

**Government of the District of Columbia  
Department of Parks and Recreation  
23<sup>rd</sup> Annual Black History Invitational Swim Meet**



## **MEET NOTICE**

**The DC Department of Parks and Recreation  
and the United Black Fund, Inc. present  
the 23<sup>rd</sup> Annual Black History Invitational Swim Meet  
Friday, February 13, 2009 through Sunday February 15, 2009  
*Approved by USA Swimming through Potomac Valley Swimming (PVS)***

**VENUE:**

Takoma Community and Aquatic Center  
300 Van Buren Street, NW  
Washington, DC 20011  
Phone: (202) 576-9285  
Web: [dpr.dc.gov](http://dpr.dc.gov)

**MEET DIRECTOR:**

Brendan McElroy  
3149 16th Street, NW  
Washington, DC 20010  
Phone: (202) 671-1289  
Mobile: (202) 258-5407  
Fax: (202) 673-6694  
Email: [brendan.mcelroy@dc.gov](mailto:brendan.mcelroy@dc.gov)

**EVENT TIMES:**

**Session 1 - All Ages:** Friday, February 13, 2009 – Warm Up 4:30 – 5:20 pm  
First Event – 5:30 pm. Coaches meeting 3:30 pm at Takoma.

**Opening Ceremony:** Saturday, February 14, 2009 - 11:00 am.

**Session 2 - 13 and Over:** Saturday, February 14, 2009 – Warm Up 6:00 – 6:50 am  
First Event – 7:00 am\*

**Session 3 - 12 and Under:** Saturday, February 14, 2009 – Warm Up 12:00 – 12:50 pm\*  
First Event – 1:00 pm\*

**Session 4 - 13 and Over:** Sunday, February 15, 2009 – Warm Up 6:00 - 6:50 am  
First Event – 7:00 am\*

**Session 5 - 12 and Under:** Sunday, February 15, 2009 – Warm Up 12:00 – 12:50 pm  
First Event – 1:00 pm\*

\*Note: Meet manager will determine if session start times will need to be adjusted based on the number of entries received. A time line will be established and forwarded to each team by Saturday, January 31.

This meet is by invitation only. Any team/athlete desiring an invitation should contact the Meet Director at the information listed above.

**AGE GROUPS:**

8 and Under, 9-10, 11-12, 13-14, 15-18.

**FACILITY:**

Two 25-yard, 8 lane courses will be used. Lanes are 7 feet wide. Kiefer lanes and starting blocks are at the deepest ends of the course. Stainless steel gutter system. Colorado Timing Systems, multi-lane scoreboard. Continuous warm-up, warm-down will be available during the meet.

**INCLUSION POLICY:**

PVS and host clubs along with their Meet Directors are committed to the "Potomac Valley Inclusion Policy for Swimmers with a Disability" ([http://www.pvswim.org/inclus\\_pol.htm](http://www.pvswim.org/inclus_pol.htm)). Athletes with a disability are welcomed and are asked to provide advance notice of desired accommodations to the Meet Director. The athlete (or the athlete's coach) is also responsible for notifying the session referee of any disability prior to the competition.

**RULES:**

- Current USA Swimming Rules shall govern the meet. All events shall be timed finals.
- The "Whistle-Start, No Recall" Rules shall be used at this meet.
- Dive-over starts may be used at this meet at the discretion of the Meet Manager and/or Meet Referee.
- Coaches are requested to review "Dive-over Starts Summary For Coaches" (<http://www.pvswim.org/coaches/2006Dive-OversforCoaches.pdf> )
- Officials are requested to review "Protocol for Dive-over Starts" (<http://pvswim.org/official/training/2006GuidelinesforDive-Overs.pdf> )

**MEET ENTRY PROCEDURES:**

- All forms and files may be obtained from the Meet Director.

