

SOUTH DAKOTA SWIMMING, INC.

POLICIES AND PROCEDURES

As Amended 4-17-10
 With updates/corrections as of 7-8-10
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SOUTH DAKOTA SWIMMING, INC.
POLICIES AND PROCEDURES

This Policies and Procedures Manual for South Dakota Swimming, Inc., including all exhibits referred to herein, is incorporated in the Bylaws through the various references therein.

RULE 1
MEMBERSHIP/REGISTRATION

- 1.1 Members' Responsibilities - All Members of SDSI shall abide by the codes of conduct and ethics, policies, procedures, rules and regulations adopted by USA Swimming and SDSI. Group Members may be held responsible for infractions. (See SDSI Bylaws 602.2).
- 1.2 Club, group and organization members
- (1) Year-round membership – Membership in both USA Swimming and South Dakota Swimming, Inc. extends from January 1 through December 31. Each club, group or organization must submit a charter application, a copy of which is attached, and a fee of \$90.00 (\$70.00 for USA Swimming; \$20.00 for South Dakota Swimming, Inc.) to the Membership/Registration Coordinator in accordance with the Coordinator's timetable.
 - (2) Seasonal membership – Membership in both USA Swimming and South Dakota Swimming, Inc. extends from April 1 through August 31 (150 days). Each club, group or organization must submit a charter application, a copy of which is attached, and a fee of \$70.00 (\$50.00 for USA Swimming; \$20.00 for South Dakota Swimming, Inc.) to the Membership/Registration Coordinator in accordance with the Coordinator's timetable. (5/06/07)
 - (3) The USA Swimming portion of the membership/registration fee will increase \$1.00 per year through the 2014 swimming season unless changed by USA Swimming. (4/22/06)
 - (4) Membership Renewals – Membership renewal requests received after the Membership/Registration Coordinator's cut-off date will be subject to the following additional charges:
 - (a) Year-Round Teams: Registrations postmarked and received:
 - After November 1 - \$50.00 fee;
 - After November 15 - \$100.00 fee;
 - After December 1 - \$150.00 fee,
 - (b) Seasonal Teams: Registrations postmarked and received:
 - After May 15 - \$50.00 fee;
 - After June 1 - \$100.00 fee;
 - After June 15 - \$150.00 fee.No registrations will be processed until the fee is received.

- (5) House of Delegates representation – Each group member shall appoint from its membership a representative and two alternates to the House of Delegates. Each such representative and alternate shall be a member of USA Swimming and South Dakota Swimming, Inc. Such appointment shall be in writing, duly certified by the chief executive officer or secretary of the appointing member. The appointing member may withdraw its representative or one or more of its alternates by written notice, addressed to the secretary and signed by the chief executive officer or secretary of the appointing member and substitute a new representative or new alternate(s). An appointment form is attached as **Exhibit #1**
 - (6) Registration form – All organizations eligible to apply for membership shall do so using a format approved by South Dakota Swimming, Inc. Such membership shall become effective when the application has been approved by South Dakota Swimming, Inc. and any currently required dues or fees are paid. A registration form is available from the “Registration page” of SD Swimming’s website: sdswimming.org.
- 1.3 Athlete Members - All swimmers must be registered as Athlete Members of USA Swimming and follow USA Swimming Rules regarding registration and eligibility. (See Articles 203, 302-303). On-deck registration at a meet will be permitted for an additional \$10.00 fee if appropriate documentation is shown. (4/26/08)
- (1) Year-round membership – Membership in both USA Swimming and South Dakota Swimming, Inc. extends from January 1 through December 31. Annual fees for 2010 are \$51.00 (\$46.00 for USA Swimming; \$5.00 for South Dakota Swimming, Inc.) to be submitted to Membership/Registration Coordinator, in accordance with the Coordinator’s directives. Registrations must be submitted by e-mail. Directions are found on the “Registration Page” of SDSI’s website: sdswimming.org.
 - (1) Seasonal Membership -- Membership in both USA Swimming and South Dakota Swimming, Inc. extends from April 1 through August 31. Annual fees for 2010 are \$31.00 (\$26.00 for USA Swimming; \$5.00 for South Dakota Swimming, Inc.) to be submitted to the Membership/Registration Coordinator in accordance with the Coordinator’s directives. (10-13-07) Registrations must be submitted by e-mail. Directions are found on the “Registration page” of SDSI’s website: sdswimming.org.
 - (2) The USA Swimming portion of the membership/registration fee will increase \$1.00 per year through the 2014 swimming season unless changed by USA Swimming. (4/22/06)
- 1.4 Non-athlete members – South Dakota Swimming, Inc. will register those who intend to actively participate in SD swimming, but not those who merely desire membership privileges in other states or LSCs. (4/22/06)

- (1) Individuals – Membership in both USA Swimming and South Dakota Swimming, Inc. extends from January 1 through December 31. Annual fees for 2010 are \$50.00 (\$46.00 for USA Swimming; \$5.00 for South Dakota Swimming, Inc.) to be submitted to the Membership/Registration Coordinator in accordance with the Coordinator's Directive.
- (2) Families – Family membership in both USA Swimming and South Dakota Swimming, Inc. extends from January 1 through December 31. Annual fees for 2010 are \$95.00 (\$90 for USA Swimming; \$5.00 for SDSI) to be submitted to the Membership/Registration Coordinator in accordance with the Coordinator's directives.
- (3) The USA Swimming portion of the Membership/Registration fee will increase \$1.00 per year through the 2014 swimming season unless changed by USA Swimming. (4-22-06)
- (4) Lifetime Membership - The USA Swimming fee for Lifetime Membership registration is currently \$1005.00.

RULE 2 SANCTIONS

2.1 Meet Planning – (4/17/10)

- (1) Meets should be planned to comply with USAS Rules and terminate within a maximum period of 8 hours of competitive events (102.1) or 4 hours for swimmers 12 years and younger (205.3F).
 - (a) Exclusions -
 - The 4-hour limit does not apply to championship meets
 - The time limits do not include warm-ups
 - The time limits do not include delays due to equipment breakdown, weather, emergencies, facility problems or other things beyond the control of those running the meet.
 - (b) Planning Steps – To comply with Rules 102.1 and 205.3F:
 - Consider using fly-over starts for all events
 - Consider limiting the maximum number of events per swimmer
 - Consider limiting the number of swimmers
 - Consider eliminating some events
 - Consider combining boys and girls events
 - Consider adding a session or day to the meet
- (2) Change of Program – SD Meets must comply with USAS Rule 102.8. Once the meet is sanctioned and the announcement is distributed, changes shall not be made to the order of events, entry provisions or starting times.

The following amendment to 2.1 (2) will be proposed at the 9-18-10 LSC House of Delegates Meeting:

- (2) Change of Program – ~~SD Meets must comply with USAS Rule 102.8.~~ Once the a meet is sanctioned and the announcement is distributed, **any changes made must shall not be made to the order of events, entry provisions or starting times. comply with USA Swimming Rule 102.8.**
- (3) Meet Set-Up/Seeding Suggestions for Hy-Tek Meet Manager:
- (a) Enter Events allowing for
 - 30 seconds between heats
 - 20 seconds between heats if fly-over starts are used
 - an additional 15 seconds for backstroke events
 - up to 2 minutes between events which require timers to go to other end of the pool
 - (b) Import swimmers' entries in the order they are received.
 - (c) Run a timeline after all entries are in. If the timeline exceeds the 4 or 8 hour limit:
 - (d) Delete entries (beginning with the team's entries received last) until the timeline indicates that the meet would end within the allotted time.
- (4) The host club must notify the Coaches of teams, and unattached swimmers attending if their entries were not accepted in order to comply with the USAS Rules (102.1 or 205.3F).
- (5) The host club will refund all fees for entries not accepted.
- (6) The host club will send a copy of heat sheets showing the timeline to the Sanction Coordinator and Coaches of swimmers attending to verify that the planned meet complies with USAS Rules 102.1 and 205.3F.
- (7) The Host club will refund fees for events or swims that were completed if the Meet Referee stopped the meet to comply with the time limit Rules (102.1 or 205.3F).
- 2.2 General requirements – Sanctions for events within the Territory of South Dakota Swimming, Inc. shall be sanctioned in accordance with USA Swimming Article 202.
- 2.3 Pre-Meet Requirements -
- (1) Officials List
- (a) An applicant for a meet sanction shall submit the complete meet information, warm-up schedules and procedures required under USA Swimming Article 202.2.8 and 202.2.9 and shall also provide a list of the persons expected to serve as meet directors, referee, marshal, starter and head stroke and turn judge.

- (b) An applicant for a time trial not being held in conjunction with a separately sanctioned meet shall submit a list of the persons expected to serve as referee, starter and head stroke and turn judge.

(2) Deadline

- (a) Sanction applications for time trials not being held in conjunction with a separately sanctioned meet must be mailed to South Dakota Swimming, Inc. Sanction Coordinator at least five (5) days prior to the intended date of the time trial.
- (b) Sanction applications and fees for all other events, including time trials being held in conjunction with a separately sanctioned meet, must be mailed to the South Dakota Swimming, Inc. Sanction Coordinator at least 45 days prior to the start of the event. (9/23/06)
- (c) A \$100.00 Fine will be imposed if the sanction application and fee is not received 30 days prior to the meet. (9/20/09)
- (d) No meet invitation shall be mailed to invitees until a sanction number has been obtained.

(3) Sanction Fee (9/23/06) (9/20/09)

- (a) All events with entry fees - \$25.00
- (b) There will be no additional charge if time trials are held at a meet.
- (c) There will be no additional charge for obtaining a separate time trial sanction for B/C Championship Meets and Championship Meets.
- (d) The \$25 sanction fee for **State Run** Championship Meets is the responsibility of the LSC and will be recorded internally on the books and records of the LSC. No separate check is required to be sent to the Sanctions Coordinator with the sanction application.

- (4) Pre-Meet Reconciliation Report - So that athletes' USA Swimming membership can be verified, the host team must e-mail a pre-meet reconciliation report to the Membership/Registration Coordinator no later than the Monday before the meet begins. (5/06/07)

2.4 Post-Meet Requirements -

- (1) On Deck Registrations - Any on-deck USA Swimming registrations and \$10.00 deck registration fees must be mailed by the host team to the Membership/Registration Coordinator immediately after the meet. (5/06/07)
- (2) Post-Meet Reconciliation Report – The host team must e-mail the post-meet reconciliation report to the Membership/Registration Coordinator within one week following the meet or a \$50.00 fine will be imposed. The team will not be allowed to host another meet until the fine is paid to the LSC. (5/06/07)

- (a). False Registration – Per USA Swimming Rule 302.4, SDSI may impose a fine of \$100.00 per athlete against a member club submitting a meet entry which indicates a swimmer is registered with USA Swimming when that swimmer or the listed club is not properly registered. (4/26/08)
 - (b). A host Member Club may also be held responsible for rule infractions per SDSI Bylaw Article 602.2.2. (4/26/08)
- (3) Results – The host organization shall submit a copy of results to the Top 16/ Records Coordinator within 5 days of the conclusion of the meet.
 - (4) Head Tax - The host team shall send the SD Head Tax (\$3.00 per swimmer) and the Head Tax Report to the LSC Treasurer within 14 days of the conclusion of the meet. (10-13-07)
 - (5) Swim Meet Financial Summary - USA Swimming Rule 202.2.10 requires all teams to which a sanction has been granted, to send to the LSC Treasurer, within 45 days after the event, a financial statement setting forth all receipts and disbursements in connection with the sanctioned event. In addition, no sanction shall be issued thereafter to a team who has failed to file the LSC this financial statement until such time as the statement is filed. (10-13-07)
- 2.5 Forms – The following attached forms are also found on the “Forms page” of the SDSI website: sdsimwimming.org. A Meet Sanction Application form is attached as Exhibit #2. A Sanction Checklist is attached as Exhibit #3. A Meet Invitation Template is attached as **Exhibit #4**. A Head Tax Report form is attached as **Exhibit #5**. A Swim Meet Financial Summary form is attached as **Exhibit #6**.

RULE 3 CENTRAL ZONE

- 3.1 South Dakota Swimming, Inc. is a member of the Central Zone which conducts a Central Zone Championship Meet each August.
- 3.2 Annual Meeting – The Central Zone’s annual meeting is held in conjunction with the annual meeting of USA Swimming, generally in September of each year.
- 3.3 Dues – SDSI shall pay zone dues, currently \$100.00/year, to the Zone Secretary-Treasurer at least thirty (30) days prior to the annual meeting.
- 3.4 Rules – SDSI will comply with the governing rules for the Central Zone contained in the Central Zone manual.
- 3.5 Zone Championship Meet

- (1) Dates – The zone meet, a four-day meet, is held within the first two full weekends in August.
- (2) Only current, USA Swimming, year-round athletes, 18 years and under, are eligible.
- (3) Qualification and Selection
 - (a) SDSI will follow all Central Zone Policies in selection of Zone participants.
 - (b) AAA Time Standard is the automatic qualifier. If SD LSC does not have enough AAA qualifiers, the zone coaching staff may select the fastest non-qualifiers to fill spots on the team.
 - (c) Open water swimmers must have an A time in the longest recognized freestyle event for their age group, or be a participant in an individual or relay pool event.
- (4) Travel Funds – South Dakota Swimming, Inc. shall budget money for the Central Zone Championships. The amount should include \$50 per session for each of 3-4 coaches selected by the LSC, a reasonable sum for coaches' travel and food, and a reasonable sum for zone caps and t-shirts. If possible, there should be some amount budgeted to defray travel and/or lodging expenses of athletes, coaches and chaperones.

