



**Section V Athletics**  
**Girls Swimming and Diving**  
**Handbook**  
**2019-2020**

*Updated as of September 2, 2019*

# 2019 Girls Swimming and Diving Section V Handbook

## Accounts for Facebook, Twitter, and Instagram - SecVGSwimDive

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## 2019 Important Dates

Monday, August 19	First Day Practice
August	Coordinator and/or Assistant will attend pre-season league meetings
<b><u>Monday, September 30</u></b>	<b>Program Advertisements Due, Program Pictures due (Team Picture, <u>Individual Senior Pictures</u>)</b>
Friday, October 25	Sectional Entries Open: <a href="http://www.section5swim.com">www.section5swim.com</a>
Friday, October 25	Diving List Entries Open: <a href="http://www.cleanentries.com">www.cleanentries.com</a>
Monday, October 28	Sectional Entries Close, 8pm
Tuesday, October 29	Sectional Entry Verification Due, 8pm
Tuesday, October 29	Sectional Dive List Entries Close, midnight

## 2019 Girls Swimming and Diving Committee

<b>Name</b>	<b>Title/Affiliation</b>	<b>E-Mail</b>	<b>Phone Day</b>	<b>Phone Home</b>	<b>Cell</b>
Norm Schueckler	Girls Coordinator	<a href="mailto:norman.schueckler@hflcsd.org">norman.schueckler@hflcsd.org</a>	716-604-6329	716-604-6329	716-604-6329
John Doemer	Assistant Coordinator	<a href="mailto:websterswim@gmail.com">websterswim@gmail.com</a>		585-671-2214	585-576-0373
John Doemer	Class A Chair	<a href="mailto:websterswim@gmail.com">websterswim@gmail.com</a>		585-671-2214	585-576-0373
Bob Black	Class B Chair	<a href="mailto:bravesoat@gmail.com">bravesoat@gmail.com</a>			585-455-5567
Jeff Anthony	Class C Chair	<a href="mailto:janthony@mwcsd.org">janthony@mwcsd.org</a>	585-554-6441 x 2417	315-538-8156	585-451-1281
Kathy Hoyt	Sect V Liaison - Swimming	<a href="mailto:kathy.hoyt@wflboces.org">kathy.hoyt@wflboces.org</a>	315-332-7324		315-226-2097
Dave Salmon	Diving Entries	<a href="mailto:dwsalmon@rochester.rr.com">dwsalmon@rochester.rr.com</a>			585-317-9445
John Coombs	Swim Website	<a href="mailto:john@computeraide.com">john@computeraide.com</a>			845-913-6570
<b>Committee</b>	<b>Title/Affiliation</b>	<b>E-Mail</b>	<b>Phone Day</b>	<b>Phone Home</b>	<b>Cell</b>
Austin Nau	Roch. City Ath. Conf.	<a href="mailto:austin.nau@rcsdk12.org">austin.nau@rcsdk12.org</a>			585-857-5356
Chris Oaks	Finger Lakes	<a href="mailto:christopher.oaks@palmaccsd.org">christopher.oaks@palmaccsd.org</a>	315-597-3449		585-704-0142
Jimmy Welch	Livingston Co-Chair	<a href="mailto:jwelch@wccsk12.org">jwelch@wccsk12.org</a>			585-410-2722
Nikki Miller	Livingston Co-Chair	<a href="mailto:nmiller@wccsk12.org">nmiller@wccsk12.org</a>	585-728-2366	585-315-6769	585-315-6769
John Doemer	Monroe County Chair	<a href="mailto:websterswim@gmail.com">websterswim@gmail.com</a>		585-671-2214	585-576-0373
Ryan Hare	Independent - Mercy	<a href="mailto:rhare@mercyhs.com">rhare@mercyhs.com</a>			585-507-9461
<b>Officials</b>	<b>Title/Affiliation</b>	<b>E-Mail</b>	<b>Phone Day</b>	<b>Phone Home</b>	<b>Cell</b>
Jim Barrett	Southwest Officials	<a href="mailto:jhbgab@juno.com">jhbgab@juno.com</a>		585-243-4385	
Russ Kenyon	Finger Lakes Officials	<a href="mailto:kkruss@rochester.rr.com">kkruss@rochester.rr.com</a>		585-394-2068	585-314-2327
Sue Raymond	Monroe Cnty Officials	<a href="mailto:sueraypooh@frontiemet.net">sueraypooh@frontiemet.net</a>		585-359-2860	
Collen Kallio	2019 State Meet Official	<a href="mailto:colleen.kallio@gmail.com">colleen.kallio@gmail.com</a>			585-773-8845