**ENTRIES:**

- Each swimmer may enter no more than three (3) individual events each day.
- We intend that times from this meet be put into the United States Swimming data base – to do so, the swimmers should enter their legal names as they are registered with USA Swimming and their correct date of birth. The preferred name feature will be used if they want to be in the meet under a different first name.
- Each team shall be limited to two (2) relay teams per event. Each swimmer shall be limited to two (2) relay events for the meet. Lane timing cards (furnished at the session) shall be submitted for each relay team only.
- The master entry shall show the name, address, and telephone number of the person responsible for each team's entries.
- Each team is required to provide two timers per session.
- For the 500 Yard Freestyle and 400 Yard I.M events athletes must provide their own timers. These are positive check-in events.

## **GENERAL INSTRUCTIONS:**

Entries may be submitted (1) manually, (2) by sending a disk to the meet director or (3) via e-mail. Follow the instructions under the appropriate heading below. The following rules apply regardless of entry method chosen:

- Entries must indicate the athlete's legal name and date of birth.
- Each club is requested to remit one check to cover the entry fees for the entire team. Please put the club name on the entry check (if not a club check) and note the number of entries. Please do not send cash. Meet director has been instructed not to accept telephone or fax entries.
- Entries not submitted on the required forms, not complete, not legible or not in the required electronic format, will not be accepted and will be returned. The Meet Director will not be held responsible if there is no time to properly resubmit the entry. Individual or unattached entries will only be accepted by manual entry sent to the address listed below.
- **Optional:** Before preparing your entries, events for this meet can be downloaded and then imported into team manager.
  - Hy-Tek Events File is available at: [http://www.pvswim.org/pvs\\_schd.htm](http://www.pvswim.org/pvs_schd.htm), go to "February 2009" section or
  - <http://www.pvswim.org/0809meet/09-302-events.zip>, direct link to .zip file
  - *Note: Unzip the file, then go to Team Manager > File > Import > Meet Events.*

## **MANUAL ENTRIES:**

Manual entries must be submitted on the entry form and the master entry sheet. Also submit a completed entry cover sheet. Signature and phone number of a club official must be included with entry for validation of entries. The entry form shall be completed for each swimmer entering the meet. Entry form must indicate the athlete's legal name and date of birth.

## **ELECTRONIC ENTRIES:**

Electronic entries should be submitted electronically using the Hy-Tek Team Management Program. Files should include:

- Export of meet entries
- Entry report by name
- Entry report by event
- Hy-Tek Events File is available at: [http://www.pvswim.org/pvs\\_schd.htm](http://www.pvswim.org/pvs_schd.htm), go to "February 2009" section or
- <http://www.pvswim.org/0809meet/09-302-events.zip>, direct link to .zip file
- Note: Unzip the file, then go to Team Manager > File > Import > Meet Events.

A free demo version of Team Manager Lite may be obtained from Hy-Tek by visiting:

- [http://www.hy-tek ltd.com/Demos/Swim\\_TEAM\\_MANAGER\\_Lite.exe](http://www.hy-tek ltd.com/Demos/Swim_TEAM_MANAGER_Lite.exe)
- or [www.hy-tek ltd.com](http://www.hy-tek ltd.com)

## **DISC ENTRIES:**

Submit the Hy-Tek Commlink file along with an entry cover sheet. The team manager meet entry report files must also be sent by swimmer and by event. A responsible member of the team should review the entries for accuracy before submitting them. Please include name, address, and telephone numbers for the persons responsible for the entries.

**E-MAIL ENTRIES:**

- Club E-mail entries will be accepted provided the transmission time is prior to entry deadline. Attach a report by event and by name (save as Word for Windows in Team Manager). Attach Commlink file. In the body of the e-mail give the total number of splashes (men, women, total entry) and contact information (name, phone, e-mail address).
- Remember to send Entry Fee checks via US Mail.
- Clubs submitting by email should submit entries to the meet director at the contact information listed above. Include in the subject heading type, "23rd Black History Meet - \*\*\*\*\*" with the club's initials substituted in place of the asterisks.
- The meet director will acknowledge receipt by return e-mail within 24 hours or the next business day. Clubs that do NOT receive an acknowledgment of receipt of their entries should contact the meet director to confirm receipt.