3.6 Zone Committee (9-20-08)

- (1) Six (6) LSC members shall serve on the committee:
 - The Senior Vice-Chair (Committee Chair)
 - The previous Zone Head Coach
 - The previous Zone Head Chaperone
 - The Zone Head Coach selected for the coming year
 - One appointed parent. (Two parents will be appointed if the Head Coach selected remains the same).
 - The Treasurer
- (2) Application to be a coach at the Zone Meet must be submitted to the General Chair at least 30 days prior to the Spring LSC Meeting. (9-20-08)
- (3) The All-Star / Zone Coach Application, EXHIBIT #11, is also available on the “forms” page of the SDSI website
- (3) The Zone Committee and Zone Coaches shall be appointed by the General Chair, with the advice of the Age Group Vice-chair and the Senior Athlete Rep. and shall be announced at the Spring Meeting of the LSC. (9-20-08)
- (4) The Zone Committee's duty shall be to plan and coordinate (or assign responsibility for planning and coordinating) all aspects of zones, including travel,

transportation, uniforms, training arrangements and budgeting. The committee will present zones information including the above information at the Spring LSC Meeting preceding the Zone Meet.

RULE 4
OFFICIALS' POLICIES AND PROCEDURES
(Amended 9/23/06, 5/6/07 and 4/26-08)

4.1 TRAINING, CERTIFICATION AND DUTIES

- (1) Marshal
 - (a) Duties – See USA Swimming Rule 102.19
 - (b) Training Requirements – Pre-meet briefing.
 - (c) Certification – None.
 - (d) Minimum Age – 18.
 - (e) Continuing Education – Serve as Marshal at least one session per year (recommended).

- (2) Timer
 - (a) Duties – See USA Swimming Rule 102.16.3.B and C.
 - (b) Training Requirements –
 - 1. Pre-meet briefing
 - 2. Continuing supervision by Head Timer
 - 3. USA Swimming Timer's test (optional).
 - (c) Certification – None.
 - (d) Minimum Age – 11.
 - (e) Continuing Education – Serve as Timer at minimum of four sessions per year (recommended).

- (3) Head Timer
 - (a) Duties – See USA Swimming Rule 102.16.3.A
 - (b) Training Requirements
 - 1. Timer at four sessions (optional)
 - 2. Recommendation from Head Timer or Meet Referee
 - 3. USA Swimming Timer's Test (optional)
 - (c) Certifications – None
 - (d) Minimum Age – 18
 - (e) Continuing Education – Serve as Head Timer at minimum of two sessions per year (recommended).

- (4) Stroke & Turn Judge
 - (a) Duties – See USA Swimming Rule 102.15.3, .4 and .5

- (b) Training Requirements
 1. Formal Clinic
 2. USA Swimming Stroke and Turn Judge Test
 3. 12 hours as an on-deck apprentice with a trainer during at least two sanctioned meets. Apprentice time should include working all 4 strokes plus the IM. (5/06/07)
 - (c) Certification Requirements
 1. Complete training within one year of clinic
 2. Recommendation of trainer and/or Meet Referee
 3. USA Swimming membership (USA Swimming rule 202.3.3).
 4. Renewal – work a minimum of four sessions each year in minimum capacity of stroke & turn judge; favorable evaluation by officials chair.
 - (d) Minimum Age – 18, provided no person shall serve as a stroke and turn judge at a meet in which he or she is competing.
 - (e) Continuing Education – Clinic, pre-meet briefing and/or USA Swimming Stroke and Turn Judge Test (recommended).
- (5) Chief Judge and Assistant Chief Judge
- (a) Duties – See USA Swimming Rule 102.15.1
 - (b) Training Requirements – Minimum of one year’s experience as certified stroke and turn judge.
 - (c) Certification Requirements – One year’s experience as certified stroke and turn judge.
 - (d) Minimum Age – 18.
 - (e) Continuing Education – Same as stroke and turn judge certification above.
- (6) Relay Take-off Judge
- (a) Duties – See USA Swimming Rule 102.15.6
 - (b) Training Requirements – Must be certified stroke and turn judge.
 - (c) Certification Requirements – Part of stroke and turn judge certification, above.
 - (d) Minimum Age – 18
 - (e) Continuing Education – Same as stroke & turn judge certification, above.
- (7) Starter
- (a) Duties – See USA Swimming Rule 102.14
 - (b) Training Requirements
 1. Clinic
 2. USA Swimming Starter’s Test
 3. Work five (5) sessions as certified stroke and turn judge
 4. 15 hours on-deck apprenticeship with Starter trainer(s).

- (c) Certification Requirements – Part of stroke and turn judge certification
 1. Recommendation of trainer(s) and/or Meet Referee(s)
 2. USA Swimming Membership (202.3.3)
 3. Renewal – work a minimum of four sessions per year in minimum capacity of starter; favorable evaluation by Officials Chair.
 - (d) Minimum Age – 18
 - (e) Continuing Education – Clinic, pre-meet briefing and/or USA Swimming Starter Test (recommended.)
- (8) Referee and Assistant Referee
- (a) Duties – see USA Swimming Rule 102.13
 - (b) Training Requirements
 1. Attend Referee’s Clinic
 2. Minimum or one-year’s experience as certified stroke and turn judge or starter.
 3. Familiarity with all meet positions, including certified officials, marshal, timer, announcer.
 4. 80% score on all sections of USA Swimming Officials’ tests.
 5. On-deck apprenticeship totaling 20 hours served over at least three (3) sanctioned meets under at least two (2) different referee trainers.
 - (c) Certification Requirements
 1. Recommendation of Referee trainers
 2. USA Swimming Membership (202.3.3)
 3. Renewal – Work as certified official at a minimum of six(6) sessions per year, including at least one session as a referee; favorable evaluation by Officials Chair.
 - (d) Minimum Age – 21.
 - (e) Continuing Education – Attend clinic or take test every two (2) years.

4.2 RESPONSIBILITIES AND JURISDICTION

- (1) Responsibility – The responsibilities, duties and authority of each official’s function is described in the USA Swimming Rulebook Part One.
- (2) Jurisdiction – Except as otherwise required or mandated by USA Swimming rules, the scope of each official’s jurisdiction shall be that assigned by the Referee or Chief Judge prior to each session of a meet.

4.3 STATE MEET OFFICIATING STANDARDS

- (1) The meet director of a state championship meet shall solicit from each participating team a list of certified officials who would be willing to work

at the meet. Before assigning a referee, starter or chief judge of the state meet, the meet director may confer with the Officials Committee or Chair.

- (2) The meet referee of the State A-B Championships shall have a minimum of N2 certification. (4/26/08)
- (3) The meet referee and/or chief judge shall attempt to use a variety of stroke and turn personnel to insure a diversity of involvement.
- (4) During state championship meets there shall be a minimum, the following officials working at all pertinent times:

1 Referee, 1 Starter, 1 Chief Judge, 1 Head Timer, 1 Marshal, 2 timers per lane, 2 stroke judges, 2 turn judges.

Furthermore, there shall be dual confirmation relay take-off judging consisting of a judge on each side of the pool and a judge for every two lanes on the exchange ends. An assistant referee is optional.

- (5) The Officials Committee shall periodically review the time standards for the LSC's championship meets and make recommendations for revision to the House of Delegates.

4.4 BEHAVIOR/PROTESTS

- (1) Officials who have the power of disqualification should attempt to maintain the appearance of impartiality while working at a meet.
- (2) Officials, in accordance with USA Swimming Rule 102.10.2, should make a reasonable effort to advise a swimmer and/or coach of the disqualification.
- (3) Protests are governed by USA Swimming Rule 102.11
- (4) The referee can overrule a judgment call only if the referee actually observed the action that is the basis of the decision; however, the referee can overrule any decision that is a matter of rules interpretation. See USA Swimming Rule 102.13.1

4.5 USA SWIMMING MEMBERSHIP FEES AND RECIPROCITY

- (1) SD Swimming will pay the USA Swimming membership fees for up to two (2) certified officials for each member club.
- (2) South Dakota Swimming shall honor and fully recognize the credentials of all officials who are currently certified under another LSC's jurisdiction, provided the other LSC has a similar policy.

4.6 OFFICIALS COMMITTEE

- (1) The Officials Committee shall keep a current list of all certified officials in the state of South Dakota and make it available to each member club.
- (2) The committee shall also be responsible for arranging officials clinics, appointing an officials committee liaison on each member club and keeping member clubs informed of proposed or pending rule changes that affect officials' responsibilities.
- (3) The committee shall also work with meet directors to help provide adequate officiating at all meets within the LSC's jurisdiction; further, the committee shall encourage other officials, coaches and/or a team representative to provide the committee with evaluations of officials' work.
- (4) The LSC Officials Committee shall keep all member clubs informed of the requirements for obtaining certification to officiate at a regional and/or national level.

RULE 5 AWARDS

- 5.1 South Dakota Swimming Scholarships – Each year the Scholarship Committeemay award up to two (2) \$500.00 College scholarships to high school seniors in recognition of their contribution to the sport of swimming through competition and team leadership.
- (1) Eligibility – Applicants must be high school seniors who are continuing with formal education in the fall following their graduation from high school. Preference is accorded to those intending to continue swimming competitively.
 - (2) Applications – Each applicant must submit a personal data form, a copy of which is attached, a recommendation from his/her coach, recommendations from 2 adults not related to the swimmer, and a concise essay (typewritten) specifying the applicant's perceptions of and contributions to the sport of competitive swimming, as well as the applicant's aspirations in not only swimming but also life in general. Applications must be submitted by the first day of the Long Course B/C Championship Meet or the Friday prior to the Long Course State Championship Meet. The actual date will be on the application form for each year. An application / personal data form is attached hereto as **Exhibit #7**.
 - (3) Scholarship Committee – The Senior Division Vice-Chair shall chair the three-person Scholarship Committee and shall appoint one member coach and one member parent to serve on the committee each year.

- (4) Presentation of award – The scholarship(s) shall be announced at the State Long Course Championship Meet.
 - (5) Payment of scholarships – The scholarship monies shall be paid directly to the recipient’s school.
- 5.2 Ernie Gunderson Award – This annual award is given in memory of Ernie Gunderson, of Rapid City, whose enthusiasm and generosity as a competitor, fan, coach and father greatly aided the development of the sport of competitive swimming in South Dakota. The award is sponsored by the Robert S. Golden family of Sioux Falls.
- (1) Eligibility – The award is given to a person who has made an outstanding contribution in a non-swimming capacity to the advancement of competitive swimming in South Dakota.
 - (2) Nominations – Nominations shall be submitted to the Ernie Gunderson Committee before July 1 and shall include a brief statement of the nominee’s contributions.
 - (3) Ernie Gunderson Committee – The committee to select the recipient of the award shall include the Age-Group Vice-Chairman, the Summer Teams Chairman, the senior athlete representative and the coach representative senior in term.
 - (4) Presentation of the award – The Ernie Gunderson Award shall be announced and presented at the State Long Course Championships.
- 5.3 Coaches Award – Annual award given to the Seasonal Teams coach and to the Year-Round coach who have exemplified the qualities of competence, sportsmanship and dedication.
- (1) Eligibility - Any head or assistant coach who has actively coached a registered club within South Dakota Swimming, Inc. territory during the current long-course or previous short-course season.
 - (2) Nominations – Any member of South Dakota Swimming, Inc. may submit a nomination along with any supporting information to the General Chairman by July 15.
 - (3) Selection Committee – The committee shall consist of the General Chair, the previous year’s recipient and the Senior Athlete Representative. (5/06/07)
 - (5) Presentation - The awards will be presented at the SD Long Course Championship Meets.
- 5.4 Athlete Travel Reimbursement Fund (9-20-08)
- (1) Athlete Requirements –

- (a) The athlete must be a member in good standing of a SD Swimming chartered swim club, or registered as an unattached swimmer.
- (b) The athlete must swim in at least two SD sanctioned meets in the season that they are requesting reimbursement.
- (c) An athlete who has competed in SD swim meets and was a registered athlete of SDSI for a period of 5 years is only required to swim in one SD sanctioned meet per season.
- (d) An athlete may only be reimbursed for one meet per season.
- (e) The reimbursement request must include the page(s) from the final results showing the name of the athlete in the event(s) in which he/she competed.
- (f) Reimbursement request forms must be sent to the SDSI Treasurer by the following deadline dates:
1. Winter SC Season request forms are due by the Spring LSC Meeting.
 2. Summer LC Season request forms are due by the Fall LSC Meeting.
- (g) Request forms received after the deadline dates will not be eligible for reimbursement.
- (2) Guidelines for Travel Reimbursement Awards –
- (a) The maximum reimbursement for national meets shall be as follows:
- | | |
|----------------------------------|----------|
| • Olympic Trials | \$500.00 |
| • US Open Championship | \$350.00 |
| • US Short Course Nationals | \$350.00 |
| • USA Junior Nationals | \$300.00 |
| • USA Short Course Jr. Nationals | \$300.00 |
| • NCSA Junior Nationals | \$200.00 |
| • Speedo Sectionals | \$100.00 |
- (b) Relay only swimmers will receive half of the above amounts.
- (c) At the Spring LSC meeting, the above amounts will be reevaluated to see if any changes need to be made.
- (d) In the LSC budget process, a certain dollar amount will be budgeted for the above meets. If requests exceed the budgeted amount, reimbursements will be prorated.

- 5.5 The Athlete Travel Reimbursement Request form is attached as Exhibit #12. (9-20-09)

RULE 6 TRAVEL EXPENDITURES

- 6.1 Travel Committee – The General Chairman shall appoint two (2) non-officer members of South Dakota Swimming, Inc. to serve with the Finance Committee Chairman on the Travel Committee, whose purpose it is to approve all travel expenditures of South Dakota Swimming, Inc.
- 6.2 Application – South Dakota Swimming, Inc. shall not be responsible for the travel, food, lodging, registration or other expenses related to a South Dakota Swimming, Inc. member's attendance at conventions, seminars, clinics, meetings or the like, unless the member, or someone on his/her behalf, submits, in advance, a written request that includes the potential benefit of the expenditure to South Dakota Swimming, Inc.
- 6.3 Report – The member(s) making an approved trip on behalf of South Dakota Swimming, Inc. shall prepare a concise written report for the next meeting of the House of Delegates.

