

# Competition Directors Meeting

August 2024



- ❑ **Competition Directors must register on Arbiter and pay the \$55 registration fee.** Register as a Drill Official.
  
- ❑ **Competition Materials-**
  - Masters (for you to make copies) – can be found at [www.uhsaa.org](http://www.uhsaa.org) Drill Page
  - UPDATED Routine/Technical/Difficulty Score Sheets (Military, Dance & Show)
    - Auxiliary Routine Score Sheets
    - Competition Planning Sheet
    - Competition Results Declaration Form
  - Judges Evaluation Form – for Competition Directors
  - Sportsmanship & Scoring sections of the UHSAA handbook
  
- ❑ **Region/Qualifying Competitions- *Qualifying Competition Guidelines***
  - You will be emailed a list of 2 panels of ten (10) judges for each qualifying competition.
  - Contact Jessica Whittaker and let her know how many panels of judges you will need.
  - Region Competitions will be sent 1 panel of nine (9) judges.
  - Use Arbiter Sport Ref Pay.
    - The athletic director at the host school should enter any extra payments.
  - Plan for someone to call Drill Down.
    - If this person is a judge, they usually get an extra \$10.00.
  - Competition directors are responsible for hiring their own certified tabulator.
  - Hire a dedicated “Scanner” (not the tabulator) to scan all TECHNICAL SHEETS where penalties are given.
  - Use audio recording for comments given by the routine judges.
    - School folders containing audio comments should be emailed to Jan Whittaker at the same time they are sent to the schools.
    - UHSAA will set up and send you access to these folders.
  - Outside food and drink: **Teams** should be allowed to bring in small amounts of food/water to get them through the day.
  - Do not automatically invoice teams for food.
  - Drill Team has been sanctioned as a Girls Only sport for 2024-2025
  - Only eligible members of high school drill teams may compete in the solo competition.
  - All solo/auxiliary divisions must follow the same safety rules as the state competition categories. Any violations must be penalized accordingly.
  - Make sure ticket takers know all UHSAA passes need to be accepted for admission.
  - Review Protest Format in Handbook
  - Don’t allow teams to have stunts/movement approved by ANY judge the day of competition (especially just before the competition begins).
    - Questions should be addressed prior to the day of competition.
  - Accommodations must be in writing from the UHSAA office. (daith piercings)
  
- ❑ **Music-** Make arrangements for all music to be submitted in a digital format.

□ **Tabulators-**

- A list of certified UHSAA tabulators will be made available to you. All competition directors are responsible for hiring their own certified tabulator.
- Make sure you know where the tabulator will set up and plan for either you or the tabulator to bring/supply what they need (computer, printer, paper, copy machine, table space, etc.)
- Assign a dedicated runner to the tabulator. Make sure he/she knows that is their primary job (don't watch the competition unless given permission by the tabulator).

□ **Budget-**

- **REGION COMPETITIONS: Make sure you get the budget approved by your region before you spend anything!**
  - Don't forget to include your pay as the competition director.
  - Negotiate your compensation prior to the event- \$400-\$600

□ **Host School-**

- Decide to visit the host school and meet the administrators, custodians, athletic director, etc.
  - **ARBITER PAY** – Be sure to communicate with the athletic director(s) about entering extra payments, etc.
    - It is your responsibility as the competition director to make sure your people get paid (don't send them somewhere else if there is an issue).
- **MAKE SURE YOU CLEAR ALL MAJOR CHANGES WITH THE REGION ADMINISTRATOR** (line ups, practice times, etc.) **IF APPLICABLE.**
  - Decide where everyone and everything is going to be set up.
  - Keep coaches, judges, and tabulators apart from each other when possible.
  - See for yourself where the best place to put team rooms, tabulation room, hospitality room, etc.
  - Make sure there aren't any obstacles (middle bars on doors, etc.).

□ **Hold a COACHES and JUDGES meeting prior to the start of the competition.**

- Tie Breaker Rule
  - Go over handbook instructions.
  - Everything should be done confidentially and without outside influences.
- Sportsmanship Rule
  - Go over handbook instructions.
  - Know ahead of time who is on the Tournament Committee (make sure they know too) and have them readily available during the competition.
    - Members of the Tournament Committee may include the competition director, tabulator, host school principal, host school athletic director, etc.
- Review Competition Director, Judge, and Tabulator PROTOCOL with all involved parties prior to the competition.
- Be aware of changes to new drill rules and policies.

- **Role of the Competition Director:** The role of the competition director is to run a well-organized and safe competition. Every precaution should be taken to put the athletes' safety and well-being first. It is never appropriate for a competition director to get involved in judging discussions or decisions. Any competition director who tries to influence judges to assess or not assess penalties, may be put on a probationary status and/or lose sanctioning privileges.
  
