

# COMPETITION DIRECTORS MEETING

August 2021



- **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 & Content 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 nine (9) judges for each qualifying competition.
  - Region Competitions will be sent 1 panel of 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.
  - 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 make arrangements 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 extrapayments, 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 line-up props, 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 – within 24 hours of the conclusion of the competition.

Submission Deadline - SATURDAY, JANUARY 22, 2022 immediately following the competition.

- Questions
  - Jan Whittaker – [jwhittaker@uhsaa.org](mailto:jwhittaker@uhsaa.org) / 801-510-0587