## Section V Leadership

Executive Director	Kathy Hoyt	kathy.hoyt@wflboces.org
Treasurer	Jackie Meyer	jmeyer@wflboces.org
Coordinator of Communications & Marketing	Shaun Jeffers	shaun.jeffers@wflboces.org
President	Craig Veley	craigveley@geneseocsd.org
Past President	Pete Shambo	pshambo@penfield.edu
President Elect	Dave Boundy	david.boundy@rcsdk12.org
Girls Vice President	Lori Delyser	ldelyser@marioncs.org
Boys Vice President	Steve Veeder	sveeder@lyoncsd.org
Boys Central Committee Representative	Tom Schmandt	Thomas.Schmandt@palmaccsd.org
Girls Central Committee Representative	Kim Henshaw	kim.henshaw@greececsd.org
Superintendents' Representative	Joe Englebert	jenglebert@warsawcsd.org
Principals' Representative	Dave Pullen	dpullen@pycsd.org
At-Large Representative	Jim Zumbo	zumbo.jb12@gmail.com
Girls Sport Representative	Doreen Martin	dmartin@scio.wnyric.org
Boys Sport Representative	Peter Mancuso	pmancuso@harleyschool.org
Section V Counsel	Maureen Lamb	mlamb@lambattorneys.com

## NYSPHSAA Guidelines

This information was pulled from page 91 of the NYSPHSAA handbook found here:

[http://www.nysphsaa.org/Portals/0/PDF/Handbook/2018-19%20Handbook/NYSPHSAA%20Handbook%20002\\_3.pdf?ver=2019-06-11-160257-317](http://www.nysphsaa.org/Portals/0/PDF/Handbook/2018-19%20Handbook/NYSPHSAA%20Handbook%20002_3.pdf?ver=2019-06-11-160257-317)

19.01 Rules: NFHS

19.02 Maximum Number of meets: 16

19.03 Practice Requirements:

Number of practices to represent school: 6 (individual)

19.04 Nights rest between contests: 1 night

19.05 Individual contests limitation per day: 4 events/ 1 contest

19.06 Scrimmage limitations per day: 1 scrimmage

19.07 Waivers of NFHS Swimming & Diving Rules:

1. Sections may reduce the number of dives for junior varsity and freshman meets. (Aug. 2002)

19.08 NYSPHSAA Swimming & Diving Rules:

1. Shaving (wet or dry) is prohibited at all swimming competitions and practice sites. Violation will result in disqualification.

2. Sections may permit schools to compete in quad/dual meets.

3. The minimum diving depth requirements are as follows: Pools built before January 1987 meet the NFHS minimum depth requirement (currently 10 feet) and pools built after January 1987 meet the NYS Department of Health's minimum requirement (currently 11 feet).

4. The NFHS Metric Conversion Chart will be used when applicable. (Jan. 2012)

5. The NYS Swimming and Diving Officials Association will determine the uniforms that officials will be allowed to wear during a meet. (Oct. 2016)

6. All female swimmers & divers must adhere to the NFHS uniform rule during warm-ups as well as the meet. (July 2017)

19.09 Swimming & Diving Scrimmage Rules:

1. In swimming scrimmage, no official times or scores will be kept.

2. Times may not be used to meet the qualifying standard.

3. More than one heat per event is permitted.

19.10 Swimming & Diving Championship Week#:

GIRLS Week 20/BOYS Week #35

## NYSPPHSAA Swimming and Diving Requirements

- Practices may begin August 19, 2019
- **NEW - 6** Individual practices are required before the first scrimmage and/or competition.
- The maximum number of contests in which an **individual** competitor may participate in before Sectionals is **16**.
- All athletes **MUST** participate in at least **6** competitions to be eligible for Sectional Competition.