RULE 7 SOUTH DAKOTA LSC RECORDS

- 7.1 Age Groups – Records shall be kept for the recognized list of events according to USA Swimming Article 102.1.2 for each of the following age groups: 8 & Under, 10 & Under, 11-12, 13-14, 15-16, 17-18. SD LSC Age Group Records shall be kept in accordance with USA Swimming Article 104.
- 7.2 Types
- (1) Overall records shall be kept for long-course meters, short-course meters and short-course yards. The records shall be the fastest times swum by an athlete member of South Dakota Swimming, Inc. within or without the South Dakota Swimming, Inc.'s territory in a sanctioned or approved competition.
 - (1) State meet records shall be kept for long-course meters, short-course meters and short-course yards. The records shall be the fastest times swum by an athlete member of South Dakota Swimming, Inc. at the South Dakota Swimming, Inc.'s Long-Course and Short-Course Championships.
- 7.3 Timing Systems – Any overall records or State Meet records established must have been timed according to USA Swimming Article 102.16.
- 7.4 Record submission – Records are updated and uploaded to SD Swimming on a weekly basis. In the event that an achieved record or top 16 time is not reflected accurately

within 30 days of the swim, the coach needs to contact the Records/Top 16 Chair in order to investigate and correct records accordingly.

RULE 8
WARM-UP PROCEDURES
(4-17-10)

The warm-up procedures for all sanctioned competitions within the Territory of South Dakota Swimming, Inc. shall be included in meet invitations. The SD Swimming Warm-Up Procedures are also attached hereto as **Exhibit #8**.

- 8.1 The Meet Marshall and Meet Referee (or their special designees) shall monitor and enforce warm-up procedures.
- 8.2 No team or unattached swimmer may warm-up unless supervised by a USA swimming member coach. Coaches and supervisors shall maintain verbal and visual contact with their swimmers throughout warm-ups.
- 8.3 Warm-ups shall be divided into a general warm-up period and a specific warm-up period. At the LSC Long Course and Short Course Championship Meets, the latter period may include a period for relay take-off practice.
- 8.4 Every reasonable effort shall be made to equalize swimmers/lane during warm-ups. Meet planners will strive for a limit of no more than 20 swimmers per lane for Short Course meets and no more than 25 swimmers per lane for Long Course meets.
- 8.5 General Warm-ups:
 - (1) There will be no diving. Any swimmer who dives in during general warm-ups will be scratched automatically from his/her first individual event of the session.
 - (2) All lanes shall be used only for circle swimming. There shall be no sprint work or pace work.
 - (3) General warm-ups should last a minimum of 30 minutes, unless the Meet Referee determines that a shorter period is necessary to compensate for delays due to weather, equipment/power failure, or emergencies.
- 8.6 Specific Warm-ups:
 - (1) There will be no diving in the two outside lanes. Again, any swimmer who dives in one of the outside lanes during specifics will be scratched from his/her first individual event of the session. The outside lanes shall be used for circle swimming or for pace work.
 - (3) Diving and backstroke starts will be allowed from the starting end of the all lanes except the outside lanes of the pool. In the case of backstroke starts, no swimmer shall be on the starting block until the backstroker has completed his/her start. Swimmers in the inside lanes shall complete one length and walk back to the starting end.
 - (4) Specific warm-ups shall last a minimum of 15 minutes, unless the Meet

Referee determines that a shorter period is necessary to compensate for delays due to weather, equipment/power failure, or emergencies.

- (5) Relay take-offs – During the LSC Championship Meets, the Referee may permit a 5-minute relay take-off practice period, during which the take-off lanes shall be clearly designated and shall be used for nothing other than relay take-off practice at the starting end of the pool. Coaches shall insure that there are no swimmers in the lane other than those involved in the particular relay take-off practice.

8.7 Mid-Meet Warm-ups/Cool-downs:

- (1) Swimmers must be supervised by a USA Swimming member Coach.
- (2) There will be no diving.
- (3) Circle swimming only.
- (4) Coaches will determine which of their swimmers may participate in these sessions regardless of age group.

RULE 9 CHAMPIONSHIP MEETS

9.1 General – The SD State Championship meet is sponsored by and sanctioned under SD Swimming, and run with the cooperation of SD swim clubs. (9-20-09)

9.2 SD LSC Responsibilities (9-20-09)

- (1) Officials Chair will be in charge of filling the positions for Referees, Starters and Stroke & Turn Officials.
- (2) Safety Coordinator will be in charge of filling the position of Meet Marshall, and will ensure that the host facility conforms to safety criteria in USA Swimming guidelines.
- (3) Senior Division Vice-Chair will be responsible for awards.
- (4) Age Group Division Vice-Chair will be responsible for Time Standards
- (5) Sanctions Coordinator will review and assist the Meet Director in preparing the Meet Invitation.
- (6) Jobs shared by all LSC Teams participating include: Timing, Meet Marshall, Announcer, running the timing and computer system,
- (7) The names of the individuals that need to be listed in the program must be submitted at least 30 days prior to the State Meet.

9.3 Host Club Responsibilities (9-20-09)

- (1) Provide written confirmation of the agreement with the pool facility two LSC Meetings prior to the State Meet. The pool must be available from Friday noon until 8:00 p.m. Sunday. The time allotted by the pool facility for each day shall be adequate (based on the previous State Meet's timeline, projected increase in number of entries, and the possibility of delays due to weather, power or equipment failure, or emergencies).
- (2) Block 250 hotel rooms two LSC Meetings prior to the State Meet.
- (3) Meet Set-Up and Tear-Down.

- (4) Provide timing and computer system. (Touch pads at both ends are preferred. Certified pool is preferred).
 - (5) Provide Meet Director, results coordinator and Head Timer.
 - (6) Meet Director will prepare the Meet Invitation (with assistance from the Sanctions Coordinator).
 - (7) Provide Hospitality room for Coaches & Officials.
 - (8) Concessions.
 - (9) Meet program.
 - (10) Receive entries and seed the meet.
- 9.4 Financial Arrangements and Profit Sharing (9-20-09)
- (1) Sanction Fees, the pool facility rental, and the cost of awards will be paid by the LSC. Any other expenses must be approved by the LSC.
 - (2) Profits from sponsorships, ads, programs and concessions will go to the host club.
 - (3) Other profits will be split 75/25 with 75% going to the LSC, 25% to the host club.
- 9.5 Rules – Current USA Swimming and SD Swimming Rules govern all events. These rules apply to SD LSC Long Course Championship Meets, Short Course Championship Meets, and Seasonal Clubs Championship Meets.
- 9.6 Eligibility – This is a closed meet. All swimmers must be current USA Swimming members registered with the South Dakota LSC. Age as of the first day of the Championship Meet determines age group for the entire meet.
- 9.7 Qualifications – There are two ways of qualifying to enter events at the SD State Championship Meet:
- (1) Qualifying Times – Minimum qualifying times must have been swum between the first day of the Championship Meet of the previous year and the entry deadline date for the current year’s Championship Meet. SD State Qualifying Time Standards are attached as Exhibit #10.
 - (a) SD Minimum Qualifying Times are not required for the SD Seasonal Clubs Championship Meet. (10-13-07)
 - (2) SD Qualifying Time “Pass” – 1st and 2nd place finishers in events at the previous B/C Championship Meet will receive a Pass to enter that event at the State Championship Meet. (9-20-09)
 - (a) Swimmers receiving a Pass will be seeded at the minimum SD Qualifying for that event at the State Championship Meet.
 - (b) Passes will not be valid if the swimmer ages up prior to the State Championship Meet.
- 9.8 Warm-up Procedures – (See RULE 8 and Exhibit #9). SD Swimming Warm-up Procedures will be followed. Team lane assignments must be posted at the meet
- 9.9 Meet Format --
- (1) Short Course Championship Meets – All events will be timed finals. (9-20-08)

The meet may be run with age groups split or combined. (9-20-09)

- (2) Long Course Championship Meets – All events will be timed finals. The meet will be run with age groups combined. (9-20-09)
 - (a) The Meet Invitation Template for Short and Long Course Championship Meets is attached as Exhibit #15. (9-20-09)
 - (b) The Orders of Events Templates for Long Course Championship Meets (Combined Format), Short Course Meets (Split Format and Combined Format) are attached as Exhibit #13. (9-20-09)
 - (b) A meet invitation and order of events template for Seasonal Clubs Championship Meets is attached as Exhibit #11. (10-13-07)
- 9.10 Age Groups – The point-scoring age groups shall be 8-under, 9-10, 11-12, 13-14, 15-16 and 17-19. There shall also be a non-scoring 20-Over age group.
- 9.11 Seeding
- (1) Combined Seeding – The 13-14, 15-16, 17-19 and 20-Over age groups shall be seeded together in all events, but scored and awarded separately. Furthermore, the 11-12 age group shall be seeded with the 13-14, 15-16, 17-19 and 20-Over age groups in the 400 meter/500 yard freestyle, although, again, each age group is scored separately.
 - (2) Conversions/Seeding/Conforming Times – At the Long Course Championships, all long course (conforming) times shall be seeded ahead of all short course (non-conforming) times. All short course times will be seeded together as non-conforming times by first converting all short course meter times into short course yard times by dividing by the 1.1 conversion ratio. At the short course meet, all short course times, yards or meters, will be considered conforming times and shall be seeded together ahead of all long course (non-conforming) times. If the meet is held in a 25-yard pool, short course meter times first shall be converted into short course yard times by dividing by the 1.1 conversion ratio. Conversely, if the meet is held in a 25-meter pool, short course times first shall be converted into short course meter times by multiplying by the 1.1 conversion ratio.
 - (3) Seed Committee – The three-person Seed Committee shall include the Championship Meet Director, Referee and a coach of the team whose name is randomly selected by the meet director prior to the meet. The committee shall have jurisdiction over protests concerning entry times and/or seeding. As always, when the issue pertains to a swimmer's eligibility to swim, the swimmer is to receive the benefit of the doubt. If any member of the committee has a conflict of interest in a particular case, the other two members shall appoint an emergency replacement.
- 9:12 Clerk of Course – There will be no clerk of course. Swimmers are responsible for reporting at the correct heat and to the correct lane for their events.

- 9.13 Entries - Each swimmer may enter a maximum of seven (7) individual events, but may swim a maximum of five (5) events per day. The entry sheet shall include time, the date on which the time was swum and the meet at which the time was swum. If non-conforming times are used, the type of non-conforming course (SCY, SCM, LCM) shall be indicated.
- 9.14 Relays
- (1) Number – Swimmers may enter a maximum of one relay per day.
 - (2) Non-qualifiers – Each team is entitled to enter a minimum of one relay per event regardless of swimmers' qualification. However, if a club enters more than one relay in an event, it may have only one (1) swimmer per relay event who has no South Dakota Championship Meet qualifying time.
 - (3) Swimmers receiving a 1st or 2nd place Pass at the previous B/C Championship Meet will be considered a qualifier for relays at the State Championship Meet. (9-20-09)
 - (4) 8-Under Relays – There will not be separate boys' and girls' relay events in the 8-Under age group. Instead, there will be one medley relay event and one freestyle relay event for all 8-Under Swimmers. 8-Under relay teams may comprise any combination of boys and girls.
- 9.15 Time standards – Qualifying times are attached hereto as **Exhibit # 9**.
- 9.16 Proof of Time – All entry times must be proven with complete official meet results upon request of the seed committee or meet director. Unverified or erroneous times may result in disqualification.
- 9.17 Entry Deadline – All entries, including those who qualify at B/C Championship Meet are due at 12:00 noon on the Monday following the B/C Championship Meet. (9/24/05)
Entries and entry fees are to be mailed to the person in charge of entries indicated in the meet invitation.
- 9.18 Fees
- (1) Individual event/splash fees will be the average of splash fees charged at SD meets in the season leading up to the State Championship Meet (excluding the highest and lowest fees) and rounded to the nearest dollar or half-dollar. (9-20-09)
 - (2) \$5.00 per relay event.
 - (3) \$3.00 South Dakota head tax per swimmer. (10-13-07)
 - (4) A per swimmer facility fee may be charged based on the actual rental cost of the facility divided by a reasonable estimate of the number of swimmers attending and rounded to the nearest dollar or half dollar. (9-20-09)
- 9.19 Scoring Method – (5/5/01)

- (1) Individual Events: (1-16th place) 17-15-14-13-12-11-10-9-8-7-6-5-4-3-2-1
- (2) Relay Events: (1-8th place) 34-30-28-26-24-22-20-18

9.20 Awards

- (1) Team – The first, second and third place teams shall receive awards.
 - (a) The percentage award will be awarded to the team with a minimum of seven swimmers that has the highest points per entry ration, calculated after excluding relay points and entries. The percentage award will be based on 1-8th place scoring: 9-7-6-5-4-3-2-1. (9/24/02, 4/22/06)
 - (b) The Jim Vorhees Spirit Award will be presented to the team demonstrating the best sportsmanship and team spirit at the Long Course Championship Meet, and the Y's Men Spirit Award will be presented to the team demonstrating the best sportsmanship and team spirit at the Short Course Championship Meet. (The recipients of the spirit awards will be determined by a 5-person committee comprising a representative from each of five teams drawn at random at the beginning of the meet.)
- (2) Individual – Medals (first through third) and ribbons (fourth through sixteenth) will be awarded for each individual event. Medals (first through third) will be awarded for each relay event. A State Champion patch will be awarded to each first-time winner of an individual event at a South Dakota Championship Meet. Individual event winners who have previously been awarded a patch will receive a rocker.

9.21 Championship Meet Dates –

- (1) Short-Course Championships -- The meet will conclude on the first Sunday in March. The date shall be adjusted earlier or later so that the meet does not fall on the date of a Sectional or National level meet. (10-13-07)
- (2) Long-Course Championships – The meet will conclude on the Sunday prior to the Zone meet. (10-13-07)

9.22 State Meets Rotation Schedule - (9-23-06) (9-20-09)

- (1) South Dakota Summer Long Course Meets Rotation Schedule

YEAR	B/C CHAMPIONSHIP MEET	STATE CHAMPIONSHIP MEET
2007	Rapid City & Sioux Falls	Brookings
2008	Rapid City & Aberdeen	Mitchell
2009	Rapid City & Yankton	Aberdeen
2010	Sioux Falls	Yankton
2011	Brookings	Sioux Falls
2012	Mitchell	Rapid City
2013	Rapid City	Brookings
2014	Aberdeen	Mitchell

2015	Yankton	Aberdeen
2016	Sioux Falls	Yankton
2017	Brookings	Sioux Falls
2018	Mitchell	Rapid City
2019	Rapid City	Brookings
2020	Aberdeen	Mitchell

(2) South Dakota Winter Short Course Meets Rotation Schedule

YEAR	B/C CHAMPIONSHIP MEET	STATE CHAMPIONSHIP MEET
2006-2007	Pierre (Mitchell)	Spearfish
2007-2008	Rapid City & Yankton	Brookings
2008-2009	Spearfish & Brookings	Sioux Falls
2009-2010	*Pierre (Watertown)	Aberdeen
2010-2011	Watertown	Pierre
2011-2012	Sioux Falls	Rapid City
2012-2013	Rapid City	Yankton
2013-2014	Aberdeen	Spearfish
2014-2015	Pierre	Brookings
2015-2016	Spearfish	Sioux Falls
2016-2017	Yankton	Aberdeen
2017-2018	Brookings	Pierre
2018-2019	Watertown	Rapid City
2019-2020	Sioux Falls	Yankton

*The House of Delegates voted to hold only 1 B/C Championship Meet per season and to have the 2009-2010 SC B/C Championship meet in Pierre rather than Watertown.