**DECK ENTRIES:**

Deck entries will be accepted up until 30 minutes prior to the start of each session. Swimmers must be entered in the meet or have proof of USA swimming membership.

**ENTRY TIMES:**

- Swimmers are requested to provide their best times swam in competition as their entry times. If no such times are available, times obtained under the supervision of a coach are acceptable.
- All events 400 and longer must have a verifiable time that is no slower than (NST) THE CUT TIME listed in the announcement. All events 400 and over are positive check-in events.

**DEADLINES:**

- All entries must be received by the Meet Director by 5:00 pm (Eastern Time), Tuesday, January 27, 2009.
- At 5:00 pm, Tuesday, January 27, 2009, the meet will be officially closed; no additional entries will be accepted. The meet will be seeded based on the entries received at that time.
- Entries will not be considered received until all fees are paid.
- If the total number of entries received exceeds the time available for the various sessions, entries will be returned based on the order of receipt.

**AWARDS:**

Place	Individual Events	Relays
1 <sup>st</sup> to 3 <sup>rd</sup>	Medals	Ribbons
4 <sup>th</sup> to 8 <sup>th</sup>	Ribbons	N/A
Heat Winners	Ribbons	N/A

**High Point:** A special award will be presented to the a male and female swimmer from each age group who wins two (2) individual events plus accumulates the most points. Points will be awarded as follows:

Place	Points	Place	Points	Place	Points	Place	Points
1 <sup>st</sup>	20	5 <sup>th</sup>	14	9 <sup>th</sup>	9	13 <sup>th</sup>	4
2 <sup>nd</sup>	17	6 <sup>th</sup>	13	10 <sup>th</sup>	7	14 <sup>th</sup>	3
3 <sup>rd</sup>	16	7 <sup>th</sup>	12	11 <sup>th</sup>	6	15 <sup>th</sup>	2
4 <sup>th</sup>	15	8 <sup>th</sup>	11	12 <sup>th</sup>	5	16 <sup>th</sup>	1

If no female or male swimmer in an age group wins two individual events, no award will be given. Relay events will not be considered. All events are timed finals. Individual scores through 16th place will be maintained and posted during the meet. The 10 & under individual events will be scored as 8 & under and 9 - 10 age groups. The 12 & under individual events will be scored as 8 & under, 9 - 10, and 11 - 12 age groups.

#### **OFFICIALS:**

All certified USA Swimming officials wishing to volunteer to work this meet should contact the Meet Referee, Al Betts, at: [al\\_betts@usa.com](mailto:al_betts@usa.com) prior to February 5, 2009. Please include your club affiliation, certifications held, and sessions you wish to work in your email message. Certified officials who have not been contacted should volunteer their services to the Meet Referee during the warm-up period. Officials assigned to this meet should sign in at the results table at the start of warm-up.

#### **TIMERS:**

Parents and spectators are encouraged to volunteer as a timer. If you would like to assist, please sign in at the results table during the warm-up period. Athletes are responsible for providing their own timers for the 400 Yard I.M. and for the 500 Yard Freestyle events. Each team is required to provide two timers per session.

#### **SANCTION:**

Documents have been submitted to Potomac Valley Swimming of USA Swimming to have the meet approved. Therefore, USA Swimming should recognize times obtained at this meet for the purpose of qualifying for other meets.

#### **FEES:**

- Entry fees should be made payable to "DC Treasurer."
- Fees are non-refundable.
- Entries will not be considered received until all fees are paid.
- Fees for individual events are \$4.00 and \$8.00 for relay events.
- There is an \$8.00 surcharge per athlete.
- Athletes are requested to fill out and return a swim cap/t-shirt order form with their entries.
- NO DECK ENTRIES WILL BE ACCEPTED FOR THIS MEET.
- Each team/club is requested to remit only one check to cover entry fees.
- Please do not send cash.
- Entry fees are due by 5 pm on Tuesday, January 27, 2009.

