

LOWELL HIGH SCHOOL



Invitational

1101 Eucalyptus Drive
San Francisco, CA 94132
Phone: 415-759-2730
August 1, 2013

Dear Cross Country Coaches:

The 41st annual San Francisco Cross Country Invitational Meet will be held on Saturday, September 14, 2013 at Speedway and Lindley Meadows, in Golden Gate Park. This will mark the 35th consecutive year that Lowell High School has sponsored this meet. We would like to thank the San Francisco Recreation & Park Department for their support of this meet.

There will be three divisions for girls (Frosh/Soph, J.V. and Varsity) and four divisions for boys (Freshmen, Sophomore, J.V. and Varsity). **We will again be finishing all races in Speedway Meadow (aka Hellman Hollow).** The distance is approximately 2.93 miles for Varsity & J.V. races and 2.13 miles for Frosh/Soph races. The majority of the course follows the same trails that we have been running since 1993 (maps enclosed). The number of races and distances may change based on the number of teams attending and other unforeseen circumstances. We welcome all teams regardless of size or experience.

Entry Instructions: We will use Direct Athletics to collect entries. Every school that plans to attend must follow these instructions:

- E-mail Meet Director Andy Leong at "coachaleong@hotmail.com" to let him know that you will attend the meet. Please include the following in your e-mail: 1) Name of school. 2) Name of Coach. 3) Day/Night ☎#. 4) Tentative number of runners per division that you think you will have. Your school's name will be added to the invite list for the meet within 24 hours.
- Go to www.directathletics.com to enter names and submit entries. Instructions on how to submit names are enclosed. **Deadline to submit will be 4:00 PM on Tuesday September 10.** Race day entries will be at the discretion of the computer operator, and there will be a \$5 per name charge in addition to the regular fees.

A Varsity team must be entered first before a J.V. team can be entered. Teams will be subject to disqualification if they have faster runners on their J.V. teams. **Due to our growing numbers, only seven runners can be entered in the Varsity divisions and we may need to cap the number of runners per race.**

We will use one of the following schedules (number of awards given in each race also shown):

Eight Race Schedule

SCHEDULE	TIME	# Team Awards	# Inv. Awards
Walk Course	8:00-8:45 AM (maps provided)		
Frosh Boys	9:00 AM	2	12
F/S Girls	9:25 AM	2	12
Soph Boys	9:50 AM	2	12
J.V. Boys	10:15 AM	2	9
J.V. Girls	10:45 PM	2	12
Var. Girls	11:25 PM	3	20
Var. Boys 1	NOON	3	20
Var. Boys 2	12:35 PM	3	20
Awards Ceremony	1:10 PM		

Thirteen Race Schedule

SCHEDULE	TIME	# Team Awards	# Inv. Awards
Walk Course	8:00-8:45 AM (maps provided)		
Frosh Boys 1	9:00 AM	2	12
Frosh Boys 2	9:25 AM	2	12
F/S Girls 1	9:50 AM	2	12
F/S Girls 2	10:15 AM	2	12
Soph Boys 1	10:40 AM	2	12
Soph Boys 2	11:05 AM	2	12
J.V. Boys 1	11:30 AM	2	9
J.V. Boys 2	11:55 AM	2	9
J.V. Girls	12:30 PM	2	12
Var. Girls 1	1:00 PM	3	20
Var. Girls 2	1:30 PM	3	20
Var. Boys 1	2:00 PM	3	20
Var. Boys 2	2:30 PM	3	20

Regardless of how many races there are, the **first race will be at 9:00 AM**. Number of races and the final schedule will be out by Thursday September 12. Race assignments will be out by Friday September 13.

There will be seven medals for each winning team. Individual awards are given to members of non-winning teams with no more than seven individual medals going to members of the same team. **Please note that the J.V. Boys will be before the J.V Girls race.** There are no dressings facilities so please come dressed to run.

We plan on having souvenir tee shirts for sale again this year.