(3) Whenever a city cannot host a meet as scheduled, the meet is open for bids.

RULE 10
B/C CHAMPIONSHIP MEETS

10.1 General – Unlike the State Championship Meets, the B/C Championship is not co-sponsored by SDSI. Host Clubs receive 100% of any profits and are responsible for all expenses.

- (1) Rules – Current USA Swimming Rules govern all events.
- (2) Philosophy – This meet serves a dual purpose. First, it is a final qualifier meet, providing swimmers a last opportunity to qualify for the State Championship Meet in events in which they have not yet qualified. Secondly, it is a meet in which non-championship swimmers can compete against other similarly qualified swimmers exclusively.

- (3) Eligibility – This is a closed meet. All swimmers must be current USA Swimming members registered with the South Dakota LSC. Age as of the first day of the B/C Championship Meet determines age group for the entire meet.
 - (4) Qualifying Times – In order to be eligible for the South Dakota B/C Championship Meet, the swimmer must not have obtained a State Championship time in the particular event between the first day of the B/C Championship Meet of the previous year and the entry deadline for (or the Monday before) the current year's B/C Championship Meet. Coaches, teams and swimmers are expected to uphold the spirit of the B/C Championship Meet.
 - (5) Warm-up Procedures – SD Swimming Warm-up Procedures, will be followed. (See Rule 8 and **Exhibit #8**). Team lane assignments must be posted at the meet.
- 10.2 Meet Format – All events will be timed finals.
- 10.3 Age Groups – The point-scoring age groups shall be 8-under, 9-10, 11-12, 13-14, 15-16 and 17-19. There shall also be a non-scoring 20-Over age group.
- 10.4 Seeding
- (1) Combined Seeding – The 13-14, 15-16, 17-19 and 20-Over age groups shall be seeded together in all events, but scored and awarded separately. Furthermore, the 11-12 age group shall be seeded with the 13-14, 15-16, 17-19 and 20-Over age groups in the 400 meter/500 yard freestyle, although, again, each age group is scored separately.
 - (2) Conversions/Seeding/Conforming Times – At the Long Course Championships, all long course (conforming) times shall be seeded ahead of all short course (non-conforming) times. All short course times will be seeded together as non-conforming times by first converting all short course meter times into short course yard times by dividing by the 1.1 conversion ratio. At the short course meet, all short course times, yards or meters, will be considered conforming times and shall be seeded together ahead of all long course (non-conforming) times. If the meet is held in a 25-yard pool, short course meter times first shall be converted into short course yard times by dividing by the 1.1 conversion ratio. Conversely, if the meet is held in a 25-meter pool, short course times first shall be converted into short course meter times by multiplying by the 1.1 conversion ratio.
 - (3) Seed Committee – The three-person Seed Committee shall include the Championship Meet Director, Referee and a coach of the team whose name is randomly selected by the meet director prior to the meet. The committee shall have jurisdiction over protests concerning entry times and/or seeding. As always, when the issue pertains to a swimmer's eligibility to swim, the swimmer is to receive the benefit of the doubt. If any member of the committee has a conflict of

interest in a particular case, the other two members shall appoint an emergency replacement.

- 10.5 Clerk of Course – There will be no clerk of course. Swimmers are responsible for reporting at the correct heat and to the correct lane for their events.
- 10.6 Order of Events – The Order of Events will mirror the order used at the State Championship meet (unless one or the other is split by Age-Group). The order of events for LC, SC and SC Split meets is attached hereto as Exhibit # 13. (9-20-09)
- 10.7 The B/C Championship Invite Template is attached hereto as Exhibit #15. (1-24-10)
- 10.8 Individual Entries
- (1) Number – Each swimmer may enter a maximum of seven (7) individual events, but may swim a maximum of five (5) events per day. If non-conforming times are used, the type of non-conforming course (SCY, SCM, and LCM) shall be indicated.
- 10.9 Relay Entries
- (1) Number – Swimmers may enter a maximum of one relay per day.
 - (2) Non-qualifiers – A swimmer may not swim a relay leg that corresponds to an event in which the swimmer has a South Dakota Championship Meet Qualifying Time.
 - (3) 8-Under Relays – There will not be separate boys’ and girls’ relay events in the 8-Under age group. Instead, there will be one medley relay event and one freestyle relay event for all 8-Under Swimmers. 8-Under relay teams may comprise any combination of boys and girls.
- 10.10 Time standards – The South Dakota Championship Meet Qualifying Times, which swimmers must not have achieved, are attached as **Exhibit #9**.
- 10.11 Entry Deadline – Entries must be submitted by e-mail by 6 p.m. on the Monday prior to the meet. Entries and entry fees are to be mailed to the person in charge of entries indicated in the meet invitation. (9-20-09)
- 10.12 Fees
- (1) Individual event fees will be the average Individual event splash fees charged at SD meets in the season leading up to the B/C Championship meet (excluding the highest and lowest fees) and rounded to the nearest dollar or half-dollar. (9-20-09)
 - (2) \$5.00 per relay event.
 - (3) \$3.00 South Dakota head tax per swimmer. (10-13-07)

- (4) A per swimmer facility fee may be charged based on the actual rental cost of the facility divided by a reasonable estimate of the number of swimmers attending and rounded to the nearest dollar or half dollar. (9-20-09)
- 10.13 Scoring Method – Team Points will be determined as follows: (9-20-09)
- (1) Individual Events: (1-16th place) 17-15-14-13-12-11-10-9-8-7-6-5-4-3-2-1
- (2) Relay Events: (1-8th place) 34-30-28-26-24-22-20-18.
- 10.14 Awards
- (1) Team – The first, second and third place teams shall receive awards.
- (a) The percentage award will be awarded to the team with a minimum of seven swimmers that has the highest points per entry average calculated after excluding relay points and entries. The percentage award will be based on 1-8th place scoring: 9-7-6-5-4-3-2-1. (9/24/02, 4/22/06, 9-20-09)
- (b) The Elks Team Spirit Award will be awarded to the team showing the best sportsmanship and team spirit, which will be determined by a 5-person committee comprising a representative from each of 5 teams drawn at random at the beginning of the meet.
- (2) Individual – Rosettes (first through third) and ribbons (fourth through sixteenth) will be awarded to the top sixteen B/C Championship Meet swimmers in each individual event. (5/5/01)
- (3) Relays – Rosettes will be awarded for 1st – 3rd place; ribbons for 4th – 8th place relay teams. (9-20-09)
- (4) SD Qualifying Time Pass – If no swimmer achieves a SD Qualifying Time in an event, the 1st and 2nd place finishers will receive a pass to swim that event at the State Championship meet of that season. (9-20-09) (4-17-10)
- (a) Swimmers receiving a Pass will be seeded at the minimum SD Qualifying Time for that event at the State Championship Meet.
- (b) The Pass will not be valid if the swimmer ages up prior to the State Championship meet.
- 10.15 B/C Championship Meet Dates –
- (1) Short Course B/C Championship Meet – The meet will be held one week prior to the Short Course Championship Meet. (10-13-07)
- (2) Long Course B/C Championship Meet – The meet will be held one week prior to Long Course Championship Meet. (10-13-07)
- 10.16 B/C Championship Meets will be held in SD according to the following State Meets Rotation Schedule (9/23/06) (9-20-09)

(1) South Dakota Summer Long Course Meets Rotation Schedule

YEAR	B/C CHAMPIONSHIP MEET	STATE CHAMPIONSHIP MEET
2007	Rapid City & Sioux Falls	Brookings
2008	Rapid City & Aberdeen	Mitchell
2009	Rapid City & Yankton	Aberdeen
2010	Sioux Falls	Yankton
2011	Brookings	Sioux Falls
2012	Mitchell	Rapid City
2013	Rapid City	Brookings
2014	Aberdeen	Mitchell
2015	Yankton	Aberdeen
2016	Sioux Falls	Yankton
2017	Brookings	Sioux Falls
2018	Mitchell	Rapid City
2019	Rapid City	Brookings
2020	Aberdeen	Mitchell

(2) South Dakota Winter Short Course Meets Rotation Schedule

YEAR	B/C CHAMPIONSHIP MEET	STATE CHAMPIONSHIP MEET
2006-2007	Pierre (Mitchell)	Spearfish
2007-2008	Rapid City & Yankton	Brookings
2008-2009	Spearfish & Brookings	Sioux Falls
2009-2010	*Pierre (Watertown)	Aberdeen
2010-2011	Watertown	Pierre
2011-2012	Sioux Falls	Rapid City
2012-2013	Rapid City	Yankton
2013-2014	Aberdeen	Spearfish
2014-2015	Pierre	Brookings
2015-2016	Spearfish	Sioux Falls
2016-2017	Yankton	Aberdeen
2017-2018	Brookings	Pierre
2018-2019	Watertown	Rapid City
2019-2020	Sioux Falls	Yankton

*The House of Delegates voted to hold only 1 B/C Championship Meet per season and to have the 2009-2010 SC B/C Championship meet in Pierre rather than Watertown.

(3) Whenever a city cannot host a meet as scheduled, the meet is open for bids.

RULE 11
ALL-STAR MEETS
(10-13-07)

- 11.1 All Star Meets - The Midwest All-Star Meet is typically held the 2nd or 3rd week in January in Lawrence, KS for swimmers up to 14 years of age.
- 11.2 Coach Selection:
- (1) Interested coaches must turn in an application to the General Chair at least 30 days prior to the Fall LSC Meeting.
 - (2) The All-Star Committee, Head Coach and 2 Assistant shall be appointed by the General Chair, with the advice of the Age Group Vice-Chair and the Senior Athlete Rep., and shall be announced at the Fall meeting of the LSC.
 - (3) All-Star Committee – Five (5) LSC members shall serve on the committee:
 - The Coaches Representative (Committee Chair)
 - The previous All-Star Head Coach
 - The previous All-Star Head Chaperone
 - The All-Star Head Coach selected for the coming year
 - One appointed parent. (Two parents will be appointed if the Head Coach selected remains the same).
 - (4) The All-Star Committee's duty shall be to plan an coordinate (or assign responsibility for planning and coordinating) all aspects of All-Stars, including travel, transportation, uniforms, training arrangements and budgeting. The committee will present All-Stars information including the above information at the Fall LSC Meeting preceding the All-Star Meet.
- 11.3 Swimmer Selection:
- (1) SDSI will follow all rules set forth in the sanction and invitation sent by the All-Star host. SDSI will select the top 5 SD athlete applicants for each event based on times achieved between the 1st day of the previous All-Star meet and the application deadline for the current year's All-Star meet. (4-17-10)
 - (2) In order to be considered, interested swimmers MUST apply by the due date on the application form, which is the first Monday after the last SD meet prior to December 25.
- 11.4 Swimmer Fees:
- (1) Each swimmer will pay \$50 (or a fee to be determined by the Finance Committee) to SDSI to help cover costs of entry fees, suits, t-shirts, swim caps, and Coaches' hotel and travel costs.
- 11.5 Coach Reimbursement:

- (1) Each coach will receive \$50 per session worked, including the Friday night practice.
- (2) Each coach will receive reimbursement for reasonable food and hotel expenses, and mileage at the current rate.

RULE 12
SWIMWEAR

- 12.1 Swimwear worn at SD meets must conform to USA Swimming Rules & Regulations (Article 102.9.1 and subsequent revisions thereof), its interpretation and provisions for exemptions based on a swimmer's religious beliefs or medical condition.

**GROUP MEMBER APPOINTMENT
TO HOUSE OF DELEGATES**

In accordance with South Dakota Swimming, Inc., Bylaws 602.1.1 and 604.1.1 and Policies 1.1(5) _____ is hereby appointed to represent group member _____ at meetings of the Corporation's House of Delegates. Furthermore, _____ and _____ are hereby appointed as first and second alternates, respectively, to serve in the event said appointee is unable to attend a meeting or otherwise act on behalf of the above-named swim club. The appointee and alternates are current members of both USA Swimming and South Dakota Swimming.

This appointment shall remain in effect unless specifically withdrawn by written notice to the secretary of South Dakota Swimming or unless superseded by a later authorized appointment.

Dated this _____, day of _____, year of _____.

Title: President/Secretary

Club

Return completed form to LSC Secretary:

Carolyn Theobald rodeoroger@aol.com
22448 294th Ave.
Fort Pierre, SD 57532

SANCTION CHECKLIST

To expedite the sanctioning process, meet directors should mail a copy of the meet announcement or invitation along with two (2) signed copies of the Application for Sanction and \$25 application fee to the LSC Sanctions Coordinator at least 45 days prior to the event. To further expedite, email an editable word document version of the application and invitation to tina@abe.midco.net. The invitation should strictly follow order and format of Sanction Template with text in blue replaced with information pertinent to your meet.

