



INCLUDED IN THIS MAILING:

- **GENERAL INSTRUCTIONS**
Available on the IESA Track and Field website:
- Hand Seeding Instructions
- Event Worker Instructions

OFFICIALS INFORMATION

A Boys starter and a Girls starter will be hired by the IESA Office. Please be prepared to pay these individuals the day of the meet.
NOTE: A shell stipend has been included in officials' pay.

COMMUNICATION SAMPLES

Meet information and seed meeting agenda samples are available from this link:

https://drive.google.com/drive/folders/1syIRoSzBEg_HkEQw3WFlqmtGtQh-JqK?usp=drive_link

INITIAL HOST INFORMATION

PLEASE NOTE THAT WHEELCHAIR EVENTS HAVE BEEN ADDED TO THE SECTIONAL ORDER OF EVENTS. IESA WILL CONTACT YOU IF WHEELCHAIR ATHLETES WILL BE COMPETING IN YOUR MEET.

Hosts will be invited to be a co-host on the athletic.net platform. Please make sure that you accept this invitation. This will allow you to access all participant and entry information for your sectional meet.

If you do not already have site supporter status through athletic.net and would like to use RunMeet, please email nicole@iesa.org.

A second host mailing will be sent with more meet information.

If you have any questions, please call the IESA Office @ 309-829-0114.



Required Order of Events for Sectional Meets

Host schools and Officials are not permitted to change the order of events.

Run track events for girls as follows, while boys conduct field events.

Running Event Order: Class 7G 1600 M Medley Relay; 8G to follow
Class 7G Low Hurdle Finals; 8G to follow
Wheelchair Girls 100 M Race Finals
Class 7G 100 M Dash Finals; 8G to follow
Class 7G 1600 M Run Finals
Class 8G 1600 M Run Finals
Class 7G 4x200 M Relay Finals; 8G to follow
Class 7G 4x100 M Relay Finals; 8G to follow
Class 7G 400 M Dash Finals; 8G to follow
Class 7G 200 M Dash Finals; 8G to follow
Class 7G 800 M Run Finals; 8G to follow
Class 7G 4x400 M Relay Finals; 8G to follow

Run each Track Event above for 7 Boys and 8 Boys while girls are conducting Field Events

Run Field Events for boys as follows while girls are doing track events:

Discus: 7B Finals; 8B to follow
Shot Put: Wheelchair Boys Finals; 8B Finals; 7B to follow
High Jump: 7B Finals; 8B to follow
Long Jump 8B Finals; 7B to follow
Pole Vault: 8B Finals; 7B to follow

Run each Field Event in the same order for girls (7G or 8G first) while boys are doing track events.



ILLINOIS ELEMENTARY SCHOOL ASSOCIATION

2025-26 INSTRUCTIONS TO HOST SCHOOLS BOYS AND GIRLS TRACK SECTIONAL

Thank you for accepting the task of hosting a sectional track meet. Although it requires considerable work on the part of the host school, you will find it a great experience. Please do not hesitate to request assistance from all participating schools.

Good preparation for your sectional meet should allow it to run smoothly and successfully in approximately four to five hours.

GENERAL INSTRUCTIONS

- A. By-law 4.070 requires that the sectional meet for boys and girls be held at the same site on the same date. Any change in dates must be approved by the IESA, and all schools must be notified at least two weeks in advance of the sectional date.
- B. The IESA Office will convert all sectional qualifying times to FAT to seed the state meet. If you plan on using manual timing at your sectional, please notify the IESA Office prior to your meet.

All field event marks should be entered as Metric measurements.

Note: FAT = Fully Automatic Timing.

Fully Automatic Timing systems require a start signal, running time, and capture device to be digitally synchronized to ensure accuracy. True FAT also requires the timing device be activated automatically by a start signal, rather than manually (e.g., like with a stopwatch). The finish time must also be captured digitally to eliminate human error and delays.