#### **SOUVENIRS AND CONCESSIONS:**

- Souvenir programs will be available for a cost of \$10. Heat sheets will be included with the souvenir program.
- A concession area will be in operation.

#### **ADMISSION:**

There is no admission charge and the public is invited to attend.

**SUPERVISION:**

Coaches must currently be registered with USA Swimming. Coaches are responsible for the conduct of their athletes and families, as well as maintaining clean team areas. Only athletes, coaches, timers and USA Swimming certified deck officials (trainees) are permitted on the deck. Coaches and deck officials are requested to display valid 2009 USA Swimming credentials. Coaches who present a USAS Coaches certification may request a Coaches Meet Badge (see Brendan McElroy or Alan Betts) before the start of your first session. In order to control traffic and to make the meet an enjoyable experience, persons not working the meet as a deck official, timer, or other meet official are not permitted on the deck

**WARM UP:**

- For the safety of swimmers, current USA Swimming (Potomac Valley) warm up rules shall apply.
- They shall be conducted under the supervision of a USA Swimming referee.
- Coaches are required to supervise their swimmers at all times.
- Unattached swimmers shall be assigned to a coach during warm up to assure proper supervision.
- Swimmers not obeying the warm up procedures shall be disqualified from their first event at the discretion of the assigned officials.
- Warm up lanes will be assigned by meet management to all entered teams.
- If the lane is being used for general warm up, there shall be no diving permitted and entry shall be feet first from the starting end of the pool only.
- Lanes may be used for one-way sprints at the referee's discretion; at such time there shall be one-way swimming only.
- Swimmers must exit at the opposite end of the pool. No pike dives.

**RESULTS:**

Copies of the results will be posted on DPR's website, DPR.DC.GOV and mailed to each club/team.

**EVENTS:****DAY 1 • Friday Evening, February 13, 2009****All Ages Session: Warm-ups 4:30 pm; Timed Finals 5:20 pm**

Women's Event #	NST	Age	Event Description	NST	Men's Event #
1		12 & under	200 yard Freestyle		2
3	06:51.79	14 & under	500 yard Freestyle	06:31.09	4
5	06:45.29	15 – 18	500 yard Freestyle	06:18.59	6
7		12 & under	200 yard Individual Medley		8
9	06:10.79	13 – 14	400 yard Individual Medley	05:50.59	10
11	06:01.49	15 – 18	400 yard Individual Medley	08:55.79	12

*For individual events 500 Yard Freestyle and the 400 Yard Individual Medley, athletes must enter with a "NOT SLOWER THAN" verifiable qualifying time.*

*The 12 & Under 200 yard events will be scored by age-groups (8 & Under, 9 – 10, and 11 - 12).*

*The 13 & Under 500 yard event will be scored by age-groups (8 & Under, 9 – 10, 11 – 12 and 13-14).*

**DAY 2 • Saturday Morning, February 14, 2009****13 & Over Sessions: Warm-ups 6:00 am; Timed Finals 7:00 am**

Women's Event #	Age	Event Descriptions	Men's Event #
13	13 - 14	100 yard Backstroke	14
15	15 - 18	100 yard Backstroke	16
17	13 - 14	200 yard Butterfly	18
19	15 - 18	200 yard Butterfly	20
21	13 - 14	100 yard Breaststroke	22
23	15 - 18	100 yard Breaststroke	24
25	13 - 14	100 yard Freestyle	26
27	15 - 18	100 yard Freestyle	28
29	13 - 14	200 yard Individual Medley	30
31	15 - 18	200 yard Individual Medley	32
33	OPEN	400 yard Medley Relay	34