Fee Schedule

Entry fees (based on names submitted) will be \$10.00 per individual, \$50.00 per division (5 to 15 runners. For ever runner over 15, an additional \$2 will be charged.) Each school will also be charged a \$35.00 website/facility fee. The maximum fee a school will pay will be based on the number of names that they are entering. Below is the maximum fee schedule:

<u>Number of Names</u>	<u>Maximum Fee</u>
1 – 30	\$200.00
31 – 40	\$210.00
41 – 50	\$220.00
51 – 60	\$230.00
61 – 70	\$240.00
71 – 80	\$250.00
81 – 90	\$260.00
91 – 100	\$270.00
101 – 110	\$280.00
111 – 120	\$290.00
121+	\$300.00

Checks should be made out to "**Lowell High School Track Team**".

You may mail your entry fee to the following address:

Lowell High School
Andy Leong, Track Coach
1101 Eucalyptus Drive
San Francisco, Ca. 94132

All entry fees should be received by the day of the meet. Coaches whose school has a history of late payment will be asked to leave a personal check or their school will not be allow to run. A late fee of \$25 will be charged if payment is not received by October 1. If you have questions, please e-mail me at coachaleong@hotmail.com.

Sincerely,

Andy Leong

Andy Leong
Track Coach/Meet Director



How to Submit your Roster Online—Cross Country

NOTE: After all of your athletes have been added to your online roster (Step 2), you must submit your roster to the meet by clicking the green “Register” link. (Step 3 below) Your roster is not submitted until you complete Step 3.

STEP 1—Access your DirectAthletics Account

Each coach must have a DirectAthletics username and password for his/her school. If you don't know your username and password, you will be able to create one or retrieve your existing account by following the instructions below.

If you already have a DirectAthletics account for your Cross Country team, and know your username and password....	If you do NOT know your username and password....
1) Go to www.directathletics.com 2) In the login box, enter your username and password and click Login. (Remember that your password is case-sensitive)	1) Go to www.directathletics.com 2) Click on the link “New User? Click HERE”. 3) Follow onscreen instructions. You will be able to create an account online or retrieve forgotten information for an existing account. 4) Make sure you create a HIGH SCHOOL team

NOTE ABOUT ACCOUNTS: Most coach accounts control a school’s Men’s AND Women’s team. You control only one gender at time, so you will complete the below steps for your Men, and then switch to your Women’s team and repeat the process (or vice versa). The team you are controlling is listed on the blue navigation bar across the top of your account, for example:

Sport: Cross Country **Team:** Trinity College School (M)

This indicates that you are controlling the Trinity College School MEN’S team (M=MEN). To switch to your Women’s team, you would select “Trinity College School (W)”.

STEP 2—Edit/Set up Your Online Roster

Before entering an athlete into a meet, you must add all attending athletes to your roster. If an athlete is already on your roster (from previous seasons) you do not need to add him/her again. Most schools will just need to add new athletes and delete athletes no longer on the roster.

- 1) Upon logging in, click the TEAM tab.
- 2) If you have used DirectAthletics before, you will see last year’s roster. School years have automatically been moved forward one year. You can click “Import Track Roster” which is listed on the left. You will be able to add athletes from your Track roster to your Cross Country roster. If you do not see this link or you are new to DirectAthletics, skip this step.
- 3) Click the green “Add Athletes” link under the Team Roster header. Select an approximate number of athletes you would like to add (you can add more at any time).

- 4) Enter your athletes First Name, Last Name and School Year and click “Submit”
- 5) You may add, edit or delete athletes on your Team Roster at anytime by click the TEAM tab.