## 2019 NYSPPHSAA Voluntary Dive Schedule

Start of Season - September 14	100 - Forward
September 15 - September 21	200 - Back
September 22 - September 28	400 - Inward
September 29 - October 5	5000 - Twist
October 6 - October 12	300 - Reverse
October 13 - October 19	100 - Forward
October 20 - October 26	200 - Back
October 27 - November 2	400 - Inward

- If a school is competing outside of New York or is hosting a team outside of New York, coaches of both teams **MUST** agree on a voluntary dive 24 hours before the meet is contested.
- Meets rescheduled due to weather or some other unforeseen reason will use the dive from the originally scheduled date.
- Divers may use any dive from the scheduled group as their voluntary dive, but must be listed with a degree of difficulty no higher than 1.8.

## Sectional Entry Procedures

- A competitor shall be permitted to enter a maximum of four events, no more than two of which may be individual events.
- Each team may enter up to 6 (six) athletes in each individual swimming event, the 4 (four) fastest advance to the finals.
- Each team may enter an A and B relay in prelims. Anyone may swim in those relays, even if not swimming an individual event. Swimming in a relay will count as one of the athletes 4 events. The A relays advance to finals, B relay swimmers **MAY NOT** switch over to the A relay in the finals.
- Divers **MUST** be entered into the meet.
- Entries open Friday Oct. 25<sup>th</sup> at [www.section5swim.com](http://www.section5swim.com) and close Monday Oct. 28<sup>th</sup> at 8pm. **YOU MUST CLICK SUBMIT BUTTON.**

- Diving Lists must be entered at [www.cleanentries.com](http://www.cleanentries.com) starting Friday Oct 25<sup>th</sup> and closes Tuesday October 29<sup>th</sup>.
- If an expected entry time does not show on the website for a swimmer contact [john@computeraide.com](mailto:john@computeraide.com)
- During the dual meet season any Sectional Qualifying time achieved in an exhibition heat or JV heat **MUST** be entered into our website. Add those times to the varsity meet as an exhibition heat.
- On Tuesday Oct. 29<sup>th</sup> you will receive a list of your Sectional entries for your team. Every coach **MUST** verify (double check) your entries are correct and email John, with an OK, by 8pm that day. **AFTER THAT DAY THERE WILL BE ABSOLUTELY NO CHANGES.**
- All Athletes **MUST** meet the following Sectional Qualifying times to be eligible for Sectional Competition. Times **should** appear on the [www.section5swim.com](http://www.section5swim.com) website by the time Sectional Entries begin.

## 2019 Sectional, State, and All-American Standards

Event	Class A	Class B	Class C	State	AA CON	AA AUTO
200 M Rel	A scoring relay, B exhibition relay			1:52.35	1:46.21	1:44.21
200 Free	2:25.00	2:25.00	2:30.00	1:57.24	1:50.57	1:48.74
200 IM	2:48.00	2:48.00	3:00.00	2:12.84	2:03.64	2:01.51
50 Free	29.50	29.50	31.00	24.84	23.54	23.20
Diving	(6) 130.00	(6) 130.00	(6) 130.00	(11) 440.00	video	video
100 Fly	1:22.00	1:22.00	1:28.00	1:00.02	55.49	54.42
100 Free	1:05.00	1:05.00	1:09.00	54.36	51.05	50.19
500 Free	6:40.00	6:40.00	6:55.00	5:14.65	4:56.85	4:52.18
200 Fr Rel	A scoring relay, B exhibition relay			1:41.69	1:36.94	1:35.36
100 Back	1:20.00	1:20.00	1:24.00	1:00.42	55.92	54.80
100 Breast	1:26.00	1:26.00	1:32.00	1:08.60	1:03.80	1:02.58
400 Fr Rel	A scoring relay, B exhibition relay			3:42.73	3:31.02	3:27.65

\* In addition to the 6 dive 130.00 pt. score, all divers and their coach MUST sign the 11 dive entry which indicates the diver is capable of performing all 11 dives (NFHS Swimming Rules).

Note: AA Con/Auto - All American Consideration and Automatic

- All-American application information at: [www.niscaonline.org](http://www.niscaonline.org)

## Sectional Awards

- Class Champions receive a trophy, patches, individual medals and T-shirts. The team runner-up receives individual medals.
- Event winners receive patches (white - relays, blue - individual events), and T-shirt(s).
- Ribbons for places 2-16 in all events.

