after the first race starts.
- While waiting for a ride home, please wait in Hallmark Park and look for your ride, please do not wait in the street or sidewalk.
- Stay off yards on entering and exiting the park, polite to neighbors, etc. I always think we are pretty good here but I guess if I were a neighbor and kids walked across my yard I'd be upset--I can't imagine it happens much but let's remind the kids.
- **Remind your parents NOT to call 911, contact the emergency contact person (Mrs. Flatow) or the EMT/Peter Tapia on site.**
- Review the Crystal Course Handbook!

## 2019 SCVAL Championship Shirt Process

1. Please notify Kirk Flatow as soon as you can if you plan to have your team purchase shirts—I'd like to give the company an idea of the scale of this year's project.
2. Please let me know your preferred color from the selection at <https://greenlayersports.com/products/e2-mesh/> . I will check availability for you. You should select a dark shirt color as the print will be white.
3. Decide whether or not you want your team name and roster printed on the back for your shirts. If your team only wants to have the championship shirt front with the back blank—I do think this shirt will still look good—the cost will be \$10 per shirt and you can still pick any color of t-shirt—your team would still have the team colors on the championship shirt at a low price point. If you want the team name and roster on the back, the cost will be \$15 per shirt for 30 shirts or more, and \$20 per shirt for 15 shirts or more. For the custom backs there is a 15 shirt minimum; there is no minimum for blank backs.
4. If you are going to go with a custom back, if you send me your roster by September 10, I can start the layout process for the shirt back with Greenlayer and get your proof back to you with minimum last second panic.
5. Assemble your order with quantities for each shirt size. There are men's and women's sizes from XL to XS.
  - a. Side note—some of my girls would rather get the men's sizes than the women's. The women's shirts are more fitted and the men's are looser and more boxy and some girls like that. Also the women's have a v-neck and a few girls would rather have the round neck. A girl that wear's a women's small will often get a men's XS or S and find that works for them. Even a girl that wants a women's XS will find a men's XS might work, and it will still fit her better than the men's S that most meets sell. This is all personal choice and I hope everyone gets what they want!
  - b. Orders should look like: Men's Large: 2. Men's Medium: 18. Men's small: 12 etc.
6. I need your order by September 27 and we will shoot for delivery at the Championship meet.
  - a. If you have a custom shirt back I would like the roster by September 20 or earlier.
  - b. Please send me the payment as soon as possible or bring to the Crystal Preview Meet.

I think you will like the design on the other side of this sheet! Also, the shirts from Greenlayer are a really nice tech fabric that is super nice to run in, and we are supporting a small woman-owned business too. I look forward to supporting you in this project, that I hope is good for both your team and our league!

Coach Flatow/Monta Vista