STEP 3--Submit Your Roster

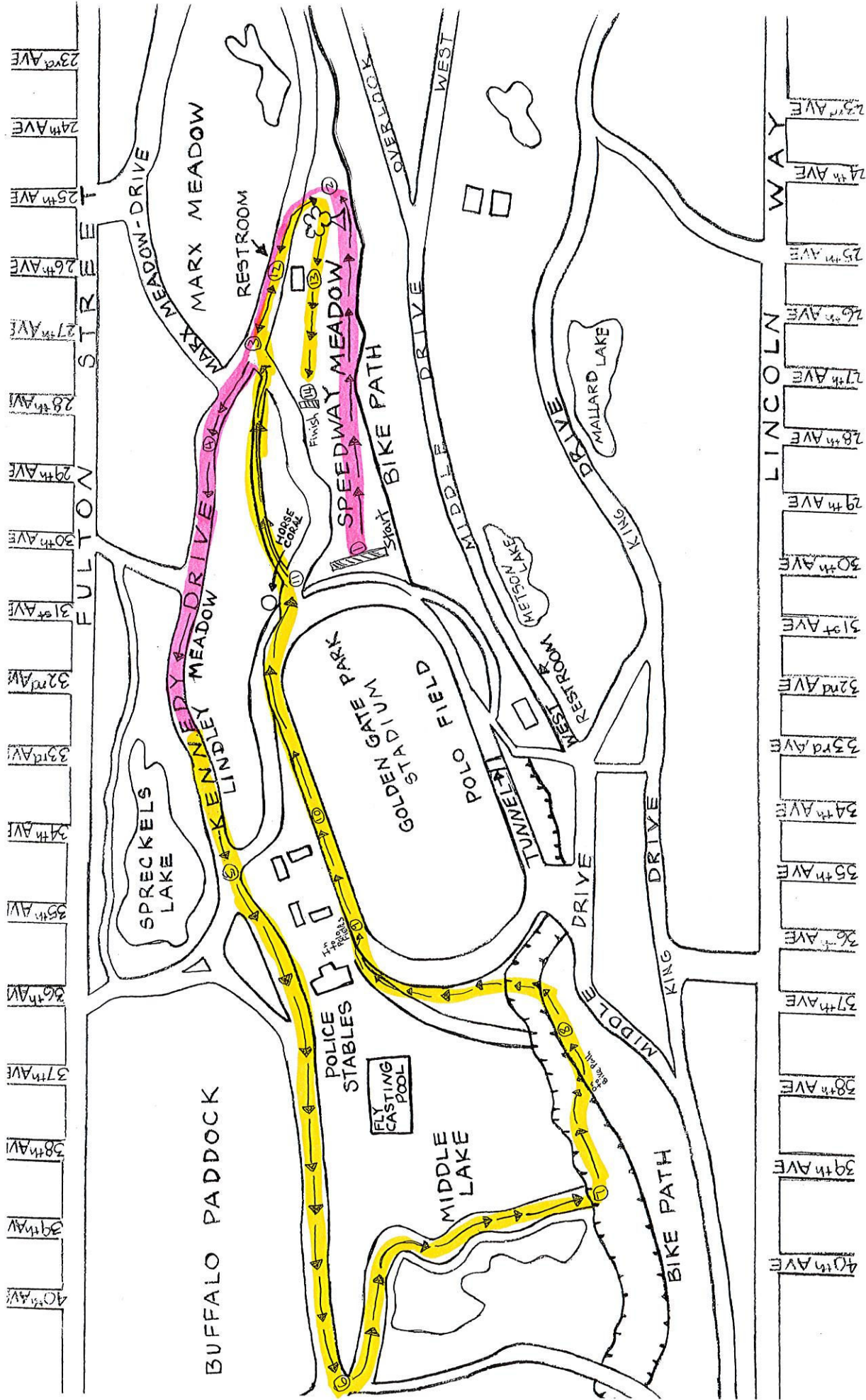
Once your athletes are added to your roster, you must submit your roster to the meet.

- 1) In the HOME tab (under Upcoming Meets) or in the SCHEDULE tab, click the green Register button next to the meet you wish to enter.
- 2) Check off the box for each athlete you wish to enter. You can check the “All” box to select (or un-select) your entire roster. Click “Submit”. You MUST click “Submit” to submit your entries.

****Submit all competing athletes, regardless of which race they are running. You do not need to declare events online.****

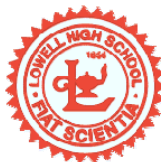
- 3) You will see your current, submitted entries on the “View Entries” page. At any time before the entry deadline, you may edit your entries by clicking the “Edit Entries” link.
- 4) For entry confirmation, simply print the “View Entries” page or click the Email Confirmation link at the top of the “View Entries” page. An Email Confirmation will be sent to the email address in your account.

