

COMPETITION DIRECTORS MEETING

August 2018



- ❑ Competition Packet Contents
 - Masters (for you to make copies) – can be found at www.uhsaa.org
 - UPDATED Judging/Penalty/Difficulty/Declaration Sheets (Military, Dance & Kick)
 - Master Sheets
 - Auxiliary Routine Score Sheets
 - Region Competitions ONLY
 - Region Competition Declaration Form
 - Judges Evaluation Form – for Competition Directors
 - Sportsmanship & Scoring sections of the UHSAA handbook
- ❑ Judges
 - Region Competitions
 - Meet with your region coaches EARLY to submit “Judge Requests” to Kellie in time.
 - You will be emailed a list of nine (9) judges for each region and what they are expecting to be paid (judging fee and mileage).
 - Arbiter Pay
 - The head judge will be assigned by the arbiter.
 - Make arrangements ahead of time for someone to call Drill Down.
 - If this person is a judge they usually get an extra \$10.00.
 - Invitational Competitions
 - Invitational competition directors are responsible for hiring their own judges. ONE new judge should be hired per panel. UHSAA asks that you do the following:
 - Do not have a state routine (FINALS) judge work the same classification they will be judging at the state competition (6A, 5A, 4A, 3A, 2A or 1A).
 - State penalty judges are encouraged to judge the same classification as they will be judging at state.
 - Email a finalized list of your judges to Jan Whittaker at UHSAA via the Competition Director Planning Sheet.
 - Hire a dedicated “Scanner” (not the tabulator) to scan all MILITARY and DANCE score sheets.
 - Invitationals should plan to purchase a scanner that is capable of doing two-sided scans, or make sure one is available to borrow one for their event.
 - Scanned score sheets should be organized into specific judge folders.
 - Judges folders should be emailed to Jan Whittaker at the same time the Competition Director Planning Sheet is.
 - All sanctioned UHSAA competitions must use a certified competition director, five (5) certified routine judges, three (3) certified technical judges, one (1) difficulty judge (*for applicable categories*) and a certified tabulator in all classifications. *Five routine judges are not required in the solo category.* When teams compete facing both sides of the gym, there should be three (3) certified technical judges on each side.
 - Only eligible members of high school drill teams may compete in the solo competition.
 - OUTSIDE FOOD and DRINKS: **Teams** should be allowed to bring in small amounts of food/water to get them through the day.
 - **All solo/auxiliary divisions must follow the same 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.
 - ❑ 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
 - MONEY IS TIGHT!!!
 - Regions competitions are becoming too expensive to run and are on the verge of extinction! We need to cut costs.
 - No more judges or coaches/team gifts or expensive meals!
 - However, if your region does approve meals for officials, let the judges and tabulator know so they are prepared.
 - **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.
- Host School
 - Make arrangements to visit the host school and meet the administrators, custodians, athletic director, etc.
 - ARBITER PAY – Be sure to communicate with the right people on setting up an event, entering judges pay, etc.
 - It is your responsibility as the CD 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.)
 - Decide where everything is going to go.
 - 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.).
- You MUST hold a COACHES and JUDGES meeting prior to the start of the competition.
 - Tie Breaker Rule
 - Go over handbook instructions.
 - There should NEVER be any form of discussion between judges on who will win the tie. 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 THINGS TO REMEMBER with coaches prior to the competition.
 - Review Competition Director, Judge, and Tabulator PROTOCOL with all involved parties prior to the competition.
- **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 (send, email or fax all to UHSAA attn. Jan Whittaker)
 - Region Judge Requests (to Kellie) – by midnight on the first Friday in November (2nd)
 - Competition Director Planning Sheet – shortly after completion of competition
 - Region Competition Declaration Form – by midnight on Saturday, January 26, 2019
 - Region Tabulation Sheets - by midnight on Saturday, January 26, 2019
- Questions
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