## 2019 Classifications

### **CLASS A**

Rochester City School District United	3080
Greece Arcadia/Athena/Olympia/Odyssey	2531
Webster Schroeder/Thomas	2039
Pittsford Mendon/Sutherland	1501
Fairport	1387
Rush-Henrietta	1197
Victor/Bloomfield	1071
Hilton	1054
Penfield	1047
Gates-Chili	1023

### **CLASS B**

Churchville-Chili	918
Our Lady of Mercy	908
Canandaigua	874
Spencerport	874
Brighton	870
Brockport	852
West Irondequoit	831
Eastridge	766
Gananda/Wayne	613
Honeoye Falls-Lima	538

### **CLASS C**

Midlakes/Red Jacket	491
Batavia	489
Newark	463
Palmyra-Macedon	423
Hornell	397
Livonia	394
Dansville	343
Haverling	331
Wellsville	282
Wayland-Cohocton	271
Marcus Whitman	256
Letchworth	214
Incomplete Teams: East Rochester, Lyons, Perry	



## 2019 Diving Sectionals - \$5.00 Admission

- Class A      Friday, November 1                      Gates-Chili HS  
3:30 pm Warm Up, 5:00 pm Meet
- Class B      Friday, November 1                      Eastridge HS  
3:30 pm Warm Up, 5:00 pm Meet
- Class C      Friday, November 1                      Haverling HS  
3:30 pm Warm Up, 5:00 pm Meet

## 2019 Swimming Sectional Preliminaries - \$5.00 Admission

- Class C      Tuesday, November 5                      Webster Aquatic Center  
3:45 pm Warm Up, 5:00 pm Meet
- Class B      Wednesday, November 6                      Webster Aquatic Center  
3:45 pm Warm Up, 5:00 pm Meet
- Class A      Thursday, November 7                      Webster Aquatic Center  
3:45 pm Warm Up, 5:00 pm Meet

## 2019 Swimming Sectional Finals - \$5.00 Admission

- Class C      Friday, November 8                      Webster Aquatic Center  
3:45 pm Warm Up, 5:00 pm Meet
  - Class B      Saturday, November 9                      Webster Aquatic Center  
8:45 pm Warm Up, 10:00 am Meet
  - Class A      Saturday, November 9                      Webster Aquatic Center  
1:45 pm Warm Up, 3:00 pm Meet
- Awards will be given IMMEDIATELY AFTER EACH EVENT, before warm downs. Ribbons and patches will be put in an envelope for each team. A presentation patch will be presented to all winners, 2<sup>nd</sup>-16<sup>th</sup> place dummy awards on the stand. Top 16 will still be expected at the awards stand for recognition and pictures.

## 2019 New York State Championship at Ithaca College

- All Athletes **MUST** meet the State Qualifying times/scores to be eligible for State Competition, but **MUST** compete in Sectionals.
- If the state time/score is achieved at any time other than sectionals. State Verification Form **SHOULD** be completed and kept by the coach. State qualification times **MUST** be on [www.section5swim.com](http://www.section5swim.com)
- **NEW - A diver can ONLY qualify for states with 5 judges**(Section V votes on this in September, and NYSPHSSA will rule on this in October)
- State meet entries will be done exactly the same as Sectionals except the Coordinator will verify them.
- Schools are not allowed to enter/bring alternates for relays.

- **Only** head coaches and diving coaches will be allowed on deck. No one is allowed on the deck without credentials, they will be checked at the door. There will NOT be a coach's hospitality room.
- Thursday            November 21            Open Practice            2:00pm-6:45pm
- Friday                November 22            Swim Prelims            10:30am
- Friday                November 22            Diving - 11 dives        2:00pm
- Saturday            November 23            Swim Finals              10:30am

## Endorsed Website

- All schools **MUST** use the website; [www.section5swim.com](http://www.section5swim.com). The cost is **\$40 per school**. John Coombs can accept Purchase Orders. John will contact every head coach by email. Contact John if you need help with website at [john@computeraide.com](mailto:john@computeraide.com)
- All coaches must update their team roster with **new athletes**. Please add USA numbers for your athletes. USA numbers are usually created from the birthdate, first 3 letters of first name(F), middle initial(M), first 4 letters of last name(L), with an asterisk (\*) for any blanks. (MMDDYYFFMLLLL). Check with your athletes to be sure you are correct.
- Home Teams **MUST** enter ALL Varsity meet results on [www.section5swim.com](http://www.section5swim.com) no later than **24 hours** after the meet.  
\*\* To enter an Invitational or Multiple Team Meet, email a Meet Manager Backup file to John.
- **Online meet results are official verification for athletes qualifying for the New York State Championship**. Verification forms will ONLY be necessary if there is a dispute on a qualification.