- C. The use of a discus cage is mandatory.
- D. When your schedule is set:
 - 1. Email all participating teams and your sectional officials the exact meet site.
 - 2. In your emails to teams and your officials, include the date and time of the meet, and the virtual meeting link. Also, include an emergency contact number for the meeting.
 - 3. Remind schools to submit their Sectional Participant Information on-line through the athletic.net website. ALL PARTICIPANT INFORMATION WILL BE ENTERED ON THE ATHLETIC.NET WEBSITE.
 - 4. All schools that wish to enter students into the IESA Sectional and State Track Meets must register their participants online during the appropriate time frame. ENCOURAGE ALL SCHOOLS TO ENTER THEIR PARTICIPANT INFORMATION ONLINE PRIOR TO THE DEADLINES to avoid being locked out.
 - 1. **Class 1A/2A- Participant registration for schools begins April 1 and ends May 5 @ 3:00 p.m.**
 - 2. **Changes may be made to 1A/2A Sectional Participant Information until 4:00 p.m. the day of the seed meeting.**
 - 3. **Class 3A/4A- Participant registration for schools begins April 1 and ends May 12 @ 3:00 p.m.**
 - 4. **Changes may be made to Sectional Participant Information until 4:00 p.m. the day of the seed meeting.**
 - 5. At your seed meeting, discuss and make specific plans for meet cancellation and rescheduling due to weather or other emergencies. Per IESA rules, you will want to reschedule your meet for the earliest possible date.

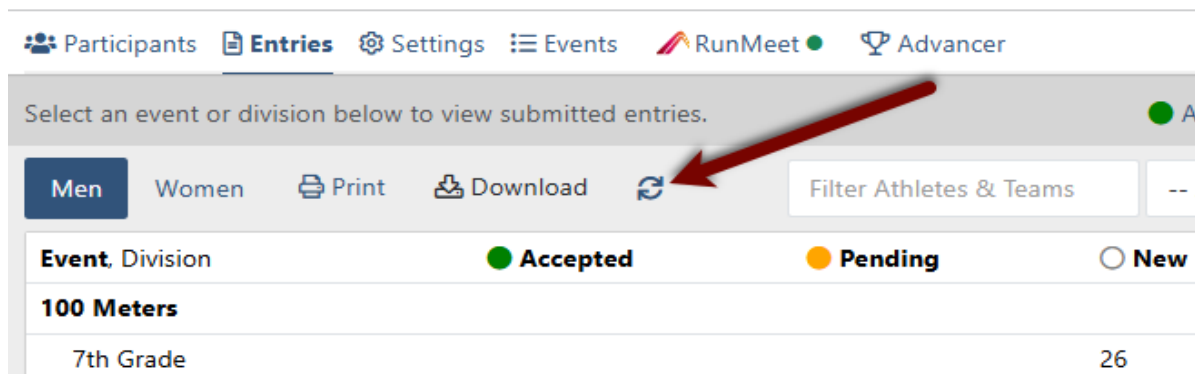
5. At your seed meeting, discuss and make specific plans for meet cancellation and rescheduling due to weather or other emergencies. Per IESA rules, you will want to reschedule your meet for the earliest possible date.
 6. Please invite your sectional officials to the virtual seed meeting. While their attendance is not required, their presence is helpful in answering questions prior to the meet.
 7. Please review the IESA exceptions to NFHS rules found in the Terms and Conditions.
- E. All meet results should be uploaded to your athletic.net site as soon as possible after your meet.

TEAM SCHEDULE

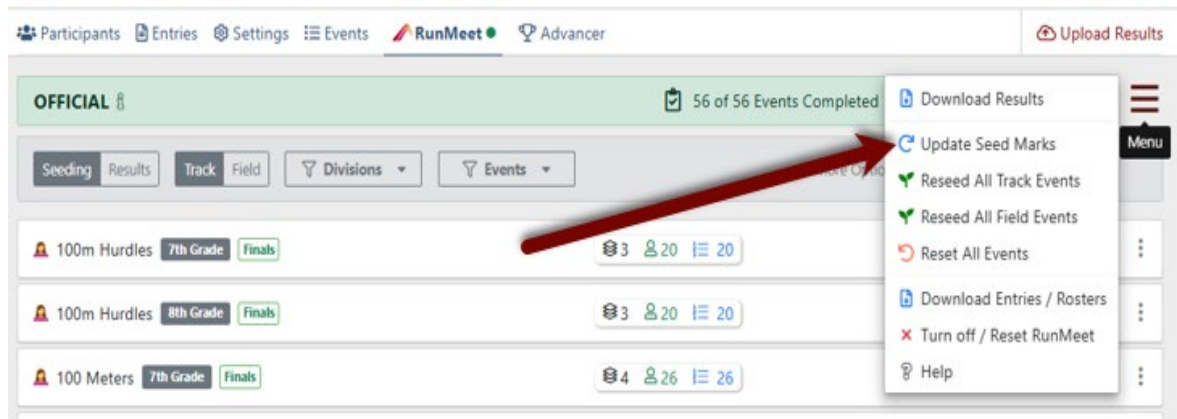
- A. All participating schools must enter their season track and field schedules. This must be completed online in the Track and Field Entry Center by the Monday of week 39 in the IESA standardized calendar.
- B. This will help at seeding meetings when coaches discuss times actually achieved at a regular season meet.