**DAY 2 • Saturday Afternoon, February 14, 2009****12 & Under Sessions: Warm-ups 12:00 pm; Timed Finals 1:00 pm**

Women's Event #	Age	Event Descriptions	Men's Event #
35	8 & Under	25 yard Backstroke	36
37	9 - 10	50 yard Back Stroke	38
39	11 - 12	50 yard Back Stroke	40
41	9 - 10	100 yard Butterfly	42
43	11 - 12	100 yard Butterfly	44
45	8 & Under	25 yard Breaststroke	46
47	9 - 10	50 yard Breaststroke	48
49	11 - 12	50 yard Breaststroke	50
51	8 & U	50 yard Freestyle	52
53	9 - 10	100 yard Freestyle	54
55	11 - 12	100 yard Freestyle	56
57	10 & U	200 yard Medley Relay	58
59	11 - 12	200 yard Medley Relay	60

**DAY 3 • Sunday Morning, February 15, 2009****13 & Over Sessions: Warm-ups 6:00 am; Timed Finals 7:00 am**

<b>Women's Event #</b>	<b>Age</b>	<b>Event Descriptions</b>	<b>Men's Event #</b>
61	13 - 14	200 yard Freestyle	62
63	15 - 18	200 yard Freestyle	64
65	13 - 14	100 yard Butterfly	66
67	15 - 18	100 yard Butterfly	68
69	13 - 14	200 yard Breaststroke	70
71	15 - 18	200 yard Breaststroke	72
73	13 - 14	200 yard Backstroke	74
75	15 - 18	200 yard Backstroke	76
77	13 - 14	50 yard Freestyle	78
79	15 - 18	50 yard Freestyle	80
81	OPEN	400 yard Freestyle Relay	82
115	MIX OPEN	200 yard Coaches Relay	115

**DAY 3 • Sunday Afternoon, February 15, 2009****12 & Under Sessions: Warm-ups 12:00 noon; Timed Finals 1:00 pm**

<b>Women's Event #</b>	<b>Age</b>	<b>Event Descriptions</b>	<b>Men's Event #</b>
83	8 & Under	25 yard Butterfly	84
85	10 & U	50 yard Butterfly	86
87	11 - 12	50 yard Butterfly	88
89	8 & Under	50 yard Breaststroke	90
91	9 - 10	100 yard Breaststroke	92
93	11 - 12	100 yard Breaststroke	94
95	8 & Under	50 yard Backstroke	96
97	9 - 10	100 yard Backstroke	98
99	11 - 12	100 yard Backstroke	100
101	8 & Under	25 yard Freestyle	102
103	9 - 10	50 yard Freestyle	104
105	11 - 12	50 yard Freestyle	106
107	10 & U	100 yard Individual Medley	108
109	11 - 12	100 yard Individual Medley	110
111	10 & U	200 yard Freestyle Relay	112
113	11 - 12	200 yard Freestyle Relay	114



**SWIMMER ENTRY FORM**

Please print. Complete one form per athlete if you are not registering electronically.

<b>Name of Swimmer</b>		
_____	_____	_____
Last	Middle	
_____	_____	_____
First	Date of Birth (Month / Day / Year)	
_____	_____	_____
Team Initials	Swimmer's Age on First Day of Meet	
_____	_____	_____
USS Registration Number <i>(if registered)</i>	Swimmer's Age on First Day of Meet	
_____	_____	_____
<b>Event Description</b>	<b>Event #</b>	<b>Time</b>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

**SWIMMER ENTRY FORM**

Please print. Complete one form per athlete if you are not registering electronically.

<b>Name of Swimmer</b>		
_____	_____	_____
Last	Middle	
_____	_____	_____
First	Date of Birth (Month / Day / Year)	
_____	_____	_____
Team Initials	Swimmer's Age on First Day of Meet	
_____	_____	_____
USS Registration Number <i>(if registered)</i>	Swimmer's Age on First Day of Meet	
_____	_____	_____
<b>Event Description</b>	<b>Event #</b>	<b>Time</b>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

# SWIM CAP AND T-SHIRT ORDER FORM

Please print. Complete one form per athlete.