## Sectional Program Requirements:

- Section V does NOT provide consolation final ribbons for places 9 thru 16, coach of the year award, swimmer of the meet award, State Meet T-shirts and Silicone Caps for the State Team.
- Everyone **MUST** get at least one advertisement for the sectional program to pay for these items. ADVERTISEMENTS DUE: Monday, September 30, 2019
- Everyone **MUST** get a team picture and individual senior pictures for the Sectional program. PICTURES DUE: Monday September 30, 2019
- Team and Individual pictures **MUST** be named as follows;  
**Team picture - example, Spencerport.jpg**  
**Senior pictures - example, MaryBethJohnson.jpg**
- Class A, B, and C pictures will be collected by John Doerner:  
[websterswim@gmail.com](mailto:websterswim@gmail.com)

## Section V & NYSPHSAA Girls Swimming and Diving Records

EVENT	CLASS A - meet	CLASS B - meet	CLASS C - meet	SECTION V	NYSPHSAA STATE
200 MEDLEY RELAY	1:43.81 2017 PITTSFORD	1:47.21 2018 BRIGHTON	1:52.04 2013 BATH	1:43.81 2017 PITTSFORD	LONG BEACH 2016 1:43.21
200 FREE	1:48.77 2016 LINDSAY STONE Pittsford	1:52.78 2012 SARAH BAXTER Canandaigua	1:58.04 2010 SARAH MOSCA Dansville	1:47.39 2016 LINDSAY STONE Pittsford	1:47.39 2016 LINDSAY STONE Pittsford
200 IM	2:06.56 2015 NATALIE ZARAVELLA Victor	2:05.20 2007 BRITTNEY KURAS Canandaigua	2:10.92 2015 COURTNEY COPPER Marcus Whitman	2:03.62 2017 BECCA EVANS Pittsford	1:58.29 2005 JULIA SMIT Mount Sinai
50 FREE	22.78 2015 KATIE SMITH Pittsford	23.25 2012 CARI STANKAITIS Honeoye Falls-Lima	23.93 2002 LIBBY SNYDER Honeoye Falls-Lima	22.72 2015 KATIE SMITH Pittsford	22.21 2016 KATHERINE DOUGLASS Pelham
DIVING	560.20 pts 2008 JENNY CHIANG Fairport	569.75 2018 HANNAH BUTLER BRIGHTON	509.85 pts 2015 COLETTE ANIKWUE Letchworth	569.75 2018 HANNAH BUTLER BRIGHTON	561.80 pts 1999 CASSANDRA CARDINELL Shaker
100 FLY	55.04 2017 MEGAN DEUEL Pittsford	57.31 2006 HEATHER SAVAGE Canandaigua	56.94 2003 LAUREN BONFE Alfred-Almond	53.83 2018 MEGAN DEUEL Pittsford	53.13 2016 KRISTEN ROMANO Long Beach
100 FREE	50.37 2017 TONI NACCARELLA Penfield	50.45 2012 CARI STANKAITIS Honeoye Falls-Lima	52.66 2002 LIBBY SNYDER Honeoye Falls-Lima	50.37 2017 TONI NACCARELLA Penfield	48.54 2016 KATHERINE DOUGLASS Pelham
500 FREE	4:46.80 2016 LINDSAY STONE Pittsford	5:06.16 2002 LAUREN TIMBY Irondequoit	5:16.88 2018 RACHAEL MAYOU Palmyra-Macedon	4:46.80 2016 LINDSAY STONE Pittsford	4:46.80 2016 LINDSAY STONE Pittsford
200 FREE RELAY	1:34.22 2015 PITTSFORD	1:38.31 2006 CANANDAIGUA	1:41.95 2003 HONEOYE FALLS-LIMA	1:33.77 2015 PITTSFORD	1:33.77 2015 PITTSFORD
100 BACK	55.18 2007 JENNY LEWIS Pittsford	58.18 1995 DENA LOFTUS Honeoye Falls-Lima	58.27 2011 DANYEL JOHNSON Dansville	54.83 2017 MEGAN DEUEL Pittsford	53.36 2016 KRISTEN ROMANO Long Beach
100 BREAST	1:05.46 1999 LINDSAY KIRCHOFF Webster	1:04.52 2015 GRACE BAUMER Honeoye Falls-Lima	1:06.23 2015 COURTNEY COPPER Marcus Whitman	1:04.52 2015 GRACE BAUMER Honeoye Falls-Lima	59.85 2016 MARGARET AROESTY Long Beach
400 FREE RELAY	3:27.89 2015 PITTSFORD	3:34.82 2013 CANANDAIGUA	3:39.11 2011 DANSVILLE	3:25.24 2015 PITTSFORD	3:25.24 2015 PITTSFORD

