

MONROE COUNTY LEAGUE



ALPINE SKI COACHES MANUAL



Revised 11/4/08
JB

GOVERNING RULES

1. Interschool competition in skiing shall be limited to a maximum of eighteen (18) meets a season, exclusive of sectional competition.
2. Competitors shall have at least ten (10) team practices and (8) individual practices before his/her first meet. Each athlete needs to attend at least 8 of the 10 organized practices, but is not limited to ten.
3. All organized practices and meets shall be limited to the period set by the Monroe County Athletic Association.
4. All meets shall be conducted under the rules of the U.S. Eastern Amateur Ski Association, The National Ski Association of America, and the Federation Internationale de Ski (FIS).
5. A School has to be sanctioned by their Board of Education, and have the Board's approval to be eligible to participate in any event....passed December 16, 1971,
6. That each school competing in the Monroe. County League be charged a fee each ski season. This fee may change due to inflation. This money will be deposited with the county association and will cover expenses incurred for course setting, electrical timing, slop rental, officials, etc. Unused monies will be applied to next years budget. Manpower and personnel still would be the burden of an individual school, and this responsibility would rotate and be assigned by the Ski Chairperson.....passed April 9, 1972.

Coaches Responsibilities:

- Submit race entries to County Scorekeeper before each race (Bill Magee, mmadvise@rochester.rr.com, mmadvise@gmail.com)
- Distribute and collect bibs (Please make sure all bibs are in the bag prior to handing the bag off to next coach)
- Provide gatekeepers
- Distribute lift tickets
- Supervise races and on hill training
- Submit team rosters to Jamie (who will forward them to the appropriate people).

Responsibilities of Sponsoring Coach

- Contact mountain before race day to identify any potential problems.
- Arrive at ski area well before start of race.
- Provide necessary personnel (see below).
- Instruct chief gatekeeper as to when/where gatekeepers meeting will be.
- Position starters, recorders, gatekeepers, etc. before 9:00 start.
- Maintain communications with county chairperson regarding any problems.

○ **Race Personnel**

- Starter & Assistant Starter
- 1 Chief Gatekeepers (provided by the league for the entire season)
- 3-4 Recorders (at least 1 inside & 2 on scoreboards)

Responsibilities of All Coaches on Race Day

- Supervision of his/her own team
- Be familiar with race rules
- Inform his/her own team of the rules applying to racers
- Provide gatekeepers for the race that host (1 per season)
- Check with the league chairperson for previous race results and communications.
- Give your bibs to the coach who will be using them at the next race before you leave.
- Clean up his/her own team area in the lodge at the completion of the meet.
- If you have transportation difficulties (technical, weather, etc) please notify Chairperson no later than ½ hour before start of race, so we can make a decision (Chair, Host school, TD) on start time.

Host/Sponsor Responsibilities *(Each school will host one race per season)*

- Bring paper RRS scoreboards to your host race. Without these, you will have no scoreboards.
- Fill out scoreboard sheets
- Provide parent volunteers as the gatekeepers (10-12), assistant starter, finish referee, scoreboard recorder, and announcer when requested and help with the copying and distribution of results.
- Pickup and distribute gatekeeper tickets to parent volunteers.
- Communicate with the host area personnel.

County Chairperson Duties

- Contracts with ski managers to schedule races.
- Manages race supplies: scoreboards, gatekeeping supplies, bibs, software, writing utensils, etc.
- Submits race schedule to the D&C.
- Negotiates budget with Monroe County Treasurer.
- Distributes All County Team Awards.
- Chairs pre/post season meetings.
- Communicates with coaches.
- Attends athletic directors pre-season meeting.
- Prepares a budget for MCL.

Racer's responsibility on race day is to ABIDE BY THE SKIER'S RESPONSIBILITY CODE!!

Monroe County Scorekeeper Responsibilities

- Collects 198 race entries and provides them to the race areas
- Maintains season standings.
- Provide the Democrat and Chronicle with race results (both team and individual 585/258-2400). Always call, even when you fax (585/258-2776) them. Results are faxed from the ski area, call the D&C before 9:30pm that evening to see if they have received them.