SEED MEETING

- A. Class 1A/2A Hosts- Hold the sectional seeding meeting on May 6. Hold the sectional meet on either Friday, May 8 OR Saturday, May 9.
- B. Class 3A/4A Hosts- Hold the sectional seeding meeting on May 13. Hold the sectional meet on either Friday, May 15 OR Saturday, May 16.
- C. **PARTICIPATING SCHOOL MEETING ATTENDANCE:** *The head coach (or another school representative) must attend the Sectional Seeding Meeting. If a school is not in attendance, the Sectional Meet Manager should seed the athletes from the non-attending school and contact the IESA administrator at the IESA Office immediately the following morning.*
 - a. **NEW: All sectional seed meetings will be offered as virtual meetings only.**
 - b. Sectional managers may accept school requests to make exceptions for attendance at the Sectional Seeding Meeting. A letter requesting an exception must be sent to the Sectional Manager and signed by the school's principal or official representative prior to the beginning of the scheduled Seed Meeting.
 - c. If the school fails to comply with these provisions, the coach and/or the competitors from that school may be sanctioned.
 - d. It is the responsibility of the Head Coach to contact the Sectional Host immediately if, for any reason, they experience an emergency situation that would prevent them from accessing the seed meeting on time. Sectional managers are encouraged to provide participating coaches with a phone number to use in an emergency.
 - e. The following sanctions will be applied to a school who fails to attend a seed meeting:
 1. Non-attendance first meeting: School will be placed on probation.
 2. Non-attendance second consecutive meeting: School will be able to participate in the track and field state series of the current year but will not be able to participate in the track and field state series of the following year. The school may pay a \$250 fee for reinstatement to the state series.
- D. **EVENT/PARTICIPANT INFORMATION/SEEDING:**
 1. All teams will have access to their roster information from their athletic.net account. Each school should verify their teams entries before the deadline.
 - Teams should notify their hosts if they have relay athletes who are listed on the same relay in different age divisions (7th and 8th) and any athlete who is listed as a runner on a 4x1/4x2 and an alternate on a 4x2/4x1.
 2. After 4 p.m. the day of the seed meeting, hosts should click the refresh button on the Entries tab before downloading entries or **TURNING ON RUNMEET. Do not turn on RUNMEET until AFTER the 4 p.m. deadline.** See image below.



3. If using RunMeet and it has already been turned on, click "Update Seeds" on the RunMeet screen to be sure the most up to date seeds have been pulled in.



4. IESA will allow entries to be viewable on the meet's homepage at a designated time.

Heat/flight information may be emailed to coaches at the conclusion of the seed meeting. Hosts are not required to provide additional heat/flight sheets before the scratch meeting on the day of the Sectional meet. If heat/flight information is distributed before the scratch meeting, no changes may be made to competitors or competitor information.

- E. All seed information is entered by the participating schools based on the honor system. Coaches may be asked to verify seed information BUT IT IS NOT REQUIRED for seed information to be accepted. Times/distances from meets not entered on athletic.net must be accepted.
- F. **SUBSTITUTIONS/CHANGES:** Substitutions to the online Sectional Participant Information may be made until 4:00 p.m. the day of the seed meeting. **Only eligible participants listed on the Sectional Participant roster may be substituted into events or added to open events.** Coaches may not change their roster after 4 p.m. the day of the seed meeting or at the Seed Meeting.

SCHOOLS SHOULD REVIEW ALL OF THEIR PARTICIPANT INFORMATION PRIOR TO 4:00 p.m. THE DAY OF THE SEEDING MEETING. Contestants shall be allowed to participate only in those events in which they are entered. On the day of the sectional meet, there are no substitutions—only scratches.

