

US Academic Triathlon State Competition 2019 Information Packet

::: READ ENTIRE PACKET CAREFULLY :::

TEAMS & COACHES:

NOTE: Complete Meet Facilitators assignments and detailed team schedules will be emailed to all team Coaches soon. If you have not received your schedule by Thursday, March 28, please email sarah@usacademictriathlon.com.

10:30 a.m.: Arrive at **Woodbury Middle School, 1425 School Drive, Woodbury, MN, 55125**. NOTE: This is different than earlier communications. Park and enter through Door J-10 with your team. Follow the indoor signs to Gym A.

10:45 a.m. – 11:45 a.m.: Team pictures will be taken in Gym A. This is also when student should eat lunch. Students need to be present for pictures – there will not be a later opportunity to take official team pictures. Do not try to talk to the team at any time after 10:45 a.m., not even before the skits. Teams may be subject to an Unsportsmanlike Conduct penalty if you talk to them throughout the Meet.

Bring:

- Two 10-ream photocopy paper boxes
- Two trained and experienced Facilitators (coaches/parents/volunteers) per team
- Your Competition Kit – *Double check before you arrive at State! Each team's Competition Kit will be checked before they begin, so remove unnecessary materials that may cause penalties for your teams, and make sure they have everything they need.*
- Your assigned P.A.R.T.Y. in a Box item(s).
- One Program Manual per team (ideally one Program Manual per Facilitator, for reference)
- Bag lunches for students and coaches (light afternoon snacks are provided)
- Quiet activities for students during down time before and after Meet

You should know:

- The color of the Meet – Yellow, Green, or Peach – in which you are competing
- Your team letter
- When your team pictures are scheduled (rough order)
- Smart devices (phones, tables, watches, etc.) are not allowed during the State competition. If students have smart devices on them when they check in to the Meet, they will be taken away and returned at the end of the competition.
- Photos will be taken throughout the State competition. By participating in State, you and your students are consenting to being photographed for the use of US Academic Triathlon (website, marketing materials, etc.). If you have concerns, please contact sarah@usacademictriathlon.

IMPORTANT INFORMATION:

USAT staff will run the State Meet out of room D123. This is also the Score Room and Lost-and-Found. The day-of phone number is 612-743-7102.

Questions before State? Contact Executive Director Sarah Sheldon at sarah@usacademictriathlon.com or 507-645-2560 (email is preferred and more reliable).

FACILITATORS/COACHES:

10:40 a.m.: Leave teams in Gym A with their bag lunches, quiet activities, Competition Kits, and photo schedule. You will not see your team again until after the Meet. A guide will take teams to their appropriate Meet locations at 11:45 a.m.

10:45 a.m.: Report to the Media Center on the second floor to register and become a Meet Facilitator. There will be two 6-team Challenger Meets and an 8-team Cross-Trainer Meet at State; they will run concurrently. Facilitators will be working in one of the Meets in which their team is not competing. You will receive your final Facilitator packet at this meeting. Any last-minute clarifications regarding facilities, penalties, and other details will be covered first, before Facilitators break into smaller groups. Please come familiar with the expectations of your role (*assignments will be sent out by Thursday, March 28*). BE READY to work in any event. The Program Manual, found on our website, is a great resource.

Bring to Facilitator Meeting:

- Two 10-ream photocopy paper boxes
- Your assigned PARTY in a Box items (We won't have extra items, and your team may receive an unsportsmanlike conduct penalty if you come unprepared.)
 - Drop your items under your team color/letter for dissemination
- A Program Manual
- A stop watch and pen/pencil

Facilitator Responsibilities:

Face-Off! Facilitators:

- The “*Face-Off!* Captain” will preview Oral and Written questions and determine whether any “Alternate Questions” will be substituted.
- Set up and test buzzer strips to make sure they are working well.
- Facilitate *Face-Off!*
- *Face-Off!* readers will assist Host/Facilitators at sign-in.

Mind Sprints Facilitators:

- Meet with your “Mind Sprint Captain” to preview the problem.
- Try to anticipate possible questions that may arise. Clarifications will be made at this time.
- Decide how the Mind Sprint will be set up.
- Set up your Mind Sprint and facilitate your event for each team in your Meet.