Racing Conventions/Rules

- If you lose a ski in a fall you may NOT continue (exceptions include the last gate. You may finish the race on one ski; you may run with NO skis across the finish line).
- Slow or fallen competitors must yield to overtaking racers.
- If interfered with a racer must pull off the course, notify a gatekeeper and race personnel and finish referee to request a provisional re-run.
- If a competitor misses a start, they may run at the end of their ongoing division. If your division has already gone, you are to run at the end of the next division. (Exception- re-runs). (Ex. Varsity boy #101 shows up and misses his start, he will run at the end of Varsity boys. If that same racers shows up AFTER JV boys have started he will run at the end of JV boys).
- **NO POST RUNNING:** a trail becomes closed at the end of the race for cleanup, reset, etc. No racers are allowed and can be disqualified for high speeds and ignoring closed trail signs.

Course Inspection

- No skiing the line during inspection.
- No shadowing the gates prior to the race.
- No shinning the outside gates in slalom.
- No walking without skis on in the course.
- Sideslipping is allowed, but not the line.
- Wedging or snowplowing through several gates is allowed, but the outside ski must be slipping.
- No high speed skiing on ANY section of a course.
- **BIBS ARE TO BE VISIBLE WHILE INSPECTING.** This helps identify violators of the above mentioned.

Disqualifications

- ***Racers can be disqualified for the following behavioral reasons...***
 - Damaging or destroying the course after missing a gate or falling.
 - Use of banned chemicals.

- Swearing or any two behavioral warnings given by the gatekeeper and/or coaches (i.e. cutting the lift line, reckless skiing, boisterous behavior, jewelry. 1st warning should be documented on the scoreboard by the racers name using the term warning, 2nd warning results in disqualification for the day and following event (Section V DSQ Procedures).
- Racers congregating around a gatekeeper and having conversation. The gatekeeper does not have their full attention on their gates. 1st offense is a warning, 2nd offense is a disqualification for the day and following event (Section V DSQ Procedures).
- Violating course inspection rules.
- Disqualification forms are to be filed and sent to Section V.

****Racers can be disqualified for the following reason without disqualification for the day...***

- Missing a gate or not finishing the course.

IT IS THE RESPONSIBILITY OF THE ATHLETE & HIS/HER COACH TO BE FAMILIAR WITH ALL RULES.

ONLY THE CHIEF GATEKEEPER/MOUNTAIN PERSONNEL HAS THE AUTHORITY TO DISQUALIFY.

Cancellations

- The county chairperson will make a decision to hold or postpone the meet. If the meet is postponed, the chairperson will inform coaches by 5:30 AM using the phone tree.

Rescheduling of a Meet

- After consultation with at least the sponsoring coach, one other coach, and the ski area, the county chairperson will make a decision regarding location and date of the rescheduled meet. This location and date will be submitted to the MCPSAA for their approval.
- Assuming a make-up date has not already been scheduled

Every effort will be made to reschedule and complete the entire schedule.

League Championship

- The total won/lost record will be calculated from all races. The team with the best record is the league champion. In the event of a tie, the champion will be determined by overall time totals for the year. Varsity league champions will receive the MCPSAA CHAMPIONSHIP LEAGUE.

Overall League Champion

- Using the best three (3) point results out of the total slalom results, the best three (3) point results out of the total giant slalom results, and the best next point result from a seventh race in either discipline, one boy and one girl will be designated the Overall League Champions for the year and will be named to the All County 1st Team. The All County League Champions are automatic delegates to the NY State meet.

All County

- Using the best four (4) out of the total slalom results for each individual, one boy and one girl will be designated the Slalom Champion for the year and are automatic All County 1st Team if their All County points don't already place them on the team.
- The same process using the Giant Slalom results will yield the overall Giant Slalom Boy and Girl Champion.

- The remaining positions on the six (6) person All-County 1st Team will be filled by taking the best three (3) Slalom, the best three (3) Giant Slalom and the next best point score from the total season races for each individual. The top six highest total point results will determine the individuals named to the 1st team. The second team will also consist of the next six (6) members having the next best All County point totals.
- First and second All-County Teams will be chosen for the Varsity Boys and for the Varsity Girls.
- All first team selections receive a patch and a certificate. All second team selections receive a certificate only.