Hosts may accept changes under the following situations after the deadline.

- a. School disciplinary reasons.
- b. Death in the athlete's immediate family.
- c. Disabling illness or injury to an entered contestant.
- d. Technology corrections.

Each substitute situation must be certified by either the school principal or attending physician to the Sectional manager.

The following changes will not be allowed after the Sectional Roster deadline.

- a. Individual event seed times/marks may not be adjusted. For relay events only, coaches may change a relay time to a slower seed time.
- b. Event spaces left blank may not be filled in after the deadline.

- Please remind all schools to enter 6 names for each relay. Additional names may not be added after the entry deadlines.

- G. Coaches will be required to sign "Sportsmanship Cards" online. Hosts will not need to collect any sportsmanship information at the seed meeting.

SECTIONAL PARTICIPANT INFORMATION

- A. All schools must submit their Sectional Participant Information through the athletic.net website. PLEASE REMIND SCHOOLS TO SUBMIT THEIR INFORMATION ONLINE; you can accomplish this before the meeting via the email center.
- B. All schools that wish to enter students into the IESA Sectional and State Track Meets must register their participants online during the appropriate time frame. Information must be submitted online by the Tuesday before the Wednesday seed meeting, and no changes/additions will be accepted after 4:00 p.m. the day of the seed meeting.
1. **Class 1A/2A- Participant registration for schools begins April 1 and ends May 6 @ 3:00 p.m.**
 2. **Changes may be made to 1A/2A Sectional Participant Information until 4:00 p.m. the day of the seed meeting.**
 3. **Class 3A/4A- Participant registration for schools begins April 1 and ends May 13 @ 3:00 p.m.**
 4. **Changes may be made to Sectional Participant Information until 4:00 p.m. the day of the seed meeting.**
- C. Each member school will be permitted two entries in each individual event for boys and girls, plus one entry in each relay for each boys' and girls' class in which it has entered the sectional meet.
- D. **For the purposes of seeding the sectional meet, coaches will be required to enter all times into the on-line entry system as FAT times. To convert a manual time to a FAT time, please use the following conversion. First, round the manual time up to the higher tenth of a second. Then a conversion factor of .24 must be added. MT (manual time) + .24 = FAT**
- E. Host schools should spot-check the other schools' entries to be sure that they have not exceeded the limitations.
- F. Contestants shall be allowed to participate only in those events in which they are entered in the Sectional Participant Information.
- H. Sectional Participant Information from all schools participating in your sectional will be available to you the day of the seeding meeting after 4:00 p.m.
- I. **SEED MEETING/SCRATCHES/SUBSTITUTIONS:** Hosts may accept changes under the following situations after the deadline.
- a. School disciplinary reasons.
 - b. Death in the athlete's immediate family.
 - c. Disabling illness or injury to an entered contestant.
 - d. Technology corrections.

Each substitute situation must be certified by either the school principal or attending physician to the Sectional manager.

The following changes will not be allowed after the Sectional Roster deadline.

- a. Individual event seed times/marks may not be adjusted. For relay events only, coaches may change a relay time to a slower seed time.

- b. Event spaces left blank may not be filled in after the deadline.

INDIVIDUAL LIMITATIONS

- A. **AGE ELIGIBILITY:** A student shall be eligible through age 14 for all seventh-grade athletic activities. If a student in a seventh-grade activity becomes 15 from the beginning date of practice in an activity as determined by the IESA standardized calendar through the final event in the seventh-grade state meet, he/she is not eligible to participate in that activity. A student shall be eligible for all eighth-grade athletic activities through age 15. If a student in an eighth-grade activity becomes 16 from the beginning date of practice in an activity as determined by the IESA standardized calendar through the final event in the eighth-grade state meet, he/she is not eligible to participate in that activity.
- B. Boys are not eligible to participate on girls' teams in the state series.
- C. In all interscholastic track and field meets, no member school shall allow students to participate in more than four (4) events.
- D. Relay teams may have six students listed. Any four of the six runners listed may run at either the sectional or state level of competition. Athletes listed as relay alternates will not have an event count toward their event total unless they participate in that event. Athletes may be listed as an alternate for both the 4x100 and 4x200 M Relay but may only participate in one of those relays.
1. Encourage schools to list alternates for all relays entered.
 2. Regardless of the participation grade level, no student may participate in both the 4X100 relay and the 4X200 relay.
- E. Each student shall be limited to participation in the following:

STUDENTS IN GRADES 5-7	
INDIVIDUAL EVENTS	May participate at either or both grade levels not to exceed the maximum. Note: An individual athlete is not allowed to compete in the same event at both grade levels at any time.
RELAY EVENTS	A maximum of three relays. Athletes may participate in relays at both the 7 th and 8 th grade levels within the maximum athlete entries. Note: Regardless of the participation grade level, no student may participate in both the 4x100 relay and the 4x200 relay.
STUDENTS IN GRADE 8	
	Students in eighth grade may only compete at the 8 th grade level.
RELAY EVENTS	A maximum of three relays at the 8 th grade level. Note: Regardless of the participation grade level, no student may participate in both the 4x100 relay and the 4x200 relay.

REMINDERS

- A. **ELECTRONIC DEVICES IN RESTRICTED AREAS:** The competition/restricted area shall be free from electronic devices. This includes, but is not limited to, headphones, CD players, cell phones, radios, etc.
1. Sectional Hosts may provide radios for communication during the meet's administration, but participants, coaches, and any other team members are restricted from using electronic devices in restricted areas. Make sure all coaches are aware of the restricted areas at your track.
 2. Electronic devices may be used in unrestricted areas or coaching boxes providing they do not interfere with the progress of the meet. Any interference will be determined by the meet referee.

2. Electronic devices may be used in unrestricted areas or coaching boxes providing they do not interfere with the progress of the meet. Any interference will be determined by the meet referee.
3. Electronic devices shall not be used to transmit information to the competitor during a race or trial.

4. Electronic devices may not be used to review an official's decision.

B. QUALIFICATION FOR THE STATE MEET: Only those who meet the qualifying standards or finish 1st in their event will participate in the State Meet. If the 1st place finisher scratches from the State Meet, that spot will remain vacant.

- a. **In the Pole Vault and High Jump, competitors must clear, at a minimum, the required opening height to be eligible for advancement to the state meet.**

NOTE: You may not start the high jump or pole vault at a height lower than the designated opening height.

C. POLE VAULT: All pole vaulters must be weighed in prior to competition.

1. Competitors will weigh in wearing their school-issued uniform, any clothing in addition to the school-issued uniform that will be worn while vaulting, shoes, and a helmet.
2. The combined weight of the person, all clothing, shoes, and helmet will be the “competitor’s weight” used to determine compliance with the NFHS Rule 7-5 inclusive.
3. Coaches will be required to complete and submit the Pole Vault Weight Verification card to the host school or event judge. The verification card is available online at www.iesa.org.
4. Schools who plan to enter athletes into the Pole Vault must notify their Sectional Host prior to the sectional seed meeting of their intent. It is preferred that the Pole Vault be conducted at the assigned sectional site at the time of the sectional meet. However, due to increasing difficulties in obtaining sectional sites capable of conducting Pole Vault, the Pole Vault may be conducted at a different location prior to the Sectional (preferably Friday). If this is necessary, all schools competing must be:
 - a. Notified of the location and time of the event.
 - b. The event must be conducted at a time that would not prohibit the competitors from competing in any other event at the Sectional Meet.
 - c. The Sectional manager would assign a non-biased individual to officiate the event if the sectional official is not available.
 - d. All competitors must have a coach accompanying them.

D. FINALS ONLY- RUNNING: At the Sectional, all running events, including the 100 M Dash and Hurdle events, will be run as finals only, regardless of the timing method.

E. The number of finalists for all field events will be 8. The number of finalists in all running events at the sectional level shall be determined by the number of available lanes.

F. Reseeding may occur after the pre-meet scratch meeting for all running events. Any lanes vacated during the course of the meet shall remain vacant.

G. GAMES COMMITTEE: A Games Committee will be formed and implemented for your sectional meet. The Games Committee will be established at the sectional seed meeting and must consist of at least three members. Make sure the committee and host school set the restricted areas at the seed meeting.