1. Name of Meet (Year, SD then Name of the Meet)
2. Hosted by:
3. Date of Meet:
4. Sanction #: SD
5. Sanction: A statement that the event is “Held under the sanction of USA Swimming Inc. (This statement must appear on entry blanks, advertising and the event program);
6. Rules: The current USA Swimming and SD Swimming rules will govern the conduct of the meet.
7. Liability: In granting this sanction it is understood and agreed that USA Swimming, Inc. SD Swimming, the City of _____ shall be free of any liability or claims for damages arising from injuries arising by reason of injuries to anyone during the conduct of the event. (202.2.7)
8. Location;
9. Course: Pool length, # lanes, type of dividers, type of timing system, certified/not
10. Water Depth: Starting depth; midpoint depth _____, turn end depth.
11. Format: Split/Combined, Timed Finals/Pre Lim Finals
12. Starting Times: Warm-ups, times & # of sessions. Meet start times.
13. Meetings: When/Where
14. Warm-ups: 202.2.9, 202.3.2, SD Policies & Procedures RULE 8 & Exhibit #8
15. Swimwear Restrictions:
16. Supervision:
17. Eligibility 202.3.3
18. Deck Registration: Whether on-deck registration will be permitted (202.3.4);
19. Deck Entries: Will/will not be allowed
20. Scoring:
21. Event Limit:
22. Meet Length:
23. Seeding:
24. Time Trials:
25. Awards:
26. Entries:
27. Fees:
28. Deadline:
29. Protests:
30. Concessions:
31. Officials: Meet can be sanctioned before these positions are filled. Include notation on invite that Meet Officials will meet the requirements of 202.3.3.
32. Order of Events:
33. Attach SD Warm-Up Procedures to your meet invitation

YEAR, SD Name of the meet
 Hosted by Name of Host Club
 Date of Meet
 Sanction # SD #####

- Sanction: This meet is held under the sanction of South Dakota Swimming and US Swimming Inc.
- Rules: The current USA Swimming and SD Swimming rules will govern the conduct of the meet.
- Liability: In granting this sanction it is understood and agreed that USA Swimming, South Dakota Swimming the city of Name of City shall be free of any liability or claims for damages arising from injuries arising by reason of injuries to anyone during the conduct of the event
- Location: Name and address of pool.
- Course: State: pool length; # of lanes; wave-calming dividers; type of timing system with manual backup. The competition course has / has not been certified in accordance with USAS Rule 104.2.2C(4).
- Water Depth: Starting end depth ____; midpoint depth ____; turn end depth _____. Turn end water depth meets / does not meet USAS minimum requirement for racing starts per Rule 103.2.
- Format: This will be a Split / Combined meet. Events will be swum as Timed finals, / Pre-lim Finals
- Starting Times: Warm-ups starting times & # of sessions. Meet start times
- Meetings: When/ where
- Warm-ups: Warm-ups will be conducted in accordance with the guidelines established by USA Swimming and South Dakota Swimming. South Dakota Swimming Warm-up Procedures attached will be followed. (Attach SD Warm up Procedures)
- Swimwear Restrictions:
 Swimwear at worn at SD meets must conform to SD Policy Rules and USA Swimming Rules & Regulations (Art. 102.9.1 and subsequent revisions thereof), its interpretation and provision for exemptions based on a swimmer's religious beliefs or medical condition.
- Supervision: A USA Swimming member coach must supervise swimmers during warm-ups, competition and warm-down. Any swimmer entered in the meet, unaccompanied by a USA Swimming member coach, must be certified by a USA Swimming member coach as being proficient in performing a racing start or must start each race from within the water. It is the responsibility of the swimmer or the swimmer's legal guardian to ensure compliance with this requirement. Only registered coaches, swimmers and officials will be allowed on the pool deck.
- Eligibility: All swimmers, coaches, clubs and officials must be currently registered with USA Swimming. The age of the swimmer on the first day of the meet determines the age of the swimmer for the entire meet.
- Deck Registration:
 On Deck USA Swimming registration will be permitted with appropriate documentation. Swimmers must show verification of their membership to the Meet Referee or be deck registered. A \$10.00

deck registration fee will be charged in addition to the current registration fee. Fines may be imposed if a swimmer participates and is not registered.

Deck Entries: Deck entries **will / will not** be allowed if space is available and at the discretion of the Meet Referee.

Scoring: **Must describe how it will be scored.**

Event Limit: Swimmers may swim a maximum of ____ individual events for the meet, but no more than 5 per day. Swimmers may swim ____ relay events for the meet, but no more than ____ per day

Meet Length: USA Swimming Rules require that events at a meet should be planned to run no longer than 8 hours (102.1) or 4 hours for swimmers 12 years and younger (205.3F). Entries will be input in the order they are received. When the computer generated timeline indicates time limit has been reached, entries from the team(s) received last will not be entered into the meet. Team coaches will be notified if their entries were not accepted, and fees will be refunded. Fees will also be refunded for events or swims not completed if the Meet Referee stops the meet to comply with time limit Rules.

Seeding: **Must describe**

Time Trials: **Must state if your having them or not. If having time trials, include the following:**

Time trials will be held at the conclusion of each session at the discretion of the Meet Referee. The following limitations shall apply:

1. The swimmer must be entered in the meet.
2. Time trials will not change awards or scores.
3. The swimmer may only swim a total of 5 individual events per day.
4. There will be no additional cost for time trials.
5. Coaches are responsible to turn in time trial requests to the Meet Director as soon as possible.
6. Time trials should be limited to those swimmers who have a reasonable chance to make their goal time.

Awards: **Must state the nature of the awards.**

Entries: Teams are encouraged to submit their entries by e-mail using Hy-Tek Team Manager software. E-mail entries to: **Name, e-mail address** . Mail a printed copy of the entries and a check for entry fees payable to **Name of Host Club**. Mail to: **Mailing Address, City, State, Zip Code**

Fees: SD Head Tax: \$3.00 per swimmer
Individual Events: \$_____
Relay Events: \$_____
Other Fees: \$_____

Deadline: All entries and entry fees must be received no later than **date**.

Protests: Protests of any kind must be submitted to the referee in writing and will only be from the team coach. Bothering other volunteer personnel with protests could result in disqualification of the swimmer from the event or meet.

Concessions: **A concession stand will be open during the entire meet.**

Officials: Meet Director: **Name; Phone #**

Referee: [Name](#)

Starter: [Name](#)

Marshall

Head Timer

[Meet Director, Referee & Starters must be registered USA Swimming members for the current year.](#)

[Order of Events:](#)

[Attach SD Warm-Up Procedures](#)

South Dakota Head Tax Report

Meet: _____

Meet Date: _____

Host Club: _____

Sanction Number: _____

Number of swimmers _____ X \$3 Head Tax = _____
(Total SD Head Tax)

Signed: _____
(Club Representative) (Date)

Please make check **payable to South Dakota Swimming, Inc.**

Within 14 days please send the check and Head Tax Report to the LSC Treasurer as follows:

Sarah J. Hogg
523 Camelot Drive
Aberdeen, SD 57401

sarahogg@midco.net

SWIM MEET FINANCIAL SUMMARY
(USA REGULATION 202.2.10A)

SWIM MEET: _____
 SANCTION: _____
 HOST: _____
 MEET DATE: _____

RECEIPTS:

ENTRY FEES: _____
 HEAD TAX: _____
 (# SWIMMERS X \$3.00)
 (\$2.00 prior to 11/1/07)
 ADVERTISING: _____
 CONCESSIONS: _____
 PROGRAM SALES: _____
 MISCELLANEOUS:
 1. _____
 2. _____
 3. _____
 4. _____
 5. _____
 TOTAL RECEIPTS: _____

DISBURSEMENTS:

HEAD TAX: _____
 (# SWIMMERS X \$3.00)
 SANCTION FEE: _____
 AWARDS: _____
 POOL RENTAL: _____
 EQUIPMENT RENTAL: _____
 PRINTING: _____
 CONCESSIONS: _____
 MISCELLANEOUS:
 1. _____
 2. _____
 3. _____
 4. _____
 5. _____
 TOTAL DISBURSEMENTS _____

SIGNED: _____

(CLUB REPRESENTATIVE)

(DATE)

This form is due within 45 days after the meet and should be sent to the LSC Treasurer as follows: Sarah Hogg, 523 Camelot Drive, Aberdeen, SD 57401. Per USA Swimming Rule 202.2.10C, no sanction shall be issued thereafter to a team who has failed to file with the LSC the Swim Meet Financial Summary report until such time as the report is filed.

EXHIBIT #6 (10-13-07)

South Dakota Swimming Scholarships

Purpose

Every year South Dakota Swimming, Inc., may award up to two \$500.00 scholarships to deserving high school seniors in recognition of their contribution to the sport of swimming through competition and team leadership.

Eligibility

In order to be eligible for a scholarship, applicants must be a graduating high school senior for the current year intending to continue with their formal education in the fall following graduation from high school. Preference is accorded those planning to continue swimming competitively in college.

Application

Each applicant must submit the following:

1. a personal data form, a copy of which is attached
2. a recommendation from his/her coach
3. a recommendation from (2) adults' not related to the swimmer
4. a concise typewritten essay specifying the applicant's perceptions of and contributions to the sport of swimming, as well as the applicant's aspirations in both swimming and in life in general.

Award

The South Dakota Swimming Scholarships will be awarded at the South Dakota State Long Course Championship Meet. The money will be paid directly to the swimmer's intended school.

Deadline

Applications must be submitted by the first day of the Long Course B/C Championship Meet to the Scholarship Committee Chair, Senior Vice-Chair:

Allan McCallum allan.mccallum4@gmail.com
335 Bengal Dr.
Rapid City, SD 57701

Please fill out the following personal data form, print and send with the completed scholarship application.

South Dakota Swimming Scholarships Application

Graduating Senior - Year _____

1. Please provide the following information:

First Name
Last Name
Middle Initial
Swim Club
Street Address
Address (cont.)
City
State/Province
Zip/Postal Code
Country
Home Phone
Cell Phone
E-mail

2. Please provide the following coach information:

First Name
Last Name
Title
Swim Club
Work Phone
Home Phone
Cell Phone
Fax
E-mail

3. Please provide the following information:

High School
High School GPA

4. What activities are you involved in?
5. What High School Honors have you achieved?
6. What swimming achievements have you received?
7. List two (2) personal references.

SOUTH DAKOTA SWIMMING WARM-UP PROCEDURES

- 8.1 The Meet Marshall and Meet Referee (or their special designees) shall monitor and enforce warm-up procedures.
- 8.2 No team or unattached swimmer may warm-up unless supervised by a USA swimming member coach. Coaches and supervisors shall maintain verbal and visual contact with their swimmers throughout warm-ups.
- 8.3 Warm-ups shall be divided into a general warm-up period and a specific warm-up period. At the LSC Long Course and Short Course Championship Meets, the latter period may include a period for relay take-off practice.
- 8.4 Every reasonable effort shall be made to equalize swimmers/lane during warm-ups. Meet planners will strive for a limit of no more than 20 swimmers per lane for Short Course meets and no more than 25 swimmers per lane for Long Course meets.
- 8.5 General Warm-ups:
 - (1) There will be no diving. Any swimmer who dives in during general warm-ups will be scratched automatically from his/her first individual event of the session.
 - (2) All lanes shall be used only for circle swimming. There shall be no sprint work or pace work.
 - (3) General warm-ups should last a minimum of 30 minutes, unless the Meet Referee determines that a shorter period is necessary to compensate for delays due to weather, equipment/power failure, or emergencies.
- 8.6 Specific Warm-ups:
 - (1) There will be no diving in the two outside lanes. Again, any swimmer who dives in one of the outside lanes during specifics will be scratched from his/her first individual event of the session. The outside lanes shall be used for circle swimming or for pace work.
 - (2) Diving and backstroke starts will be allowed from the starting end of the all lanes except the outside lanes of the pool. In the case of backstroke starts, no swimmer shall be on the starting block until the backstroker has completed his/her start. Swimmers in the inside lanes shall complete one length and walk back to the starting end.
 - (3) Specific warm-ups shall last a minimum of 15 minutes, unless the Meet Referee determines that a shorter period is necessary to compensate for delays due to weather, equipment/power failure, or emergencies.
 - (4) Relay take-offs – During the LSC Championship Meets, the Referee may permit a 5-minute relay take-off practice period, during which the take-off lanes shall be clearly designated and shall be used for nothing other than relay take-off practice at the starting end of the pool. Coaches shall insure that there are no swimmers in the lane other than those involved in the particular relay take-off practice.

8.7 Mid-Meet Warm-ups/Cool-downs:

- (1) Swimmers must be supervised by a USA Swimming member Coach.
- (2) There will be no diving.
- (3) Circle swimming only.
- (4) Coaches will determine which of their swimmers may participate in these sessions regardless of age group.