LOWELL INVITATIONAL VARSITY 2.93 mi. COURSE



SEQUENCE: 1-2-12-3-4-5-6-7-8-9-10-11-3-12-2-13-14

LOWELL HIGH SCHOOL



Invitational

1101 Eucalyptus Drive
San Francisco, CA 94132
Phone: 415-759-2730

TO: Cross Country Coaches

FROM: Andy Leong
Lowell Invitational Meet Director

DATE: September 14, 2013

SUBJECT: Race Day Instructions

Welcome to the 41st annual San Francisco Cross Country Invitational Meet. This year marks the 35th consecutive year that Lowell High School has sponsored this meet. It is a pleasure having you and your team here today. Please follow the directions listed below.

- 1) Each coach will receive this instruction sheet, name labels, race pull tags, two 2.13 mile course maps (F/S) and two 2.93 mile course maps.
- 2) There is no need to declare what race your runners are going to run before the race. They will be recorded in the race that they finish in. If you have a runner that does not have a chip, use a chip of a runner that is not running today of the same gender. We will try to change the name in the computer later. This will be the only way we will accommodate new names today.
- 3) Runners are asked to leave the finish line area as soon as they return their computer chips. **ONLY COACHES WILL BE ALLOWED IN THE FINISH AREA! PLEASE KEEP YOUR TEAM AWAY FROM THE FINISH AREA OR DISQUALIFICATION WILL BE ISSUED.**
- 4) We will try to post results, so please do not bother the computer operator. See Meet Director Andy Leong if results have not been posted and I will try to make them available.
- 5) Top runners of non-winning teams will also receive medals.
- 6) All team members must wear an identifying top. No spikes or bare feet allowed.
- 7) Please instruct all of your runners to watch for bikes and horses on all paths.
- 8) A Varsity team must be entered before you can enter a J.V. team. If you have a special situation, speak to Meet Director Andy Leong before the J.V. races.

9) SCHEDULE	TIME	# Team Awards	# Inv. Awards
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J.V. Boys 2	11:55 AM	2	9
J.V. Girls	12:30 PM	2	12
Var. Girls 1	1:00 PM	3	20
Var. Girls 2	1:30 PM	3	20
Var. Boys 1	2:00 PM	3	20
Var. Boys 2	2:30 PM	3	20

Awards can be pickup at the registration table or back of the truck during the meet.

10) It is requested that each team pick up litter in their area when the meet has concluded. Trash bags are available at the finish line.

11) Tee shirts will be for sale. The cost is \$15.00.

12) This meet is a smoke free event! Please tell your parents and supporters that there is **No Smoking** of any kind!

Entry fees (based on names submitted) will be \$10.00 per individual, \$50.00 per division (5 to 15 runners. For ever runner over 15, an additional \$2 will be charged.) Each school will also be charged a \$35.00 website/facility fee. The maximum fee a school will pay will be based on the number of names that they are entering. Below is the maximum fee schedule:

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81 – 90	\$260.00
91 – 100	\$270.00
101 – 110	\$280.00
111 – 120	\$290.00
121+	\$300.00

Checks should be made out to "**Lowell High School Track Team**".

The following schools have confirmed and are expected to participate in today's meet:

Abraham Lincoln - S.F.	Harker	Menlo Atherton	San Leandro
Alameda	Henry M. Gunn	Mercy-Burlingame	San Mateo
Albany	Hillsdale	Mercy-S.F.	San Ramon Valley
Aragon	Hughson	Mid-Peninsula	Sequoia
Archbishop Riordan	I.C.A.	Mills	Sir Francis Drake
Bay School	James Logan	Milpitas	Sonoma Valley
Bellarmino	John O'Connell	Mission	St Lawrence Academy
Carlmont	Joseph A. Gregori	Mountain View	St. Francis-Mt. View
Castilleja	Junipero Serra	Newark Memorial	St. Ignatius
Convent	Las Lomas	Novato	Stuart Hall
Crystal Springs	Lincoln - Lincoln	Oakland Tech	Tokay
El Dorado	Lincoln - Stockton	Palo Alto	Urban
Encinal	Livermore	Phillip & Sala Burton	Villa Park
Fred C. Beyer	Livingston	Presentation	Watsonville
Fremont-Sunnyvale	Los Altos	Prospect	Westmoor
Galileo	Lowell	S.F. Waldorf	Will C Wood
Geo.Washington-S.F.	M.L.King	Sacred Heart Prep	Woodside
Half Moon Bay	Menlo	Salesian	

Thank you for coming today and have a great time!