Note: *The Meet Referee has the sole authority to determine if a race shall be re-run, who is eligible to participate, and when it should be scheduled.*

SELECTION OF VOLUNTEER WORKERS

A. It is recommended that volunteer workers be secured for all positions necessary in running your sectional track meet.

B. **Each participating school is required to provide one qualified volunteer to be assigned by the sectional host to work the meet.** **If the school fails to provide a quality volunteer, then a coach from that**

school's team must serve as a volunteer. This will be true even if the school has only one coach, so head coaches are encouraged to consult their athletic director to ensure that this obligation has been met

- C. Please ensure everyone knows the rules for the event that they are assigned to judge. *Event Judge Instructions are available on the IESA website and should be distributed to all event workers prior to the sectional meet.* The IESA recommends that this information be included on the clipboard for each event.
- D. Assign the duties for all workers ahead of time and send assignments to all participating schools in writing. You can also use the IESA track entry center to email school administrators and coaches.
- E. The following positions are recommended:
 - a. Clerk of the Course and assistant in the bullpen
 - b. *Head Finish Judge
 - c. *Timers
 - d. *Pickers
 - e. Umpires to serve as curve judges for 400, 800, 1600, break-line judges, and exchange zone umpires for the relays. The more umpires you have the better, but four would be a minimum.
 - f. Head field judge
 - g. Announcer
 - h. Scorer and two people to measure for each field event
 - i. Award personnel
 - j. Two scorekeepers/recorders
 - k. Hurdle crew, starting block crew, runners, rakers, and retrievers for field events. Note: The NFHS rule book has emphasized safety in the field events and has stressed that throwing implements should not be thrown back to the throwing ring. Implements should be carried.

*Note: Finish line workers should not communicate any times or qualification information to athletes or coaches. This information will be available to coaches and athletes when the results have been made final.

OFFICIALS

- A. The IESA Office will assign and contract the **Boys Starter and the Girls Starter** necessary for your meet.
- B. Please plan to pay the officials the day of your meet. Meet Starters should each be paid **\$240.00**.
- C. **A shell allowance has been included in the officials' pay rate.** Officials should provide their own shells.
- D. Please be sure to contact the officials and inform them of your exact starting time and meet location.
- E. Please invite your sectional meet officials to the seed meeting. Attendance is not required but is helpful.

TRACK ENTRY CENTER AND ATHLETIC.NET- HOSTS

- A. All information related to your sectional will be available to you from your track entry page and from your athletic.net page. Meet set-up and host designation will be set-up on athletic.net by the IESA Office. Please do not create this meet on your own.
- B. All host schools will be designated as a meet host on athletic.net and will also have access to RunMeet.
- C. **Athlete Entry Information:** You will be able to view all data for your school from the beginning date of entry through the seeding meeting date from the athletic.net website. You will be sent an invitation to serve as a meet host from athletic.net. Please make sure that you respond to this email.
- D. If you are using Hy-Tek Meet Manager, you will need to download an empty database from your IESA track administration entry page. You will need to download the database prior to importing the sectional participant information.
- E. I encourage you to explore the Track Entry Center and athletic.net to become familiar with the information available to you.
- F. ATHLETIC.NET: All hosts will have access to RunMeet. You do not have to use this feature for your meet; however, if you would like to use it, you will have access.

Other Meet By-Laws

1. The host school shall not make its track and/or field event areas available to the visiting teams for practice sessions other than that designated in written instructions prior to the beginning of the scheduled meet time.
2. The displaying of signs, banners, or placards at the sectional meet is prohibited. Such devices obstruct the view of spectators, are unsightly, and in many instances may become safety hazards. Local tournament managers should not permit these devices to be brought into the playing areas.
3. All light sticks and artificial noise-making devices shall be excluded from playing areas for all tournament play. Tournament managers should not permit spectators to bring megaphones, radios, or tape players into the playing area of any state series tournament contest.
4. If players or representatives of any school entered in a tournament are found guilty of carelessly or maliciously breaking, damaging, or destroying property or equipment belonging to the host school or other visiting schools, such as damaging baskets or backboards during warmup drills, breaking or damaging lockers, etc., destruction to other teams' equipment, buses, etc., such school shall be held responsible for costs incurred in repairing or replacing such property or equipment.
5. Local tournament managers may permit the radio broadcasting of the meet, provided the sponsors of the broadcasts are not manufacturers, distributors, or advertisers of tobacco or alcoholic beverages, political or religious groups, or any other products or services that might reflect unfavorably upon the school or the Association.
6. Videotaping will be permitted in unrestricted areas and may be used for review with an athlete in these areas. It may not hold up the running of an event or be used for review of a referee's decision.
7. Schools serving as a host must have signage in accordance with the Concealed Carry Act 430 ILCS66. This includes an IESA event that is held on your school property and IESA events held off-premise (ie. Park).

