



**2018 All City Swim Meet  
Important Dates & Deadlines  
Monona Community Pool  
July 26-July 28, 2018: 8:00 AM Start Time**

Date	Action Required	Contact/Additional Information
Sun, June 10	List of seniors and their contact information to Linda Keller	Email: Linda Keller: <a href="mailto:lindakeller.mo@gmail.com">lindakeller.mo@gmail.com</a>
Fri, June 15	Official volunteers due	Email: Nancy Keith: <a href="mailto:nancykeith@charter.net">nancykeith@charter.net</a>
Fri, June 22	Senior information and photo due	Linda Keller will contact each swimmer with instructions for submitting information and photos for their senior profiles.
	Ground graphics purchase due	Available for purchase via All City website, <a href="https://swim.moallcity.com/">https://swim.moallcity.com/</a>
Fri, June 29	Timer & Clerk of Course volunteers due	<a href="https://www.signupgenius.com/go/5080f4aafa823a20-allcity2">https://www.signupgenius.com/go/5080f4aafa823a20-allcity2</a> Questions: Amy Foley: <a href="mailto:ajcbj@frontier.com">ajcbj@frontier.com</a>
	Race Sponsorship	Available for purchase via All City website, <a href="https://swim.moallcity.com/">https://swim.moallcity.com/</a>
Sun, July 22	Warm-Ups at Monona	See schedule in coaches packet for times
Sun, July 22	Entries Y feeds due at warmups, NAMES for 8&U relays due when submitting entries	See ENTRY TIMELINE in coaches packet Entries to: Austin Lacy Checks payable to: "Monona All City Swim"
Mon, July 23	Penalty period until 6 PM: Swimmers may be added to the meet, but cannot score points	Email entries to Austin Lacy: <a href="mailto:austinlacy@affinityholding.com">austinlacy@affinityholding.com</a>
Mon, July 23	Psych-sheet posted 9:00 PM	Psych sheets for all events on TH & FR posted on All City Swim Meet Website
Wed, July 25	<b>Mandatory Clerk Training</b> 11:00 or 6:00 PM at Monona Community Pool	Email Sue McDade: <a href="mailto:smcdade@waunakee.com">smcdade@waunakee.com</a>
Thurs, July 26	<b>All-City Swim Meet</b> 11-12, 13-14, 15-19, Prelim Individual Unified, Finals Individual	7:00 AM Coaches Meeting 8:00 AM Start Time
Fri, July 27	<b>All-City Swim Meet</b> 8&U, 9-10 Prelim Individual 8&U Relay Finals	7:00 AM Coaches Meeting 8:00 AM Start Time
Sat, July 28	<b>All-City Swim Meet</b> All Individual Finals 9&Up Medley & Free Relays	7:00 AM Coaches Meeting 8:00 AM Start Time

## Warmup Schedule

Sunday, July 22nd, at Monona Community Pool

Time	Team
8:00-8:55 AM	Westside
9:00-9:55 AM	Ridgewood
10:00-10:55 AM	Goodman
11:00-11:55 AM	Shorewood
12:00-12:55 PM	Hill Farm
1:00-1:55 PM	Parkcrest
2:00-2:55 PM	Hawks Landing
3:00-3:55 PM	Middleton
4:00-4:55 PM	Nakoma
5:00-5:55 PM	High Point
6:00-6:55 PM	Seminole
7:00-7:55 PM	Maple Bluff



## Senior Recognition

Monona Swim and Dive is looking forward to recognizing all of our All City senior swimmers!

Please provide a list of your seniors and their contact information/emails to our Senior Recognition committee by June 8th. Contact: Linda Keller. [lindakeller.mo@gmail.com](mailto:lindakeller.mo@gmail.com)

We will contact each swimmer with instructions for submitting information and photos for their senior profiles. Profiles will be displayed online and on boards near tent city. Seniors will be recognized on Saturday, following the Men's Medley Relay.

In order to receive their gift, we must receive all senior submissions by Friday, June 22nd.

Please Note, this applies to senior *swimmers* only. Divers will be recognized at the dive meet at West Side.

If you have any questions, please contact Linda Keller at [lindakeller.mo@gmail.com](mailto:lindakeller.mo@gmail.com).  
608-698-2322

## **Clerk of Course Information**

### **Location and Required Staging**



- The Clerk of Course tent will be located just north of the tennis courts – immediately adjacent to tent city.
- Swimmers must check in at the check-in table before entering the tent.
- Clerk of Course check-in, staging and deliver to the blocks is required for:
  - All individual participants in 12 and under events for preliminary events on Thursday and Friday.
  - All individual participants in all events for finals on Saturday.
  - All relays, which are required to report to Clerk of Course as a complete team.

**Relays:** Coaches must pick up relay cards in the morning at the coaches meeting before the meet begins. Changes must be written legibly on the relay card *AND* communicated to Clerk of Course team. Changes to a relay after check-in must be made before all teams have their relays checked in. Once all relays from all teams have checked in, changes will not be allowed.

**Finals:** During finals, a swimmer who does not report to Clerk of Course before the start of the consolation heat of the previous event of the same gender (report no later than event 18 to swim in event 20) shall be considered a no-show and will not be allowed to swim in the event. The first available alternate will be seated.

### **Event Calls**

- Events will be announced over the PA system and a Clerk of Course volunteer will go to each tent with a bullhorn, announcing events that are being staged. Families will also be able to follow calls for events through the 2018 All-City App. We strongly encourage swimmers to come to Clerk of Course on the first call, as it will be our intent to limit the standard wait time in the Clerk of Course tent.
- Swimmers who do not report to Clerk of Course WILL NOT be paged. Relays that do not report to Clerk of Course WILL NOT be paged.