Jury Make-Up

- The Jury consists of Race Sponsor (team coach), TD and League Chairperson.
- DSQ's are posted on the scoreboard.
- The level of the infraction will determine if the racer can return to the course later that day or be suspended.
- A coach can request a jury when he/she believes a rule contained within this manual has been violated. The jury must be requested within ½ hour of the completion of the meet. Provisional re-runs must be requested by the coach to the TD.

Protest Procedure

- **Protest**
 - Either coach may protest a game at any point in the game. The protesting coach must notify the opposing coach and have all officials indicate, in writing, in all scorebooks, the point of infraction.
 - The protesting coach, with written verification from his/her Athletic Director, must write a complete explanation of the protest (including the rule violated). The written protest must be delivered or sent by certified mail and in the hands of the Sport Chairperson within 48 hours from the time of the protest. Copies must be delivered or sent by certified mail to the other school/schools, coaches, boys coordinator/girls coordinator and Athletic Directors involved within the same time frame.
 - The Chairperson will render a decision and disposition of the protest, in writing within 72 hours upon receipt of such protest. The chairperson must get written statements from the opposing coach and all officials prior to reaching his/her decision. The decision must be delivered or sent by certified mail and in the hands of the protesting coach/Athletic Director within 72 hours. Copies of the decision must be delivered or sent by certified mail to the other school/schools, coaches, boys coordinator/girls coordinator and Athletic Director within the same time frame.
 - Any situation not covered in this procedure should follow the same procedure as the appeal.
- **Appeal**
 - The appeal must be made in writing, delivered or sent by certified mail in the hands of the opposing school, coach/Athletic Director and the Executive Secretary/President within 48 hours upon receipt of the Chairpersons decision.
 - The Executive Committee will act on the appeal and render its decision as soon as possible.
 - Copies of appeal and subsequent decision must follow previously stated timeline.

- **Notes**

- All protests must be confined to MCPSAA Interscholastic Varsity contests only.
- If the above time frame is not adhered to, protests will not be addressed.
- Sundays, holidays, snow days and school vacation days do not count in the above stated time requirement.
- In the absence of the Athletic Director, the protest must be signed by the respective building principal.

***The above protest and appeal procedures is for a major offense. A protest listed above would not be required for DSQ's or other race related issues.

Seed Order (2009-20010 Season)

1	Canandaigua
2	Webster
3	Fairport
4	HF-L
5	Irondequoit
6	Brighton
7	Mendon
8	Sutherland
9	Penfield
10	Victor

Seed Forms

- Must be sent 36 hours before the time of the race.
- These can be emailed to Bill Magee (see coaches responsibility section for email address).
- Minimal changes can be made before the race begins on race day. If these changes are known the day before, email them to Bill and the changes will try to be implemented before the race.
- **ONLY SUBSTITUTIONS CAN BE MADE.** Names cannot be moved up on your list.
- If you have a senior racing as a Varsity B, that name will be in the JV seed. Please identify this racer as Varsity B.
- Bibs will be distributed at the preseason meeting. We will rotate bib bags at the end of each race, with the exception of non-league races. Bags are to be rotated down, for example, bib bag one would be given to team #8 and team #1 would get from team with bib bag #2.

Seeding and Entry Procedure

- Seeding will be arranged by teams. Team seeding will be determined by a drawing at the beginning of the season and rotate the rest of the season. Individual seeding will be automatic in reference to team seeding.
 - Each school will maintain a permanent seeding card for each contestant, per event.
 - Seeding cards will be color-coded and issued at the beginning of each season.
 - Seeding cards will be used to enter contestants.
 - The coach will assume the responsibilities of seeding cards, and will submit his/her order prior to each event to the coordinating school – one-half hour before contest.
 - Seeding cards will be used to compute final individual standings.
 - Bib numbers 1-54 are used by the Girls Varsity Teams, 55-99 are used by the Girls JV Teams 100-153 are used by the Boys Varsity Teams and lastly, numbers 154-198 are used by the Boys JV Teams.