AWARDS

- A. Ribbons and plaques will be mailed to your school approximately three weeks before your sectional meet. You will only receive plaques for the Sectional Championship team in each division.
- B. Awards will be sent to you from our supplier, A&M Products in Princeton, IL (A&M Products 815-875-2667). Please inventory your awards and check for accuracy as soon as they are received.

Financial

- A. Financial reports will be submitted online through your IESA Member Center. You will receive instructions on how to complete this report.
 1. You may not assess the schools for any expense prior to the meet or prior to the financial report being approved by the IESA Office.
 2. Your check is cashed using remote deposit (it is scanned and electronically deposited). Please use the following guidelines:
 - a. Computer generated checks are preferred.
 - b. Blue or black ink only.
 - c. Print clearly
 - d. Do not write over the numbers located across the bottom of the check.
 - e. Do not staple the check.

2. **ASSESSMENTS:** If your sectional runs at a deficit and you choose not to assess, please line through or zero out the per school assessment line. If your tournament runs at a deficit and you choose to assess the participating schools for their share of the deficit amount:

- a. Submit your completed financial report and check to the IESA office.
- b. Once the report has been processed, an approved copy will be available to you. The approved report will include the per-school assessment amount. **Please do not send correspondence to participating schools prior to the IESA approving the report.**
- c. Once you have received the approved report, please email a scanned copy of the report to each team in your sectional. Include the following in the body of your email:
 - The amount each team owes
 - The school name and address to which the assessment should be returned

B. **EXPENDITURES:** Only expenditures listed on the financial report will be permitted. These items may have an allowable amount or require a receipt. Expenditures with a maximum allowance are listed in the financial report.



- C. **ADMISSION PRICES:** Admission prices at the sectional meet:
\$10.00 for all age groups. Children younger than kindergarten are free.
(IESA Activity passes are accepted for sectional track)

Should your school allow personal checks as payment, those should be made to the host school, not the IESA. Please do not send personal checks to the IESA - only one school-issued check for the entire amount due.

1. All IESA and IHSA Media Passes should be honored at your sectional meet.
2. Team Entry: Members of participating teams (athletes and coaching staff) may be admitted to the meet without charge.

D. Track Facility Rental: To claim a track rental fee:

1. Facility must be within a district other than the host school's district.
2. **You must receive pre-approval** from the IESA Administrator for Track and Field.
3. Documentation of track rental- i.e. bill- must be submitted with the financial report.
4. A **maximum of \$500** may be applied to the financial report for the rental fee.

E. If a track sectional host does not have the facilities to charge admission, a request may be made to the IESA for an amount equal to what is paid to the sectional meet Starters. If the request is approved, no assessments shall be made to participating schools.

WEATHER POLICY

Sectional host schools are selected based on their all-weather facilities and capability to complete a Sectional Meet on Friday or Saturday. Sectional Meets must be scheduled for Friday or Saturday with a "rain" date of Monday. Unsafe weather conditions might make it necessary to suspend a Sectional Meet. But remember, there is no guarantee the weather will be better the next available day. It is the responsibility of the local Sectional Manager, meet officials, and Games Committee to make every effort to complete the Sectional Meet on the date scheduled. It may become necessary to suspend an event or the meet temporarily due to a severe storm or unusual weather conditions that cause competition to become hazardous. However, the competitors and coaches should be held at the site to wait for clearing of weather conditions. Since time is of the essence, suspended meets or events should be reconvened on the same day as soon as the safety of the competitors is assured.

Before a Meet Referee and Manager suspend a Sectional for another date, permission to do so must be secured from the administrator in the IESA Office in charge of Boys and Girls Track and Field.

Suspended meets or events will continue from the point of interruption. The jumps, shot put or pole vault may be moved indoors, if facilities are available.