### **Personal Items in Clerk**

- Swimmers are encouraged to leave personal items at their swim team tent and not bring items with them to the Clerk of Course. Team baskets will be provided for swimmers to deposit personal items near the Clerk of Course tent/swimmer exit from the pool deck.
- Monona Swim and Dive Club is not responsible for lost or stolen items.
  - 10 and under swimmers will not be allowed any personal items in the Clerk of Course tent.
  - 11 and up swimmers may take personal items into Clerk of Course and onto the pool deck as long as they are set aside neatly during the race. Swimmers

will be required to retrieve their items immediately following their event. Any items not immediately retrieved will be delivered to the lost and found.

- Swimmers will not be permitted back on deck to retrieve their items once they exit after their event.

### **Swimmers Requiring Assistance**

- Each team will be issued a small number of “parent passes” which will be distributed in your coach’s packet on All-City Warm-up Day. These are to be used at the coach’s discretion, but we recommend that they be used for swimmers with medical conditions that require constant parent supervision. They might also be used for swimmers with behavior issues that would benefit by being accompanied by an adult.
- If additional passes are required, they must be requested in advance of the meet.
- NO parent will be allowed into the clerk area without this pass. Parents hoping to enter will be directed back to their coaching staff to secure the pass.
- The exception to this procedure will be for the Unified Swim participants. Assistance as needed will be allowed.

### **Behavior Reminders**

- We want Clerk of Course to be a positive experience for all swimmers, volunteers, coaches and parents. Please remind your swimmers:
  - Please show respect to the volunteers and other swimmers.
  - Display good sportsmanship, use a quiet voice and stay seated while in the tent.
- Only checked-in swimmers and coaches will be allowed in Clerk of Course. Junior coaches can obtain a nametag and enter the clerk tent only if their names are submitted to us at least one week in advance.
- Porta-potties will be provided at the entrance to the clerk tent. Encourage your swimmers to take care of this task before checking in and being seated.
- We encourage you to check in and motivate individual swimmers, **but team cheers are not allowed in clerk of course.**
- We will request help from each team’s representatives in Clerk of Course should behavior issues arise and only contact coaches if issues are not easily resolved.
- Remind parents to write event/lane/heat assignments on young swimmers’ arms or legs.
- Younger swimmers will be holding hands when staging, so please help them get comfortable with this during regular season meets.

We would like to THANK you all for your hard work and dedication to our swimmers. WE REALLY APPRECIATE YOU!!!

### **Clerk of Course Coordinators –**

Sue McDade 608-516-9012 suemcdade@gmail.com

Keri Robbins 608-692-7830 keri@uwalumni.com

## Volunteer Requirements

All City 2018 at the Monona Community Pool will be powered by volunteers. We rely on people for everything from selling concessions to timing races. With over 2,000 swimmers in the water across 3 days, we require about 900 volunteer shifts.

The year, the All City League requires each participating pool to provide Clerk of Course and Timer volunteers proportional to the team's number of entries in All City 2017 with each team having a minimum of 1 volunteer/shift. Actual volunteer numbers for each pool are reflected on the Signup Genius page and in the table below. \*NOTE\* **Clerk of Course volunteers have a mandatory training at 11 AM or 6 PM on Wednesday, July 26.**

Please direct volunteers to: [All-City Swim 2018 Volunteer Signup](#) to sign up (for required spots and persons wanting to volunteer for additional positions). **The deadline for filling your volunteer slots is June 29th.** If your team has questions about volunteering, please contact our volunteer chair Amy Foley: [ajcbj@frontier.com](mailto:ajcbj@frontier.com)

TEAM	# Volunteers		Total # of Volunteers
	CLERKS	TIMERS	
Goodman	6	8	14
Hawks Landing	8	10	18
High Point	16	17	33
Hill Farm	8	10	18
Maple Bluff	6	8	12
Middleton	17	18	35
Monona	13	15	28
Nakoma	6	6	12
Parkcrest	8	8	16
Ridgewood	21	23	44
Seminole	13	15	28
Shorewood	16	18	34
Westside	6	6	12



## **Monona is Moving Toward Zero**

### **Waste, and We Need Your Help at All City Swim!**

#### ***WHAT IS A ZERO WASTE INITIATIVE?***

It's an ongoing process of examining the waste we create, and then adjusting our purchasing, use, and disposal habits. First, we prevent waste whenever possible. Next, for what we can't prevent, we recycle and compost as much as possible so as little as possible is sent to our landfill, with zero being our end goal. We invite all teams in the league to join us and we're happy to help you get started!

#### ***HOW WE NEED YOUR HELP AT ALL CITY - please encourage your athletes and families to...***

- (1) Bring waste items to Zero Waste stations throughout the event grounds, where volunteers will help guests recycle or compost their items instead of throwing them away.
- (2) Keep your tent clean and win cool stuff. As part of our *ZW Clean Tent Challenge*, Thursday and Friday evenings we'll look over Tent City, choose **two teams** who have left their tent the cleanest before heading home, and award all coaches from those teams with passes for next-day VIP hospitality privileges. Just flash your pass and cut to the front of the food line at any time, all day. On Saturday evening, the head coaches of the two winning teams will receive cool SWAG, delivered after the meet.
- (3) Prevent plastic waste - Instead of bringing bottled water to All City or purchasing at the event, BYO re-useable water bottles and fill up all weekend, for FREE, at our brand new water re-fill station.

**THANK YOU FOR ALL YOU DO, AND FOR KEEPING OUR KIDS, FAMILIES AND COMMUNITIES HEALTHY!**