Chip Instructions:

- 1) ALL athletes **MUST** wear the corresponding shoe chip as listed on your roster.
- 2) ALL athletes **MUST** wear the corresponding numbered “chip”.
 - Chips are numbered on the Black side. Make sure to match the correct numbers to the corresponding athlete numbers.
 - Chips are to be shoe laced into the shoe laces as shown.
 - Double knot laces.

Do NOT put the chip in your sock, on your ankle, or in your pocket, etc. Only wear as shown.



- 3) ALL chips, whether an athlete is running, **NOT** running, or **DOES NOT FINISH MUST** be turned in and/or collected after each race. We need them for another up coming race.
- 4) There is a **\$25** charge for **each** chip not returned

Race Assignments 2013.xls

Frosh Boys 1		Frosh Boys 2		F/S Girls 1		F/S Girls 2
Abraham Lincoln - S.F.		Carlmont		Alameda		Abraham Lincoln - S.F.
Albany		Fred C. Beyer		Albany		Aragon
Aragon		Galileo		Crystal Springs		Carlmont
Archbishop Riordan		Henry M. Gunn		Fremont-Sunnyvale		Castilleja
Bellarmino		Hughson		Half Moon Bay		El Dorado
Crystal Springs		Joseph A. Gregori		Harker		Fred C. Beyer
Fremont-Sunnyvale		Las Lomas		I.C.A.		Galileo
Geo.Washington-S.F.		Lincoln - Lincoln		Lincoln - Lincoln		Geo.Washington-S.F.
Half Moon Bay		Lincoln - Stockton		Lincoln - Stockton		Henry M. Gunn
Harker		Livermore		Livermore		Hughson
Hillsdale		M.L.King		Livingston		James Logan
James Logan		Menlo Atherton		Lowell		Joseph A. Gregori
Junipero Serra		Mountain View		M.L.King		Las Lomas
Livingston		Newark Memorial		Mercy-S.F.		Los Altos
Los Altos		Oakland Tech		Newark Memorial		Menlo Atherton
Lowell		Prospect		Palo Alto		Mercy-Burlingame
Mills		S.F. Waldorf		Phillip & Sala Burton		Mills
Mission		San Ramon Valley		Presentation		Mountain View
Novato		Sir Francis Drake		Sacred Heart Prep		Novato
Palo Alto		St. Ignatius		San Ramon Valley		Oakland Tech
Phillip & Sala Burton		Stuart Hall/Convent		Sequoia		S.F. Waldorf
Sacred Heart Prep		Tokay		Sir Francis Drake		Salesian
Salesian		Urban		Stuart Hall/Convent		San Leandro
San Leandro		Westmoor		Tokay		San Mateo
Sequoia		Woodside		Westmoor		St. Francis-Mt. View
Watsonville						St. Ignatius
						Urban
						Woodside
Soph Boys 1		Soph Boys 2		JV Boys 1		JV Boys 2
Alameda		Abraham Lincoln - S.F.		Alameda		Abraham Lincoln - S.F.
Archbishop Riordan		Aragon		Aragon		Albany
Fred C. Beyer		Bellarmino		Archbishop Riordan		Bay School
Half Moon Bay		Carlmont		Bellarmino		Fred C. Beyer
Hughson		Crystal Springs		Carlmont		Half Moon Bay
Joseph A. Gregori		El Dorado		Crystal Springs		Harker
Lincoln - Lincoln		Fremont-Sunnyvale		Encinal		Hillsdale
Lincoln - Stockton		Galileo		Fremont-Sunnyvale		James Logan
Livingston		Geo.Washington-S.F.		Galileo		Joseph A. Gregori
Los Altos		Harker		Geo.Washington-S.F.		Livingston
Mills		Henry M. Gunn		Henry M. Gunn		Lowell
Milpitas		James Logan		Hughson		M.L.King
Newark Memorial		Junipero Serra		John O'Connell		Menlo Atherton
Novato		Las Lomas		Junipero Serra		Mountain View
Palo Alto		Livermore		Las Lomas		Newark Memorial
Phillip & Sala Burton		Lowell		Lincoln - Lincoln		Novato
Prospect		M.L.King		Lincoln - Stockton		Oakland Tech
Sacred Heart Prep		Menlo		Livermore		San Leandro
Salesian		Menlo Atherton		Los Altos		San Ramon Valley
Sir Francis Drake		Mountain View		Mills		Sequoia
St. Ignatius		San Leandro		Palo Alto		St Lawrence Academy
Stuart Hall/Convent		San Mateo		Phillip & Sala Burton		St. Ignatius
Tokay		San Ramon Valley		Prospect		Tokay
Watsonville		Sequoia		Salesian		Villa Park
Westmoor		Urban		Stuart Hall/Convent		Westmoor
Woodside				Will C Wood		Woodside