<b>Name of Swimmer</b>								
_____	_____							
Last	Middle							
_____	_____							
First	Swimmer's Age on First Day of Meet							
_____								
Team Initials								
<b>T-Shirt Size</b> (circle one)								
<b>Youth Sizes</b>								
SM	MD	LG	<b>Adult Sizes</b>	SM	MD	LG	XLG	XXLG

<b>Name of Swimmer</b>								
_____	_____							
Last	Middle							
_____	_____							
First	Swimmer's Age on First Day of Meet							
_____								
Team Initials								
<b>T-Shirt Size</b> (circle one)								
<b>Youth Sizes</b>								
SM	MD	LG	<b>Adult Sizes</b>	SM	MD	LG	XLG	XXLG

<b>Name of Swimmer</b>								
_____	_____							
Last	Middle							
_____	_____							
First	Swimmer's Age on First Day of Meet							
_____								
Team Initials								
<b>T-Shirt Size</b> (circle one)								
<b>Youth Sizes</b>								
SM	MD	LG	<b>Adult Sizes</b>	SM	MD	LG	XLG	XXLG

## VISITING WASHINGTON DC

For more information about visiting Washington, DC:

- Destination DC at [www.washington.org](http://www.washington.org) or (202) 789-7000
- Cultural Tourism DC at [www.culturaltourismdc.org](http://www.culturaltourismdc.org) or (202) 661-7581

## HOTEL LISTING

Below is a partial listing of hotels which are near the Takoma Aquatic Center, 300 Van Buren Street, NW, Washington, DC, 20011

Courtyard by Marriott  
8506 Silver Spring Downtown Fenton St  
Silver Spring, MD 20910  
301-589-4899

Omni Shoreham Hotel  
2500 Calvert St NW  
Washington, DC 20008  
202-234-0700

Hilton Washington DC/Silver Spring  
8727 Colesville Rd  
Silver Spring, MD 20910  
301-589-5200

Jury's Normandy Inn  
2118 Wyoming Ave NW  
Washington, DC 20008  
202-387-8241

Homewood Suites Silver Spring  
8728 Colesville Rd  
Silver Spring, MD 20910  
301-588-5889

The Churchill Hotel  
1914 Connecticut Ave NW  
Washington, DC 20009  
202-797-2000

Crowne Plaza Silver Spring  
8777 Georgia Ave  
Silver Spring, MD 20910  
301-589-2735

Hilton Washington  
1919 Connecticut Ave NW  
Washington, DC 20009  
202-483-3000

Quality Inn Takoma Park  
7411 New Hampshire Ave  
Building 1  
Takoma Park, MD 20783  
240-296-5800

Days Inn Connecticut Ave  
4400 Connecticut Avenue NW  
Washington DC 20008  
202-244-5600

Kalorama Guest House at Woodley  
Park  
2700 Cathedral Ave NW  
Washington, DC 20008  
202-328-0860

Courtyard by Marriott Washington DC  
Northwest  
1900 Connecticut Ave NW  
Washington, DC 20009  
202- 332-9300

Embassy Suites Chevy Chase Pavilion  
4300 Military Rd NW  
Washington, DC 20015  
202-362-9300

Comfort Inn & Suites  
1600 New York Ave.  
Washington DC 20002  
202-832-3200

Marriott Wardman Park Hotel  
2660 Woodley Road NW  
Washington, DC 20008  
202-328-2000

Holiday Inn Express Washington  
National Arboretum  
1917 Bladensburg Rd  
Washington DC 20002  
202-266-9000

Holiday Inn College Park  
10000 Baltimore Ave  
College Park, MD 20740  
301-345-6700

Hyatt Regency Crystal City  
2799 Jefferson Davis Hwy  
Arlington, V A 22202  
703-418-1234

Sheraton Washington North Hotel  
4095 Powder Mill Rd  
Beltsville, MD  
301-937-4422

Days Inn Pentagon  
3030 Columbia Pike  
Arlington, V A 22204  
703-521-5570

District Hotel  
1440 Rhode Island Avenue  
Washington, DC 20005  
202-332-7800