EXHIBIT #8 (Revised 4-17-10)

2009-2012 BOYS AND GIRLS SD STATE QUALIFYING TIMES

8 & Under	SCY	SCM	LCM	13-14	SCY	SCM	LCM
25 Free	20.47	22.72	**	50 Free	30.99	34.29	35.49
50 Free	44.09	48.94	49.82	100 Free	1:07.39	1:14.49	1:16.19
100 Free	1:41.19	1:52.32	2:01.91	200 Free	2:24.99	2:40.19	2:44.39
200 Free	++	++	4:28.82	100 Back	1:14.19	1:21.99	1:24.29
25 Back	24.5	27.2	**	100 Breast	1:24.09	1:32.89	1:36.39
50 Back	54.44	1:00.43	1:01.59	100 Fly	1:13.49	1:21.19	1:22.89
100 Back	1:52.79+	2:05.20+	2:14.74	200 IM	2:42.99	3:00.09	3:05.69
25 Breast	28.26	31.36	**				
50 Breast	1:03.59	1:10.59	1:10.83	15-16	SCY	SCM	LCM
100 Breast	2:18.69+	2:33.95+	2:40.31	50 Free	30.39	33.59	34.49
25 Fly	26.12	28.99	**	100 Free	1:05.79	1:12.69	1:14.39
50 Fly	58.54	1:04.98	1:06.11	200 Free	2:21.19	2:35.99	2:39.49
100 Fly	2:12.72+	2:27.32+	2:40.43	100 Back	1:12.09	1:19.69	1:22.69
100 IM	1:56.26	2:09.05	**	100 Breast	1:21.99	1:30.59	1:33.89
200 IM	4:19.20+	4:47.71+	5:04.67	100 Fly	1:11.79	1:19.39	1:20.39
				200 IM	2:39.29	2:55.99	3:01.19
9-10	SCY	SCM	LCM	17-18	SCY	SCM	LCM
50 Free	35.99	39.79	40.79	50 Free	30.09	33.19	34.09
100 Free	1:21.59	1:30.19	1:32.99	100 Free	1:04.89	1:11.69	1:14.09
200 Free	2:58.29	3:16.99	3:23.59	200 Free	2:20.29	2:34.99	2:38.89
400 Free	**	6:42.09+	6:52.69+	100 Back	1:11.69	1:19.19	1:23.09
500 Free	7:39.49+	**	**	100 Breast	1:21.49	1:30.09	1:32.49
50 Back	43.69	48.29	50.09	100 Fly	1:10.99	1:18.39	1:19.49
100 Back	1:33.99	1:43.79	1:48.89	200 IM	2:37.39	2:53.99	2:59.69
50 Breast	47.89	52.99	55.09				
100 Breast	1:46.69	1:57.89	2:02.29	*13 and Over	SCY	SCM	LCM
50 Fly	42.99	47.49	48.59	400 Free	**	5:34.59	5:42.99
100 Fly	1:42.09	1:52.79	1:55.19	500 Free	6:22.39	**	**
100 IM	1:33.79	1:43.59	**	800 Free	**	11:29.89	11:41.99
200 IM	3:19.39	3:40.29	3:46.49	1000 Free	13:08.29	**	**
				1500 Free	**	21:45.59	22:23.09
11-12	SCY	SCM	LCM	1650 Free	21:53.19	**	**
50 Free	31.89	35.19	36.39	200 Back	2:39.59	2:56.29	3:01.29
100 Free	1:08.29	1:15.49	1:19.59	200 Breast	3:00.69	3:19.69	3:27.99
200 Free	2:31.49	2:47.39	2:50.79	200 Fly	2:40.99	2:57.89	3:02.29
400 Free	**	5:50.09	6:00.09	400 IM	5:44.29	6:20.39	6:31.09
500 Free	6:40.09	**	**				
800 Free	**	12:11.59+	12:33.69				
1000 Free	13:55.99+	**	**				
1500 Free	**	23:19.69+	24:12.39				
1650 Free	23:27.89+	**	**				
50 Back	36.79	40.59	42.29				
100 Back	1:21.09	1:29.59	1:31.39				
200 Back	2:48.89+	3:06.69	3:15.29				
50 Breast	40.89	45.19	47.09				
100 Breast	1:29.29	1:38.69	1:41.89				

All Boys and Girls SD State Q times are the same. Please See the National Time standards for the A, AA, AAA, and AAAA times.

* The "13 & Over" SDQ time standards are

200 Breast	3:11.69+	3:31.79	3:40.59+	the same for 13-14, 15-16, and 17-18 in events marked with an *
50 Fly	35.19	38.89	39.59	
100 Fly	1:20.19	1:28.59	1:30.79	** means not a legal distance in the course
200 Fly	2:51.79+	3:09.79	3:14.19	
100 IM	1:20.09	1:28.59	**	+ means not recognized event for SD State Championships
200 IM	2:50.69	3:08.59	3:14.79	
400 IM	6:04.19+	6:42.39	6:55.89	

YEAR SOUTH DAKOTA SUMMER TEAMS CHAMPIONSHIP MEET
Hosted by Name of Swim Club
Month, Day, Year
Sanction #####

- SANCTION:** This meet is held under the sanction of South Dakota Swimming and USA Swimming Inc. Current USA rules apply.
- LIABILITY:** In granting this sanction it is understood and agreed that USA Swimming Inc., South Dakota Swimming, the city of **Name of City** shall be free of any liability or claims for damages arising from injuries to any athletes, individuals or spectators while traveling to or from or while participating in this meet.
- LOCATION:** **Name of pool. Address of pool. City, State**
- COURSE** **State pool length. # of lanes; Wave-calming dividers; Type of Timing System with manual back-up.**
 The competition course **has been / has not been** certified in accordance with 104.2.2C(4). The copy of such certification is on file with USA Swimming.
- WATER DEPTH:** Starting end depth ____; midpoint depth ____; turn end depth _____. Turn end water depth **meets/does not meet** USAS minimum requirement for racing starts per Rule 103.2
- FORMAT:** Timed Finals
- SUPERVISION:** A USA Swimming member coach must supervise swimmers during warm-ups, competition and warm-down. Any swimmer entered in the meet, unaccompanied by a USA Swimming member coach, must be certified by a USA Swimming member coach as being proficient in performing a racing start or must start each race from within the water. It is the responsibility of the swimmer or the swimmer's legal guardian to ensure compliance with this requirement. Only registered coaches, swimmers and officials will be allowed on the pool deck
- WARM-UPS:** South Dakota LSC procedures will be followed. Warm-ups will be conducted in accordance with the guidelines established by USA Swimming and South Dakota Swimming. A USA Swimming certified coach must supervise swimmers for the duration of the warm-ups and swim meet. See attached guidelines.
- START TIMES:** FRIDAY – Session 1
Time 12 & Under
Time 13& Over
Time Officials Meeting
Time Coaches Meeting
Time Meet Starts
- SATURDAY – Session 2
Time 12 & Under
Time 13& Over
Time Officials Meeting
Time Coaches Meeting
Time Meet Starts

SUNDAY – Session 3

Time 12 & Under

Time 13& Over

Time Officials Meeting

Time Coaches Meeting

Time Meet Starts

SWIMWEAR RESTRICTIONS:

Swimwear at worn at SD meets must conform to SD Policy Rules and USA Swimming Rules & Regulations (Art. 102.9.1 and subsequent revisions thereof), its interpretation and provision for exemptions based on a swimmer's religious beliefs or medical condition.

MEETINGS:

There will be an official's meeting behind the announcer's table beginning at 5:30pm on Friday; 8:00am Saturday and 7:45am Sunday. There will be a coaches' meeting behind the announcer's table at 5:45pm Friday; 8:15am Saturday and 8:00am Sunday.

ELIGIBILITY:

Age as of the first day of the meet determines the age group for the entire meet. Coaches must be **insert year** registered non-athlete members of USA Swimming and have met current coaching certifications. All athletes **must** hold a **insert year Seasonal** USA Swimming membership card issued by South Dakota Swimming. Swimmers who are within the 120-day transfer rule must swim **UNATTACHED**. Any swimmer that appears on the SD LSC exception report without registration must come to the meet prepared to show their current card or they will be deck registered before they can enter the water. The exception report will be given to the host team prior to the meet and the host team shall notify each team who appears on the exception report.

No athlete shall be eligible to compete in the South Dakota State Seasonal Club Championship Meet who is registered as a year round swimmer.

DECK ENTRIES:

Deck entries will not be allowed at this meet.

SCORING:

Individual events: 9-7-6-5-4-3-2-1

Relay events: 18-14-12-10-8-6-4-2

The point-scoring age groups shall be 8 & under, 9-10, 11-12, 13-14, 15-16, 17-19.

EVENT LIMIT:

Swimmers may swim in 5 individual events and 2 relays per day, one relay in their age group and one in the Open events. Open events are for swimmers age 19 and under.

SEEDING:

All heats will be run as TIMED FINALS. Please enter accurate times for meter events. All times must be from current year meets or the prior year's Summer Teams Championship Meet. Qualifying times will not be used for this meet.

TIME TRIALS:

Time Trials will not be offered at this meet.

AWARDS:

Custom medals: 1st-3rd place individual events and relays

Ribbons: 4th-16th place individual events and 4th-8th for relays

Heat ribbons: Winners in individual events

Trophies: 1st-4th place team trophies. High point trophies will be awarded for 1-5th place and medals awarded for 6-8th in each age group, boy and girl. Points and awards will be given for Open events and these points will be counted towards team trophies.

ENTRIES: Teams should submit their entries via e-mail to [insert e-mail address](#). Also a hard copy along with entry fees should be mailed. A Meet Template will be available on our web site...[insert website address](#). Results will be e-mailed immediately following the meet and results will also be posted on our web site. There will be no refund of entry fees.

Mail Entries To: [Name](#)
[Address](#)
[City, State, Zip](#) [e-mail address](#) [Phone #](#)

FEES: \$3.00 South Dakota Head Tax Per Swimmer
\$3.00 Per Individual Event
\$6.00 Per Relay Team
\$3.00 Per Swimmer Pool/Timing Fee

DEADLINE: Entries, accompanied by the necessary fees, must be postmarked or e-mailed no later than [insert date](#). Entries received later than [insert deadline date](#) will not be eligible to participate. NO PHONE ENTRIES WILL BE ALLOWED.

PROTESTS: Protests of any kind will only be accepted by the Referee. Bothering other volunteer personnel with protests could lead to disqualification of the swimmer involved for that event.

CONCESSIONS: A concession stand run by HPRW will be open during the entire meet.

MEET OFFICIALS: Referee [Insert names of each](#)
Meet Director
Meet Marshall
Stroke and Turn
Starter
Head Timer
Announcer

ORDER OF EVENTS
Insert Year SEASONAL CLUB CHAMPIONSHIP MEET

Girls	Event	Boys	Girls	Event	Boys		
<u>FRIDAY, Date, Time</u>			<u>SUNDAY, Date, Time</u>				
1	13-19	200 IM	2	65	Open	100 Backstroke	66
3	11-12	200 IM	4	67	8-U	100 Backstroke	68
5	9-10	200 IM	6	69	9-10	100 Backstroke	70
7	8-U	200 IM	8	71	11-12	100 Backstroke	72
9	Open	200 IM	10	73	13-19	100 Backstroke	74
<u>SATURDAY, Date, Time</u>							
11	8-U	100 Freestyle	12	75	Open	200 Butterfly	76
13	9-10	100 Freestyle	14	77	8-U	50 Butterfly	78
15	11-12	100 Freestyle	16	79	9-10	50 Butterfly	80
17	13-19	100 Freestyle	18	81	11-12	50 Butterfly	82
19	Open	100 Freestyle	20	83	13-19	50 Butterfly	84
21	8-U	100 Breaststroke	22	85	Open	200 Freestyle	86
23	9-10	100 Breaststroke	24	87	8-U	50 Freestyle	88
25	11-12	100 Breaststroke	26	89	9-10	50 Freestyle	90
27	13-19	100 Breaststroke	28	91	11-12	50 Freestyle	92
29	Open	100 Breaststroke	30	93	13-19	50 Freestyle	94
31	8-U	50 Backstroke	32	95	Open	200 Breaststroke	96
33	9-10	50 Backstroke	34	97	8-U	50 Breaststroke	98
35	11-12	50 Backstroke	36	99	9-10	50 Breaststroke	100
37	13-19	50 Backstroke	38	101	11-12	50 Breaststroke	102
39	Open	200 Backstroke	40	103	13-19	50 Breaststroke	104
			10 MINUTE WARM-UP				
41	8-U	100 Butterfly	42	105	Open	800 Freestyle	106
43	9-10	100 Butterfly	44	107	8-U	200 Free Relay	108
45	11-12	100 Butterfly	46	109	9-10	200 Free Relay	110
47	13-19	100 Butterfly	48	111	11-12	200 Free Relay	112
49	Open	100 Butterfly	50	113	13-14	200 Free Relay	114
				115	15-19	200 Free Relay	116
				117	Open	200 Free Relay	118
51	8-U	200 Medley Relay	52				
53	9-10	200 Medley Relay	54				
55	11-12	200 Medley Relay	56				
57	13-14	200 Medley Relay	58				
59	15-19	200 Medley Relay	60				
61	Open	200 Medley Relay	62				
			10 MINUTE WARM-UP				
63	Open	400 Freestyle	64				

*** Teams please provide one stroke and turn official for this meet. Also, each team will be responsible for providing timers for one lane. Thank you.**

EXHIBIT #10 (Rev.6-12-10)

South Dakota Swimming Inc. Date Submitted: _____

All-Star/Zone Coach Application

1. Application must be turned in to General Chair 30 days prior to the Fall LSC Meeting for All-Stars and 30 days prior to the Spring LSC Meeting for Zones.
2. The General Chair, with the advice of the Age Group Chair and the Senior Athlete Representative, shall appoint the All-Star/Zone Coaches
3. Coaches will be notified of selection at the above mentioned LSC Meetings.
4. For Coach selection, consideration will be given for:
 - a. Experience
 - b. Number of Athletes Qualified
 - c. Intent/Reason for Applying
5. Four coaches will be selected for Zones and three coaches for All-Stars.

Name of Coach: _____

Club Team: _____

E-Mail: _____

Phone: _____

Please list your experiences in the coaching profession as well as working with athletes at this level of swimming:

Swimmer's qualified for previous year's All-Star Team: _____

Swimmer's qualified for previous year's Zone Team: _____

Why would you like to be part of the South Dakota Swimming Coaching Staff?

**South Dakota Swimming, Inc.
Athlete Travel Reimbursement Request**

Athlete Name: _____ Team: _____

Meet Attended/Location: _____ Date(s): _____

Events: _____

Amount Requested:

___	Olympic Trials	\$500.00
___	US Open Championship	\$350.00
___	US Short Course Nationals	\$350.00
___	USA Junior Nationals	\$300.00
___	USA Short Course Jr. Nationals	\$300.00
___	NCSA Junior Nationals	\$200.00
___	Speedo Sectionals	\$100.00
___	Relay Only Swimmer (1/2 of eligible amount)	\$ _____

(If overall requests exceed the budgeted amount for the season, reimbursements will be prorated.)

Attach the page(s) from the final meet results showing the name of the athlete in the event(s) in which he/she competed.

By signing this form below, I certify the following:

- (1) The athlete is a member in good standing of a SD Swimming chartered swim club or registered as an unattached swimmer. AND
- (2) The athlete swam in at least two (2) SD sanctioned meets in the season they are requesting reimbursement or for an athlete who has competed in SD swim meets and was a registered athlete of SDSI for a period of 5 years swam in one (1) SD sanctioned meet in the season they are requesting reimbursement.

Signed: _____ Date: _____

Parent's Name and Address (where the check should be mailed)

This completed form and supporting meet results are due to the SDSI Treasurer by the Spring LSC Meeting for the Winter SC Season and the Fall LSC Meeting for the Summer LC Season.