- **Submissions & Deadlines-** (email all to Jan Whittaker)
  - Competition Director Planning Sheet – shortly after completion of competition
  - Competition Results Declaration Form – within 24 hours of the conclusion of the competition
  - Tabulation Sheets – within 24 hours of the conclusion of the competition
  - Audio Files – send to teams within 24 hours of the conclusion of the competition.
  
- **Questions**
  - Jan Whittaker – [jwhittaker@uhsaa.org](mailto:jwhittaker@uhsaa.org) / 801-510-0587
  - Jessica Whittaker – [jessicawhittaker28@gmail.com](mailto:jessicawhittaker28@gmail.com) / 801-699-9577

## Qualifying Competition Guidelines

1. **Team Registration & Solos:** Competition directors shall not open registration for all teams and solos until September 1. All schools will be assigned to Qualifying Competitions in August.
2. **Time Restriction:** A competition may not begin before 8:00 a.m. and must not end after 7:00 p.m. (this includes award ceremony). In the case of an unusual circumstance that may cause a delay (injury, power outage, etc.), the situation must be documented and reported to Jan Whittaker, at the UHSAA office, within 72 hours of the competition. The exception to this stipulation is when a competition has more than 30 teams placed at a competition. In this situation, send the schedule to Jan Whittaker 4 weeks prior to the competition.
3. **Use of Additional Performing Areas:** If it appears the competition may go beyond the 7:00 p.m. limit, the competition director must secure extra space to hold auxiliary routines such as the small gym, auditorium, etc. and/or limit the number of auxiliary routines. An additional panel of judges may also need to be hired to meet the time limits. If an additional panel of judges is needed, please contact Jan Whittaker.
4. **Pods:** Consider organizing your competition in classification pods where possible.
5. **Guidelines for Competition Entry Fees:** Qualifying Competition team entry fees should not exceed the following guidelines:
  - a. 1-3 Routines \$15 per team member
  - b. 4+ Routines may charge an additional fee for axillary routines

Solos fees are at the discretion of the Competition Director.
6. **Spectator Entrance Fees:** **Spectator entrance fee may not exceed \$10 per person (adult price).** Directors are encouraged to think of options such as a family pass, a 2-day pass for those attending solo and team competition, and more affordable pricing for students. It is suggested to use the State Tournament pricing:
  - a. \$10 Adults
  - b. \$5 Seniors and Students
7. **Assigning of Judges:** The UHSAA will assign judges for all competitions. Judges should be paid through Arbiter Sport Ref Pay. The Athletic Director from the school hosting the competition should put the competition in the Arbiter system. Send a copy of your schedule as soon as it is determined to the UHSAA office. The Competition Director will hire a UHSAA certified tabulator. 2 Technical Judges, 1 Floor Judge, 1 Difficulty Judge and 6 Routine Judges will be assigned per panel of judges for qualifying competitions. Contact Jessica Whittaker ASAP with the number of judging panels to be assigned to each Qualifying Competition. If a judge cancels, please notify Jessica

Whittaker and a replacement judge will be assigned to the competition. You are not responsible for finding replacement judges. Competition directors ARE responsible for securing solo judges. All solo judges will be paid through Arbiter. Region and State Competitions will be assigned 1 technical judge.

8. **Judges Compensation:**

All judges pay for all competitions will be set at \$25. per hour.

Mileage compensation will be added to the judges pay added to the judges pay.

9. **Role of the Competition Director:** The role of the competition director is to run a well-organized and safe competition. Every precaution should be taken to put the athletes' safety and well-being first. It is never appropriate for a competition director to get involved in judging discussions or decisions. Any competition director who tries to influence judges to assess or not assess penalties, may be put on a probationary status and/or lose directing privileges.

10. **Audio Judging:** Audio recordings **will be used at all qualifying competitions.** Share the audio files with each competing school. Share the audio files with the UHSAA.

11. **Scanning Score Sheets:** The competition director will scan all technical sheets where a penalty is given and send them to [jwhittaker@uhsaa.org](mailto:jwhittaker@uhsaa.org) within 24 hours after the conclusion of the competition.

12. **Reporting Competition Results:** The competition director will need to complete the Competition Results Declaration form and email to [jwhittaker@uhsaa.org](mailto:jwhittaker@uhsaa.org) within 24 hours of the conclusion of the competition.

13. **Judge Evaluation Sheet:** The competition director will need to complete a Judge Evaluation Form and submit it through a google form at the conclusion of the competition.

Drill Competition all 1A, 2A, 3A, 4A and 5A schools will compete in military, dance and kicAt the 2010 Sta