Race Assignments 2013.xls

JV Girls		Var Girls 1		Var Girls 2		Var Boys 1
Alameda		Abraham Lincoln - S.F.		Alameda		Alameda
Albany		Albany		Aragon		Aragon
Aragon		Castilleja		Bay School		Bay School
Bay School		Crystal Springs		Carlmont		Bellarmine
Castilleja		Encinal		El Dorado		Carlmont
El Dorado		Fremont-Sunnyvale		Fred C. Beyer		El Dorado
Encinal		Galileo		Harker		Encinal
Fred C. Beyer		Geo.Washington-S.F.		Henry M. Gunn		Geo.Washington-S.F.
Fremont-Sunnyvale		Half Moon Bay		I.C.A.		Half Moon Bay
Half Moon Bay		Hughson		James Logan		James Logan
Harker		Las Lomas		Joseph A. Gregori		Joseph A. Gregori
Henry M. Gunn		Lincoln - Stockton		Lincoln - Lincoln		Junipero Serra
Hillsdale		Livermore		Livingston		Lincoln - Lincoln
Hughson		Los Altos		Lowell		Livingston
I.C.A.		Menlo Atherton		M.L.King		Los Altos
James Logan		Mercy-S.F.		Menlo		Lowell
John O'Connell		Milpitas		Mercy-Burlingame		M.L.King
Joseph A. Gregori		Mission		Mid-Peninsula		Mills
Las Lomas		Newark Memorial		Mills		Milpitas
Lincoln - Stockton		Novato		Mountain View		Mission
Livingston		Oakland Tech		Palo Alto		Mountain View
Los Altos		S.F. Waldorf		Presentation		Novato
Lowell		Sacred Heart Prep		Prospect		Phillip & Sala Burton
M.L.King		San Leandro		Salesian		S.F. Waldorf
Menlo Atherton		San Mateo		San Ramon Valley		San Leandro
Mercy-Burlingame		Sir Francis Drake		Sonoma Valley		San Mateo
Mercy-S.F.		St. Ignatius		St. Francis-Mt. View		San Ramon Valley
Mid-Peninsula		Villa Park		Stuart Hall/Convent		St Lawrence Academy
Mountain View		Watsonville		Tokay		Urban
Newark Memorial		Westmoor		Urban		Watsonville
Oakland Tech		Will C Wood		Woodside		Will C Wood
Palo Alto						Woodside
Phillip & Sala Burton						
Presentation		Var Boys 2				
Prospect		Abraham Lincoln - S.F.				
Sacred Heart Prep		Albany				
Salesian		Bellarmine				
San Leandro		Crystal Springs				
San Ramon Valley		Fred C. Beyer				
Sequoia		Fremont-Sunnyvale				
St Lawrence Academy		Galileo				
St. Francis-Mt. View		Harker				
St. Ignatius		Henry M. Gunn				
Tokay		Hillsdale				
Villa Park		Hughson				
Westmoor		Las Lomas				
Will C Wood		Lincoln - Stockton				
Woodside		Livermore				
		Menlo				
		Menlo Atherton				
		Mid-Peninsula				
		Newark Memorial				
		Oakland Tech				
		Palo Alto				
		Prospect				
		Sacred Heart Prep				
		Salesian				
		Sir Francis Drake				
		Sonoma Valley				
		St. Ignatius				
		Stuart Hall/Convent				
		Tokay				
		Villa Park				

Race Assignments 2013.xls

		Westmoor				
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