Mailing Address: Sarah Hogg, 523 Camelot Drive, Aberdeen SD 57401
Email Address: sarahogg@midco.net

EXHIBIT 12 (9-20-09)

SD LONG COURSE CHAMPIONSHIP ORDER OF EVENTS

FRIDAY
SESSION 1

<u>Girls</u>			<u>Boys</u>
1	13 & OVER	1500 Free	2

FRIDAY
SESSION 2

<u>Girls</u>			<u>Boys</u>
3	8 & U	200 Free	4
5	9-10	200 Free	6
7	11-12	200 Free	8
9	13 & O	200 Free	10
	5 Minute warm-up/down		
11	8 & U	200 IM	12
13	9-10	200 IM	14
15	11-12	200 IM	16
17	13 & O	200 IM	18

SATURDAY
SESSION 3

<u>Girls</u>			<u>Boys</u>
19	13 & O	400IM	20
	5 Minute warm-up/down		
21	8 & U	50 Fly	22
23	9-10	50 Fly	24
25	11-12	50 Fly	26
27	13 & O	100 Fly	28
	5 Minute warm-up/down		
29	8 & U	100 Back	30
31	9-10	100 Back	32
33	11-12	100 Back	34
35	13 & O	200 Back	36
	5 Minute warm-up/down		
37	8 & U	100 Breast	38
39	9-10	100 Breast	40
41	11-12	100 Breast	42
43	13 & O	200 Breast	44
	5 Minute warm-up/down		
45	8 & U	50 Free	46
47	9-10	50 Free	48
49	11-12	50 Free	50
51	13- O	50 Free	52
	10 Minute warm-up/down		
53	Mixed 8 & U	200 Free Relay	53
54	9-10	200 Free Relay	55
56	11-12	200 Free Relay	57
58	13-14	200 Free Relay	59
60	15-19	400 Free Relay	61
	15 Minute warm-up		
62	11-12	400 Free	63
64	13-O	400 Free	65

SUNDAY
SESSION 4

<u>Girls</u>			<u>Boys</u>
66	8 & U	100 Fly	67
68	9-10	100 Fly	69
70	11-12	100 Fly	71
72	13 & O	200 Fly	73
	5 Minute warm-up/down		
74	8 & U	50 Back	75
76	9-10	50 Back	77
78	11-12	50 Back	79
80	13 & O	100 Back	81
	5 Minute warm-up/down		
82	8 & U	50 Breast	83
84	9-10	50 Breast	85
86	11-12	50 Breast	87
88	13 & O	100Breast	89
	5 Minute warm-up/down		
90	8 & U	100 Free	91
92	9-10	100 Free	93
94	11-12	100 Free	95
96	13 & O	100 Free	97
	10 Minute warm-up/down		
98	Mixed 8 & U	200 Medley Relay	98
99	9-10	200 Medley Relay	100
101	11-12	200 Medley Relay	102
103	13-14	400 Medley Relay	104
105	15-19	400 Medley Relay	106
	15 Minute warm-up		
107	13 & O	800 Free	108

SD SHORT COURSE CHAMPIONSHIP ORDER OF EVENTS SPLIT FORMAT

FRIDAY

SESSION 1

<u>Girls</u>			<u>Boys</u>
1	13 & Over	1650 Free	2

FRIDAY

SESSION 2

<u>Girls</u>			<u>Boys</u>
3	8 & U	100 Free	4
5	9-10	200 Free	6
7	11-12	200 Free	8
9	13 & O	200 Free	10
5 Minute Warm Down			
11	8 & U	100 IM	12
13	9-10	200 IM	14
15	11-12	200 IM	16
17	13 & O	200 IM	18

SATURDAY MORNING

SESSION 3

<u>Girls</u>			<u>Boys</u>
19	9-10	100 IM	20
21	11-12	100 IM	22
23	8 & U	25 Fly	24
25	9-10	50 Fly	26
27	11-12	50 Fly	28
29	8 & U	50 Back	30
31	9-10	100 Back	32
33	11-12	100 Back	34
35	8 & &	50 Breast	36
37	9-10	100 Breast	38
39	11-12	100 Breast	40
41	8 & U	25 Free	42
43	9-10	50 Free	44
45	11-12	50 Free	46
10 Minute Break			
47	Mixed 8 & U	100 Free Relay	47
48	9-10	200 Free Relay	49
40	11-12	200 Free Relay	51
15 Minute Warm-Up			
52	11-12	500 Free	53

SATURDAY AFTERNOON

SESSION 4

<u>Girls</u>			<u>Boys</u>
54	13 & O	400 IM	55
5 Minute Warm Down			
56	13 & O	100 Fly	57
5 Minute Warm Down			
58	13 & O	200 Back	59
5 Minute Warm Down			
60	13 & O	200 Breast	61
5 Minute Warm Down			
62	13 & O	50 Free	63
10 Minute Break			
64	13-14	400 Free Relay	65
66	15-19	400 Free Relay	67
15 Minute Warm-Up			
68	13 & O	500 Free	69

SD SHORT COURSE CHAMPIONSHIP ORDER OF EVENTS SPLIT FORMAT

SUNDAY MORNING

SESSION 5

<u>Girls</u>			<u>Boys</u>
70	8 & U	50 Fly	71
72	9-10	100 Fly	73
74	11-12	100 Fly	75
76	8 & U	25 Back	77
78	9-10	50 Back	79
80	11-12	50 Back	81
82	11-12	50 Breast	83
84	8 & U	25 Breast	85
86	9-10	50 Breast	87
88	11-12	50 Breast	89
89	8 & U	50 Free	90
91	9-10	100 Free	92
92	11-12	100 Free	93
10 Minute Break			
94	Mixed 8 & U	100 Medley Relay	94
95	9-10	200 Medley Relay	96
97	11-12	200 Medley Relay	98

SUNDAY AFTERNOON

SESSION 6

<u>Girls</u>			<u>Boys</u>
99	13 & O	200 Fly	100
5 Minute Warm Down			
101	13 & O	100 Back	102
5 Minute Warm Down			
103	13 & O	100 Breast	104
5 Minute Warm Down			
105	13 & O	100 Free	106
10 Minute Break			
107	13-14	200 Medley Relay	108
109	15-19	400 Medley Relay	110
15 Minute Warm-Up			
111	13 & O	1000 Free	112

SD SHORT COURSE CHAMPIONSHIP ORDER OF EVENTS COMBINED FORMAT

FRIDAY**SESSION 1**

<u>Girls</u>			<u>Boys</u>
1	13 & Over	1650 Free	2

FRIDAY**SESSION 2**

<u>Girls</u>			<u>Boys</u>
3	8 & U	100 Free	4
5	9-10	200 Free	6
7	11-12	200 Free	8
9	13 & O	200 Free	10
5 Minute Warm Down			
11	8 & U	100 IM	12
13	9-10	200 IM	14
15	11-12	200 IM	16
17	13 & O	200 IM	18

SATURDAY**SESSION 3**

<u>Girls</u>			<u>Boys</u>
19	9-10	100 IM	20
21	11-12	100 IM	22
23	13 & O	400 IM	24
5 Minute Warm Down			
25	8 & U	25 Fly	26
27	9-10	50 Fly	28
29	11-12	50 Fly	30
31	13 & O	100 Fly	32
5 Minute Warm Down			
33	8 & U	50 Back	34
35	9-10	100 Back	36
37	11-12	100 Back	38
39	13 & O	200 Back	40
5 Minute Warm Down			
41	8 & U	50 Breast	42
43	9-10	100 Breast	44
45	11-12	100 Breast	46
47	13 & O	200 Breast	48
5 Minute Warm Down			
49	8 & U	25 Free	50
51	9-10	50 Free	52
53	11-12	50 Free	54
55	13 & O	50 Free	56
10 Minute Break			
57	Mixed 8 & U	100 Free Relay	
58	9-10	200 Free Relay	59
60	11-12	200 Free Relay	61
62	13-14	400 Free Relay	63
64	15-19	400 Free Relay	65
15 Minute Warm-Up			
66	11-12	500 Free	67
68	13 & O		69

SUNDAY**SESSION 4**

<u>Girls</u>			<u>Boys</u>
70	8 & U	50 Fly	71
72	9-10	100 Fly	73
74	11-12	100 Fly	75
76	13 & O	200 Fly	77
78	8 & U	25 Back	79
80	9-10	50 Back	81
82	11-12	50 Back	83
84	13 & O	100 Back	85
5 Minute Warm Down			
86	8 & U	25 Breast	87
88	9-10	50 Breast	89
90	11-12	50 Breast	91
92	13 & O	100 Breast	93
5 Minute Warm Down			
94	8 & U	50 Free	95
96	9-10	100 Free	97
98	11-12	100 Free	99
100	13 & O	100 Free	101
10 Minute Break			
102	Mixed 8 & U	100 Medley Relay	102
103	9-10	Medley Relay	104
105	11-12	Medley Relay	106
107	13-14	Medley Relay	108
109	15 -19	Medley Relay	110
15 Minute Warm-Up			
111	13 & O	1000 Free	112

YEAR SD Short / Long COURSE STATE CHAMPIONSHIP SWIM MEET

Hosted by South Dakota LSC and **Name of Swim Club**
Month, Day, Year

Meet Sanction # SD#####
Time Trial Sanction # SD#####

- SANCTION:** This meet is held under the sanction of USA Swimming Inc., and South Dakota Swimming, Inc.
- RULES:** The current USA Swimming and SD Swimming rules will govern the conduct of the meet.
- LIABILITY:** In granting this sanction it is understood and agreed that USA Swimming, South Dakota Swimming, *Name of Swim Club*, and the *Name of City* shall be free of any liability or claims for damages arising by reason of injuries to anyone during the conduct of the event.
- LOCATION:** *Name of Pool*
Address of Pool
City, State, Zip
- COURSE:** 50 meter / 25 yd. pool; # lanes; 6" wave-calming dividers; Daktronics Electronic Timing System will be used with manual backup.
- The competition course *has been / has not been* certified in accordance with 104.2.2C(4).
The copy of such certification is on file with USA Swimming.
- WATER DEPTH:** Starting end depth ____; midpoint depth ____; turn end depth _____. Turn end water depth *meets/does not meet* USAS minimum requirement for racing starts per Rule 103.2
- FORMAT:** This will be a *combined meet / split meet* swam as timed finals.
- START TIMES:** *Adjust # of Sessions as needed. Split Meets will have 6 sessions. Combined Meets will have 4. Add or delete 45 min. warm-up periods as needed: Limit 20/lane SC, 25/lane LC*

Teams will be notified by noon on Wednesday, **Month, Day**, of warm-up times and lane assignments.

Friday **Month, day - Session 1**

Time Warm-up A
Time Warm-up B
Time Officials/Coaches Meeting
Time Meet Starts

Friday **Month, day - Session 2**

Time Warm-up A
Time Warm-up B
Time Officials/Coaches Meeting
Time Meet Starts

Saturday **Month, day - Session 3**

Time Warm-up A
Time Warm-up B
Time Officials/Coaches Meeting
Time Meet Starts

Saturday **Month, Day - Session 4**

Time Warm-up A
Time Warm-up B
Time Officials/Coaches Meeting
Time Meet Starts

Sunday **Month, day - Session 5**

Time Warm-up A

Sunday **Month, Day - Session 6**

Time Warm-up A

Time Warm-up B
 Time Officials/Coaches Meeting
 Time Meet Starts

Time Warm-up B
 Time Officials/Coaches Meeting
 Time Meet Starts

WARMUPS: Warm-ups will be conducted in accordance with the guidelines established by USA Swimming and South Dakota Swimming. South Dakota warm-up procedures attached will be followed.

SWIMWEAR: Swimwear worn at South Dakota meets must conform to SD Policy Rules and USA Swimming Rules & Regulations (Art.102.9.1 and subsequent revisions thereof), its interpretation and provision for exemptions based on a swimmer's religious beliefs or medical condition.

SUPERVISION: A USA Swimming member coach must supervise swimmers during warm-ups, competition and warm-down. Any swimmer entered in the meet, unaccompanied by a USA Swimming member coach, must be certified by a USA Swimming member coach as being proficient in performing a racing start or must start each race from within the water. It is the responsibility of the swimmer or the swimmer's legal guardian to ensure compliance with this requirement. Only registered coaches, swimmers, officials, timers and designated volunteers will be allowed on the pool deck.

ELIGIBILITY: All swimmers, coaches, clubs, and officials must be currently registered with USA Swimming and SD Swimming. Age as of the **first day of the meet** determines the age of the swimmer for the entire meet. 1st & 2nd place finishers at the B/C Championship with less than SDQ times will receive a pass to swim the event at the SD State Championship meet. Swimmers receiving a pass will be seeded at the min SDQ time and will be considered a qualifier for relays at the State Championship meet. All other swimmers must have attained a state qualifying time between the first day of the Championship Meet of the previous year and the entry deadline date for the current year's Championship Meet. This is a closed meet. Any swimmer who does not meet eligibility requirements may petition, in writing, to the seed committee to be included in this meet. The request must be completed before the entry deadline. All memberships will be checked. The time used must be a qualifying time for the pool that it was swam in. You may not qualify by virtue of a converted time only. However, if a time is a qualifying time in the pool it was swam in, it will be honored even if it converts to a non-qualifying time.

DECK

REGISTRATION: On Deck Registrations will not be permitted.

DECK ENTRIES: Deck entries will not be allowed.

SCORING: Individual Scoring (1-16) – 17-15-14-13-12-11-10-9-8-7-6-5-4-3-2-1; Relay Scoring (1-8) –34-30-28-26-24-22-20-18. All awards and scoring will be determined by the swimmer's final time. The point-scoring age groups shall be 8 & Under, 9-10, 11-12, 13-14, 15-16, 17-19. The 13-14, 15-16, 17-19, & 20/Over age groups will be seeded together and will swim together, but will be awarded and scored separately. There will be a non-scoring 20 and Over Age Group.

PROOF OF

TIMES: All entry times must be proven with complete, official meet results, upon the request of the seed committee. Unverified times or erroneous times may result in disqualification.