Teams

- Six (6) racers shall constitute a Varsity team and five (6) racers shall constitute a JV team. Racers may be interchanged, added or deleted per event up until 5:00 PM the night before the event, or on race day due to illness or absence. Substitutions shall be directly made, without juggling entire race orders on day of the event.
- Order of races:
 - First – Girls Varsity (maximum of 6 racers)
 - Second – Girls Junior Varsity (maximum of 6 racers)
 - Third – Boys Varsity (maximum of 6 racers)
 - Fourth – Boys Junior Varsity (maximum of 6 racers)

Order of Racers in a two (2) Run Events

- The BIBO system will be used in a two (2) run event.
Explanation: In the second run of a two (2) run event, the starting order is determined by using the order of finish in the first run (with the top five finish places being reversed). Using the order of finish in the first run, the starting order in the second run will be: 5, 4, 3, 2, 1, 6, 7, 8, 9, 10, 11, 12, 13, 14, 16, etc...

Scoring Procedures

- Team Scoring – the best three (3) finishers per alpine event will be scored.
 - The team with the best combined time will receive 7 Win Points and 0 Loss points for each race.
 - The team with the slowest combined time will receive 0 Win points and 7 Loss points.
 - The best Win/Loss points at the end of the season is the League champion.
- Individual Scoring – the top thirty (30) finishers will receive race points.
 - For each race, the winner will receive thirty (30) individual points, second place receives 29 points, and so on to the 30th place individual who receives 1 point.

A won/lost record will be calculated for each team at the conclusion of each meet. Won/lost records are calculated by comparing point totals for an entire day's events (where the events held on one day constitute a meet).

- If teams have identical win/loss records at the end of the year, final standings will be determined by the total time for each team for all races in both disciplines.

Gatekeeping

- Each school is responsible for providing all gatekeepers for their host race.
- The coach of each team is responsible for having their gates staffed. Make sure to review gate-keeping rules with your racers.
- If a team is not represented at the meeting, no racer from that school may start until that position is filled on the hill. Once that position is filled, the team's racers can go at the end of their seed.
- Gatekeepers are to wear their designated bib and have a clipboard.
- Gatekeepers are required to meet the Chief gatekeeper at the top of the course 20 minutes before the race begins. The gatekeepers for the second run will need to meet at the top of the course 20 minutes before the race to check in with the chief gatekeeper. If gatekeepers from a given school do not report for the second race, the coach will be responsible to find a person to immediately fill that position until an alternate can be put in place. If the coach cannot be found and no person is at the post, that school may not start their racers.
- The chief gatekeeper will pick up the information from the gatekeepers. Please make sure that your gatekeepers stay on the hill until the Chief Gatekeeper has collected their sheets. Once collected, the gatekeeper may return to the lodge. When there is extreme cold, alternative arrangements may be offered.

Chief Gatekeeper Responsibilities

- The chief gatekeeper will pick up the information from the gatekeepers. Please make sure that your gatekeepers stay on the hill until the Chief Gatekeeper has collected their sheets. Once collected, the gatekeeper may return to the lodge. When there is extreme cold, alternative arrangements may be offered.
- Hold the gatekeepers meeting approximately 20 minutes before the start of the each run at the start of the course.
- Report to the starter that all gatekeepers are in position and we are ok to start the race. If there are spots with no person posted, fill in that spot or find a replacement.
- Have Gatekeepers from each school sign-in (use a assignment sheet) sheet should also indicate hill assignment and position.
- Gatekeepers should be in place 15 minutes prior to contest.
- DSQ should be reported after each run and times – Once per team (girls, varsity and junior varsity).
- It is your responsibility to check gatekeeper cards for accuracy, validate DSQ. Keep all information for Jury or a protest.
- County Chairperson will be responsible for organizing and handling all protests.

Communication

- Start time of Weeknight races will be 5pm; start time of weekend races will be 9am.
- Start time of second run will be posted at the scoreboard as well as announced. The host school is responsible for posting the start time of the second and successive runs.

*These will be the general gate-keeping locations. Please check with the Chief gatekeeper for exact gates for each race. Courses vary in length and difficulty so some changes in the assigned gates may be made on race day.

When to cancel a race...

- **The ski area is closed.**
- **One or more participating schools are closed due to weather**
- **Roads are closed (No travel advisory).**

BIBS

Coaches will receive a bag bibs upon their arrival at the first race. From this point forward they are responsible for the condition of each set of bibs that they receive throughout the season.