P.A.R.T.Y. in a Box Facilitators:

- Facilitators will serve as P.A.R.T.Y. prep packers and work together to sort all PARTY items, then take items to the rooms where they will be the Facilitators.
- Sorters for all three meets will be using the hallways outside the Media Center for all dissemination.
- High school students will once again be trained to judge P.A.R.T.Y. in a Box presentations so coaches may attend their own team's performance.

FAMILY AND SPECTATORS:

You are welcome to attend and watch events, but please sign in at the Information Table in (main entrance lobby or near Gym A). You must wear a nametag with your name and team/school affiliation clearly visible. Do not try to talk to your student or the team at any time between 10:45 a.m. and the end of P.A.R.T.Y. in a Box presentations. Students and teams may be subject to an Unsportsmanlike Conduct penalty if you do.

HOST/FACILITATORS and ASSISTANT HOST/FACILITATORS:

Meet at 10:00 a.m. in the Media Center for training, to prepare your sites, and receive materials/info. Only six coaches are named Host/Facilitators and Assistant Host/Facilitators. You will know if this applies to you.

MEET ASSIGNMENTS AND PHOTO LIST

The lists below are the teams for each meet, your P.A.R.T.Y. in a Box items to bring, and the photography order (from top to bottom). Photos will begin promptly at 10:45 a.m. and continue sequentially until the Meets start. If time does not allow for all teams to be photographed, photos will continue during the scoring break **ONLY** if necessary. All students and teams should be in attendance for team photos. Team photos and press releases will be provided via email to each team the week after the State Meet.

Yellow Cross-Trainer Meet:

Meet	Letter	Team #	School (Location)	P.A.R.T.Y.
Yellow	A	X019	Lake MS (S. Washington County Schools)	W
	B	X030	Sartell MS (Sartell-St. Stephen)	B
	C	X032	Dover-Eyota MS (Dover-Eyota)	M x2
	D	X025	Woodbury MS (S. Washington County Schools)	P
	E	X043	Byron MS (Byron Public Schools)	S
	F	X040	Byron MS (Byron Public Schools)	C
	G	X005	St. Ambrose School (Woodbury)	R
	H	X053	Robert J. Elkington MS (Grand Rapids)	R

Green Challenger Meet:

Meet	Letter	Team #	School (Location)	P.A.R.T.Y.
Green	A	C045	St. Katharine Drexel School (St. Cloud)	W
	B	C012	Cottage Grove MS (S. Washington County Schls)	B
	C	C063	St. Charles ES (St. Charles)	M x2
	D	C067	Chatfield Elementary (Chatfield)	P
	E	C026	NFSI School (S. Washington County Schls)	S, R
	F	C091	Robert J. Elkington MS (Grand Rapids)	C, R

Peach Challenger Meet:

Meet	Letter	Team #	School/Location	P.A.R.T.Y.
Peach	A	C034	Valley Crossing ES (S. Washington County Schls)	W
	B	C043	St. Katharine Drexel School (St. Cloud)	B
	C	C083	Stewartville (Stewartville)	M x2
	D	C029	PES/OMS (S. Washington County Schools)	P
	E	C022	Lake MS (S. Washington County Schools)	S, R
	F	C073	Byron Middle/Intermed School (Byron)	C, R

PARTY Items Key: (all items are per team in your Meet, - if you are in an 8-team Meet, bring 8 of your items)

W = 10 feet of white paper (at least 3 feet wide) and an 8-page newspaper section per team in your Meet

B = 1 brown paper grocery bag, 1 empty plastic milk jug (cleaned), and 3 paper clips per team in your Meet

M = 5 feet of aluminum foil and 3 (10-inch) colored paper plates per team in your Meet

P = 2 garbage bags and 2 plastic cups per team in your Meet

S = 6-foot strip of colored yarn/garland/streamer per team in your Meet

C = 3 sheets of construction paper, 4 straws, and 1 inexpensive bright item of choice per team in your Meet

R = 1 or 2 sizable safe, cheap, shiny items of choice per team in your Meet