**SECTION V - GIRLS SWIMMING & DIVING  
2019 SECTIONAL PROGRAM ADVERTISEMENT**

Color Back Cover and Inside Covers: Negotiable

Full page: \$125.00

Half page: \$75.00

Quarter page: \$50.00

Eighth page: \$ 30.00 (approx. business card size)

\* Advertisement **MUST** be Copy/Sizing Ready (.doc .pdf or .jpg)

\* Pages will be Black & White unless on the covers

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Checks Payable to: **SECTION V**

- Advertisement **MUST** be copy ready
- Email or USMAIL advertisement with information below:

[websterswim@gmail.com](mailto:websterswim@gmail.com)

John Doerner  
410 Bayside Drive  
Webster, NY 14580

- ✓ Name or Business Name: \_\_\_\_\_
- ✓ Address: \_\_\_\_\_
- ✓ Phone: \_\_\_\_\_
- ✓ E-Mail Address: \_\_\_\_\_
- ✓ SIZE OF AD: \_\_\_\_\_ \*\* COPY READY and ATTACHED \*\*

**Deadline: Friday, September 30<sup>th</sup>, 2019**

Program fund designation (check as many as you want):

\_\_\_\_\_ Ribbons for places 9-16

\_\_\_\_\_ Coach of Year Award

\_\_\_\_\_ Performance of the Meet Award

\_\_\_\_\_ State Meet Caps

\_\_\_\_\_ State Team Shirts

**Section V**  
**State Meet Qualifying Verification**

**Coaches MUST hold onto their own verification forms**  
**Coordinator will call for forms if needed**

Date \_\_\_\_\_ School \_\_\_\_\_ Meet Site \_\_\_\_\_

**PLEASE PRINT**

**Individual Events**

	<u>Athlete Name/Grade</u>	<u>Event</u>	<u>Time/Score</u>
1.	_____	_____	_____
2.	_____	_____	_____
3.	_____	_____	_____
4.	_____	_____	_____

**Relay Events**

**200 Medley Relay**

**200 Free Relay**

**400 Free Relay**

**Time** \_\_\_\_\_

**Time** \_\_\_\_\_

**Time** \_\_\_\_\_

**Athlete Names/Grades**

**Athlete Names/Grades**

**Athlete Names/Grades**

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**I certify that performances listed above are accurate and was performed in a NYSPHSAA meet in accordance with NFHS rules.**

**Referee (Signed)** \_\_\_\_\_ **Date** \_\_\_\_\_

**Referee Name (Please Print)** \_\_\_\_\_ **Phone** \_\_\_\_\_

**Coach (Signed)** \_\_\_\_\_ **Date** \_\_\_\_\_

**Coach Name (Please Print)** \_\_\_\_\_ **Phone** \_\_\_\_\_

## SCHOOL CERTIFICATION FOR SECTIONALS

**This school certification form MUST be submitted and signed before any athlete from your team competes in any Sectional Competitions.**

I hereby state that all the student athletes whose names appear on the entry form meet all School, Section V, and NYSPHSAA regulations for competition in the 2019 Section V Girls Swimming and Diving Championships.

**Class A** - send to John Doerner - [websterswim@gmail.com](mailto:websterswim@gmail.com)

**Class B** – send to Bob Black - [bravesoat@gmail.com](mailto:bravesoat@gmail.com)

**Class C** – send to Jeff Anthony - [JANTHONY@MWCSD.ORG](mailto:JANTHONY@MWCSD.ORG)

Coach \_\_\_\_\_(Print)]

Signature \_\_\_\_\_(Sign)

School \_\_\_\_\_ (Print)

Name (AD or Principal) \_\_\_\_\_ (Print)

Title \_\_\_\_\_ (Print)

Signature \_\_\_\_\_ (Sign)

Date \_\_\_\_\_ (MM/DD/YY)