Upon receiving a set of bibs, inspection of their condition should be made.

To report a lost or damaged bib, uses the form illustrated below and give this form immediately to the county chairperson. The school which last used that set of bibs will be charged a t the rate of \$100 damaged/lost. Checks should be made out to the county chairperson who will provide a receipt and maintain a fund for the purchase of replacement bibs and the cleaning of bibs at the end of the season.



LOST/DAMAGED BIB REPORT FORM

Date: _____

Bib Number: _____

Lost or Damaged? _____

If damaged, description of
damage: _____

Coach
Reporting: _____

Did a member of your team lose/damage the bib? _____ YES _____ NO

Name of last competitor to use the bib (if a member of your
team): _____

**2008-2009 Monroe County Alpine Ski League
Coaches Phone Tree**

Coach	School	Address	Home Phone	Work Phone	Cell Phone	Email Address
Jamie Bennett	HF-L	102 East Street Honeoye Falls, NY 14472	585/624-9514	585/624-7890	585/472-5473	jbennett8@rochester.rr.com
Larry Barker	Fairport	52 Meadow Glen Fairport, NY 14450		585/422-0782	585/704-0879	Laurence.barker@xerox.com
Jason Lehmbeck	Fairport Assistant	104 Dorking Road Rochester, NY 14610	585/249-5082	585/421-2030	585/738-5082	Jason_lehmbeck@fairport.monroe.edu
Bill Matthews	Sutherland	307 Tobin Road Henrietta, NY 14467	585/334-2206		315/945-4481	Dylan_bronson@pittsford.monroe.edu
Jen Haggerty	Victor Assistant	7488 Townline Rd Victor NY 14564	585/260-7555			Ibchaggerty@yahoo.com
Dylan Bronson	Sutherland Assistant	35 Wind Mill Road Pittsford, NY 14534	585/249-9776	585/267-3114	585/217-2421	Dylan_bronson@pittsford.monroe.edu
Carl McDonough	Brighton	6 Ironstone Drive Rochester, NY 14624	585/247-8371	585/242-5070	585/520-8146	mcdownhill@aol.com
Sean Metz	Brighton Assistant	64 High Manor Dr. Apt 8 Henrietta, NY 14467	585/413-0506	585/233-8983	585/424-7155	Sean_metz@bcso.org
Jeff Riesenberger	Irondequoit	65 Pinegrove Avenue Rochester, NY 14617	585/544-3772	585/467-6960	585/370-2385	jriesenberger@aol.com
Kelly Jacob	HF-L	36 Woodridge Drive Mendon, NY 14506	585/624-2089	585/624-2723	585/738-6948	keljacob@gmail.com
Brandon Mauks	Mendon	1167 Park Ave. Rochester, NY 14610	954/336-8375		954/336-8375	Brandon_Mauks@pittsford.monroe.edu
Alison Rodman	Victor	150 Eaglesfield Way Fairport NY. 14450	585/377-0907		585/739-0670	Alison.Rodman@gmail.com
Wade Sarkis	Canandaigua	48 Howell St. Canandaigua NY. 14424	585/394-6759	585/396-2720	585/747-9638	wsarkis@rochester.rr.com
Rich Wait	Penfield	1301 Lake Road Webster, NY 14580	585/265-9152	585/544-0400	585/739-4498	richw8@aol.com , wait@qvii.com
Rob Francis	Webster	9 Bramblewood Lane Penfield, NY 14526	585/388-6884	585/670-5227	585/613-8183	rob_francis@webserschools.org
Bill Magee	Scorekeeper	95 Brookside Drive Rochester, NY 14618	585/383-0907		585/406-5057	mmadvise@rochester.rr.com

**Carl calls Larry and Sean, Larry calls Jason and Bill, Bill calls Dylan and Wade, Wade calls Jeff, Jeff calls Kelly, Kelly calls Alison, Alison calls Jen and Brandon, Brandon calls Rich, Rich calls Rob.

**If someone is not home, please call the next person and pass the message that the previous number was not reached.
**Schedulesonline.org is the server that should have up to date information regarding cancellations.

Revised 11/4/08