EVENT LIMIT: Each swimmer may swim a maximum of seven (7) individual events for the meet, with no more than five (5) events per day.

RELAYS: Swimmers may enter a maximum of one relay per day. Each team is entitled to enter a minimum of one relay per event regardless of swimmers' qualifications. However, if a club enters more than one relay in an event, it may have only one (1) swimmer per relay event who has no SD Championship Meet qualifying time. Swimmers who are only eligible to swim in relay events, will be subject to SDLSC head tax. Relays for 8 & under can be a mix of all girls, all boys, or combination thereof.

SEED COMMITTEE:

The three person committee shall include the Championship Meet Director, Referee, and a Coach of a team attending the Championship Meet whose name is randomly selected by the Meet Director prior to the meet. Errors and omissions may be corrected at the discretion of the seed committee.

TIME TRIALS: Time trials will be held at the conclusion of each session at the discretion of the Meet Referee. The following limitations shall apply:

1. The swimmer must be entered in the meet.
2. Time trials will not change awards or scores.
3. The swimmer may only swim a total of 5 individual events per day.
4. There will be no additional cost for time trials.
5. Coaches are responsible to turn in time trial requests to the Meet Director as soon as possible.
6. Time trials should be limited to those swimmers who have a reasonable chance to make their goal time.

AWARDS: **OVERALL STATE CHAMPION:** One patch is awarded to the overall champion when the swimmer first attains first place at a state championship meet in an individual event. Thereafter, each year the swimmer is awarded only the rocker when an overall first place is earned.

INDIVIDUAL AWARDS: Medals (1st through 3rd) and Ribbons (4th through 16th) will be awarded to the top sixteen swimmers in each individual event.

RELAYS: Medals (1st through 3rd) and Ribbons (4th through 8th) will be awarded in each age group.

TROPHIES: *TEAM TROPHIES* will be awarded to the 1st through 3rd place teams. *PERCENTAGE TROPHY* will be awarded to the team with the most points per entry, calculated after excluding relay points. Minimum of 7 swimmers is required to compete for the Percentage Trophy.

JIM VORHEES SPIRIT AWARD: will be presented to the team demonstrating the best sportsmanship and team spirit at the Championship Meet. The recipients of the spirit award will be determined by a five-person committee comprised of a representative from five teams drawn at random at the beginning of the meet. This award will be given on Sunday.

PROTESTS: Protests of any kind must be in writing and will only be accepted by the Referee from the team's Coach. Bothering other volunteer personnel with protests could lead to disqualification of the swimmer involved in that event or meet.

CLERK

OF COURSE: There will be no clerk of course.

SCRATCHES: A Scratch box will be located at the Meet Director's Table. Please use the forms for all scratches and deposit in the box. Please have all scratches submitted prior to the start of specifics each day.

ENTRIES: Teams are encouraged to submit their entries via e-mail using the Hy-Tek program. Send actual times with the indication of the course swum, as the meet management program will convert the times automatically. Also mail a hard copy, along with a check payable to **South Dakota Swimming, Inc.** to the address below.

Mail Entries to:

Name

Address

City, State, Zip

E-mail address

Phone #

FEEES: \$____ per individual event [Determined by SD Policies & Procedures RULE 9.17 (1)]
 \$5.00 per relay event
 \$____ per swimmer facility fee [Determined by SD Policies & Procedures RULE 9.17(4)]

THERE WILL BE NO REFUND OF FEES

Administration fee of \$20 will be collected for not using windows version of Hy-Tek.

DEADLINE: All entries and entry fees must be received by **12 noon on Monday** following the B/C Championship Meet.

PARADE OF TEAMS: There will be a Parade of Teams DAY, TIME. By the end of the warm-up session on Friday, each Coach must provide the Meet Director with the following information: name of team, total number of swimmers, number of swimmers qualified at this meet, senior swimmers, and coach's names. During the parade, we will also announce the recipients of the Coach of the year award, Ernie Gunderson award, and scholarships for high school seniors. [These awards given at summer LC meets only].

TIMING: **All teams** must provide timers. Along with timing, all clubs are expected to help run the timing equipment and work at the timing table. Sign-up sheets will be posted on the SD Swimming website and any time slots not filled will delay the continuation of the meet. Each team is responsible for providing lane timers during the meet. Swimmers entered in the **SC 500 / 400** freestyle must provide their own counters. Swimmers entered in the **1000 / 800** and **1650 / 1500** must provide their own counters and timers.

OFFICIALS: Meet Director:
 Meet Referee:
 Administrative Referee:
 Head Starter:
 Head Stroke & Turn:
 Meet Marshal:
 Head Timers:

All Registered Officials are welcome and needed to volunteer at the Championship Meet.

CONCESSION: A Concession Stand will be available.

CLOTHING: _____ will provide clothing and swim gear for sale. State Championship Meet Shirts will also be available.

HOSPITALITY: Coaches and Officials Hospitality will be provided.

Add one of the 3 possible Orders of Events for B/C & State Championship Meets
 (See EXHIBIT 13 of SD Policies & Procedures Manual)

Add SD Warm-Up Procedures (See EXHIBIT 8 OF SD Policies & Procedures Manual)

YEAR SD Short / Long COURSE B/C CHAMPIONSHIP SWIM MEET

Hosted by **Name of Swim Club**
Month, Day, Year

Meet Sanction # SD##### Time Trial Sanction # SD#####

- SANCTION:** This meet is held under the sanction of USA Swimming Inc., and South Dakota Swimming, Inc.
- RULES:** The current USA Swimming and SD Swimming rules will govern the conduct of the meet.
- LIABILITY:** In granting this sanction it is understood and agreed that USA Swimming, South Dakota Swimming, *Name of Swim Club*, and the *Name of City* shall be free of any liability or claims for damages arising by reason of injuries to anyone during the conduct of the event.
- LOCATION:** *Name of Pool*
Address of Pool
City, State, Zip
- COURSE:** 50 meter / 25 yd. pool; # lanes; 6" wave-calming dividers; Daktronics Electronic Timing System will be used with manual backup
- The competition course **has been / has not been** certified in accordance with Rule 104.2.2C(4). **The copy of such certification is on file with USA Swimming.**
- WATER DEPTH:** Starting end depth ____; midpoint depth ____; turn end depth _____. Turn end water depth **meets/does not meet** USAS minimum requirement for racing starts per Rule 103.2
- FORMAT:** This will be a **combined meet / split meet** swum as timed finals.
- START TIMES:** *Adjust # of Sessions as needed. Split Meets will have 6 sessions, Combined Meets: 4. Add or delete 45 min. warm-up periods as needed: Limit 20/lane SC, 25/lane LC*

Teams will be notified by MEETINGS noon on Wednesday, **Month, Day**, of warm-up times and lane assignments.

Friday Month, day - Session 1

Time Warm-up A
Time Warm-up B
Time Officials/Coaches Meeting
Time Meet Starts

Friday Month, day - Session 2

Time Warm-up A
Time Warm-up B
Time Officials/Coaches Meeting
Time Meet Starts

Saturday Month, day - Session 3

Time Warm-up A
Time Warm-up B
Time Officials/Coaches Meeting
Time Meet Starts

Saturday Month, Day - Session 4

Time Warm-up A
Time Warm-up B
Time Officials/Coaches Meeting
Time Meet Starts

Sunday Month, day - Session 5

Time Warm-up A
Time Warm-up B
Time Officials/Coaches Meeting
Time Meet Starts

Sunday Month, Day - Session 6

Time Warm-up A
Time Warm-up B
Time Officials/Coaches Meeting
Time Meet Starts

- WARMUPS:** Warm-ups will be conducted in accordance with the guidelines established by USA Swimming and South Dakota Swimming. South Dakota warm-up procedures attached will be followed.
- SWIMWEAR:** Swimwear worn at South Dakota meets must conform to SD Policy Rules and USA Swimming Rules & Regulations (Art.102.9.1 and subsequent revisions thereof).
- SUPERVISION:** A USA Swimming member coach must supervise swimmers during warm-ups, competition and warm-down. Any swimmer entered in the meet, unaccompanied by a USA Swimming member coach, must be certified by a USA Swimming member coach as being proficient in performing a racing start or must start each race from within the water. It is the responsibility of the swimmer or the swimmer's legal guardian to ensure compliance with this requirement. Only registered coaches, swimmers, officials, timers and designated volunteers will be allowed on the pool deck.
- ELIGIBILITY:** All swimmers, coaches, clubs, and officials must be currently registered with USA Swimming and SD Swimming. Age as of the **first day of the meet** determines the age of the swimmer for the entire meet. Swimmers may enter events in which they have NOT attained a state qualifying time between **the first day of the B/C Championship Meet of the previous year** and the entry deadline **date for the current year's B/C Championship Meet**.
- DECK**
- REGISTRATION:** On Deck USA Swimming Registrations will be permitted with the appropriate documentation. Swimmers must show verification of their membership to the meet referee or be deck registered. A \$10.00 deck registration fee will be charged in addition to the current registration fee. Fines may be imposed if a swimmer is not registered.
- DECK ENTRIES:** Deck entries will not be allowed.
- SCORING:** Individual Scoring (1-16) – 17-15-14-13-12-11-10-9-8-7-6-5-4-3-2-1; Relay Scoring (1-8) –34-30-28-26-24-22-20-18. All awards and scoring will be determined by the swimmer's final time. The point-scoring age groups shall be 8 & Under, 9-10, 11-12, 13-14, 15-16, 17-19. The 13-14, 15-16, 17-19, & 20/Over age groups will be seeded together and will swim together, but will be awarded and scored separately.
- PROOF OF TIMES:** All entry times must be proven with complete, official meet results, upon the request of the seed committee. Unverified times or erroneous times may result in disqualification.
- EVENT LIMIT:** Each swimmer may swim a maximum of seven (7) individual events for the meet, with no more than five (5) events per day.
- RELAYS:** Swimmers may enter a maximum of one relay per day. A swimmer may not swim a relay leg that corresponds to an event in which the swimmer has a SD Qualifying Time. Relays for 8 & under can be a mix of all girls, all boys, or combination thereof.
- SEED COMMITTEE:** The three person committee shall include the Meet Director, Referee, and a Coach of a team attending the Meet whose name is randomly selected by the Meet Director prior to the meet. Entry errors and omissions may be corrected at the discretion of the seed committee.
- TIME TRIALS:** Time trials will be held at the conclusion of each session at the discretion of the Meet Referee. The following limitations shall apply:
1. The swimmer must be entered in the event in the meet meet.
 2. Time trials will not change awards or scores.
 3. The swimmer may only swim a total of 5 individual events per day.
 4. There will be no additional cost for time trials.

5. Coaches are responsible to turn in time trial requests to the Meet Director as soon as possible.
6. Time trials should be limited to those swimmers who have a reasonable chance to make their goal time.

EXHIBITION: There will be a non-scoring 20 and Over Age Group.

AWARDS **INDIVIDUAL AWARDS:** Rosettes (1st through 3rd) and Ribbons (4th through 16th) will be awarded to the top sixteen swimmers in each individual event. 1st & 2nd place finishers with less than SDQ times will receive a pass to swim the event at the following SD State Championship meet. Swimmers receiving a pass will be seeded at the min SDQ time and will be considered a qualifier for relays at the State Championship meet.

RELAYS: Rosettes (1st through 3rd) and Ribbons (4th through 8th) will be awarded in each age group.

TROPHIES: TEAM TROPHIES will be awarded to the 1st through 3rd place teams. PERCENTAGE TROPHY will be awarded to the team with the most points per entry, calculated after excluding relay points. Minimum of 7 swimmers is required to compete for the Percentage Trophy.

The ELKS TEAM SPIRIT AWARD will be presented to the team demonstrating the best sportsmanship and team spirit at the B/C Championship Meet. The recipients of the spirit award will be determined by a five-person committee comprised of a representative from five teams drawn at random at the beginning of the meet. This award will be given on Sunday.

PROTESTS: Protests of any kind must be in writing and will only be accepted by the Referee from the team's Coach. Bothering other volunteer personnel with protests could lead to disqualification of the swimmer involved in that event or meet.

CLERK

OF COURSE: There will be no clerk of course.

SCRATCHES: Scratches must be submitted to the referee prior to the beginning of warm-ups for each session.

ENTRIES: Teams must submit their entries via e-mail using the Hy-Tek program. Send actual times with the indication of the course swum, as the meet management program will convert the times automatically. Also mail a hard copy, along with a check payable to [Name of Host Club](#) to the address below.

Mail Entries to:

[Name](#)

[Address](#)

[City, State, Zip](#)

[E-mail address](#)

[Phone #](#)

FEEES: \$ ___ per individual event [[Determined by SD Policies & Procedures RULE 10.12\(1\)](#)]
 \$5.00 per relay event
 \$ ___ per swimmer facility fee [[Determined by SD Policies & Procedures RULE 10.12\(4\)](#)]

THERE WILL BE NO REFUND OF FEES

DEADLINE: All entries must be submitted by e-mail by 6:00 p.m. CST on Monday [date of the Mon. prior to the meet.](#)

PARADE OF TEAMS: [There will be a Parade of Teams DAY, TIME.](#) By the end of the warm-up session on Friday, each Coach must provide the Meet Director with the following information: [name of team, total number of swimmers, number of swimmers qualified at this meet, senior swimmers, and coach's names.](#)

TIMING: Each team is responsible for providing lane timers during the meet. Swimmers entered in the SC 500 / 400 freestyle must provide their own counters. Swimmers entered in the 1000 / 800 and 1650 / 1500 must provide their own counters and timers.

OFFICIALS: Meet Director:
Meet Referee:
Administrative Referee:
Head Starter:
Head Stroke & Turn:
Meet Marshal:
Head Timers:

All Registered Officials are welcome and needed to volunteer at the B/C Championship Meet.

CONCESSION: A Concession Stand will be available.

CLOTHING: _____ will provide clothing and swim gear for sale.

HOSPITALITY: Coaches and Officials Hospitality will be provided.

**Add one of the 3 possible Orders of Events for B/C and State Championship Meets
(See EXHIBIT 13 of SD Policies & Procedures Manual)**

Add SD Warm-Up Procedures (See EXHIBIT 8 of SD Policies & Procedures Manual)