

2008 CYO Track Meets - Procedural Changes

From: **Jim Kalla** (jimkalla@hotmail.com)

Sent: Mon 3/31/08 5:12 PM

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 [spreadshe...doc \(35.9 KB\)](#), [CYO5-6.xls \(80.6 KB\)](#), [CYO7-8.xls \(81.1 KB\)](#)

March 31, 2008

From: Jim Kalla, CYO Track Commissioner

To: CYO Track Parish/School Program Coordinators

Subject: Track Meet Procedural Changes

**THIS IS AN EXTREMELY IMPORTANT MESSAGE – PLEASE TAKE THE TIME TO READ THROUGH IT ENTIRELY. WHEN YOU HAVE COMPLETED READING THIS MESSAGE, PLEASE SEND ME A RETURN EMAIL MESSAGE (to [jimkalla@hotmail.com](mailto:jimkalla@hotmail.com)) CONFIRMING THAT YOU HAVE READ THE MESSAGE, UNDERSTAND ITS CONTENTS AND WILL COMPLY WITH THE CHANGES THAT WILL GO INTO EFFECT FOR THE 2008 CYO TRACK SEASON.**

In an effort to improve the operation and efficiency of our meets, CYO and the Invitational Youth Track meets will begin upgrading the timing and meet management equipment over the next two years. As a first step, the meet directors for the Invitational Meets and the CYO City Championship Meet have unanimously decided to purchase and use “Easy Ware Track & Field Meet Management” software for the 5<sup>th</sup>/6<sup>th</sup> and 7<sup>th</sup>/8<sup>th</sup> grade portions of their meets for the 2008 Track Season. It is hoped that the use of this software will help speed up and improve the calculations and reporting of results for the 5<sup>th</sup>/6<sup>th</sup> and 7<sup>th</sup>/8<sup>th</sup> grade portions of our meets. Note – there will be no change in the operation of the K/1/2 and 3<sup>rd</sup>/4<sup>th</sup> grade portion of our meets; operating procedures for the K/1/2 and 3<sup>rd</sup>/4<sup>th</sup> portion of our meets will remain the same.

The adoption of computerized meet management software for the 5<sup>th</sup>/6<sup>th</sup> and 7<sup>th</sup>/8<sup>th</sup> grade portions of our meets **will require coaches to pre-register** each team member at these grade levels along with the events in which he/she will participate. A registration template / spreadsheet will be made available on the Cincinnati CYO Track Bulletin Board web-site ( <http://cincyotrack.4t.com> ) before each meet which can be completed and emailed to the meet director. (I have included a copy of the spreadsheet and instructions with this message for your viewing.) This pre-registration information will be due by 9 PM Wednesday before each weekend meet. Corrections to previously submitted pre-registration information

will be accepted by the meet director up to 6 PM on Thursday before each weekend meet. While this pre-registration process is simple and pretty much self explanatory, we will hold a one-time training session on how to fill out the pre-registration information this Thursday, April 3<sup>rd</sup>, at 7:00 PM at St. Catharine of Sienna, 3324 Wunder Ave, Cincinnati, OH 45211. If you feel you or your coaches have a need for this training, please send me an email (to [jimkalla@hotmail.com](mailto:jimkalla@hotmail.com)) advising me how many people from your program will be attending this training.

Secondly, the pre-registration fee for each participant will now be **\$3 at all grade levels**. (This increase in meet entry fees -the first increase in over 20 years - will be used to upgrade the timing and meet management equipment used at our meets.)

For grades 5 through 8, we will offer the opportunity to register participants up to ½ hour before the scheduled start time on the day of a meet. The day of meet registration fee will be \$4 per participant. The fee for day of meet event changes for pre-registered participants will be \$1 per event per participant. The meet directors reserve the right to accept or deny day of meet registrations / changes after the ½ hour pre-meet cutoff time and to determine the proper registration fee for the late additions / changes. For the new meet management software to work effectively, it is important that coaches pre-register as many athletes as possible. Meet directors also reserve the right to charge additional fees to coaches with a significant number of day of event registrations / changes.

For grades K through 4, as you have done in the past, simply report the number of your participants to the press box during the meet.

It is our intention to post a pre-meet heat listing of all events on the Cincinnati CYO Track Bulletin Board web-site ( <http://cincyotrack.4t.com> ) before each meet.

Jim Kalla, CYO Track Commissioner