LINEAR TO METERIC CONVERSION

To convert from a non-metric time to a metric time for running events, for the purpose of seeding at the Sectional meet level, the following chart should be used:

<i>Non-Metric Event</i>	<i>Metric Equivalent</i>	<i>You Should</i>
120 Yard Low Hurdles	110 Meter Low Hurdles	Keep it the same
100 Yard Dash	100 Meter Dash	Add .9 seconds
220 Yard Dash	200 Meter Dash	Subtract .1 seconds
440 Yard Dash	400 Meter Dash	Subtract .3 seconds
880 Yard Run	800 Meter Run	Subtract .7 seconds
Mile Run	1600 Meter Run	Subtract 1.6 seconds
440 Yard Relay	4 x 100 Meter Relay	Subtract .2 seconds
880 Yard Relay	4 x 200 Meter Relay	Subtract .5 seconds

FLIGHT AND HEAT INFORMATION

800 METER RUN AND 1600 METER RUN

Note: All 800 and 1600 races must be run in two-lane alleys.

Waterfall and Super Alley starts are not permitted.

6-Lane Track

<i>No. of Entries</i>	<i>No. of Heats*</i>	<i>No. in Each Heat</i>
1 to 17	1	1 to 17
18 to 24	2	9 to 12
25 to 36	3	8 to 12

*Depends on local facilities and width of lanes. The number in each heat and the number of heats is flexible depending upon the local situation.

8-Lane Track

<i>No. of Entries</i>	<i>No. of Heats*</i>	<i>No. in Each Heat</i>
1 to 23	1	1 to 23
24 to 32	2	12 to 16
33 to 48	3	11 to 16

*Depends on local facilities and width of lanes. The number in each heat and the number of heats is flexible depending upon the local situation.

FIELD EVENTS

Depending on total number of entries, use your best judgment to divide them into either two or three flights for the long jump, shot put, and discus throw. Competitor order in each flight is from worst mark first to best mark last, with the best-marked athletes in the final flight.

Since only Finals are held in the High Jump and Pole Vault at the Sectional meets, the competitor order is from worst mark first to best mark last.

Pole Vault --Class 8B finals; Class 7B, 8G, 7G to follow

Three trials at each height. Raise the bar in accordance with the progression sheet.

PLEASE SEE THE STANDARDS AND STARTING HEIGHTS LISTED ON THE IESA WEBSITE.

High Jump--Class 7B finals; Classes 8B, 7G, 8G to follow

Three trials at each height. Raise the bar in accordance with the progression sheet.

PLEASE SEE THE STANDARDS, STARTING HEIGHTS, AND BAR PROGRESSIONS LISTED ON THE IESA WEBSITE.

Note: Pole Vault and High Jump competitors must clear, at a minimum, the required opening height to be eligible to advance to the state meet.

Long Jump--Class 8B prelims and finals; Classes 7B, 8G, 7G to follow

Each contestant receives four jumps total- no finals. All jumps shall be measured in metric measurement **to the nearest lesser centimeter** and shall be considered in determining places.

Shot Put--Class 8B prelims and finals; Classes 7B, 8G, 7G to follow

Each contestant receives four puts total- no finals. All puts shall be measured in metric measurements to the nearest lesser centimeter and considered in determining places. Weight and dimensions of all shots must be checked before the meet.

Discus Throw--Class 7B prelims and finals; Classes 8B, 7G, 8G to follow

All throws must be made from a discus cage. Each contestant receives four throws total- no finals. All throws shall be measured in metric measurement to the nearest lesser centimeter and considered in determining places.

SPECIAL NOTE REGARDING THE NUMBER OF FINALISTS IN FIELD EVENTS: THERE ARE TO BE EIGHT FINALISTS IN ALL FIELD EVENTS, REGARDLESS OF THE NUMBER OF LANES AVAILABLE ON YOUR TRACK. HOWEVER, ONLY SIX PLACES RECEIVE AWARDS AND ARE SCORED.

Track and Field Entry Center Host Information

The Track Entry Center refers to the area where you enter your Sectional meet information. There is a substantial amount of information located in this area for host schools. To log in to the Track Entry Center, you will need your Track Password. You can access:

- School Codes- If you will be using Meet Manager, the school codes have already been entered into the database.
- Sectional Participant Information- This information will be entered on the athletic.net website. Please make sure that you accept the invitation to be a meet co-host.
- Email Schools- This will allow you the ability to email the schools in your sectional.
- Rosters by School- You will be able to view the entries of all schools via athletic.net.
- Hy-Tek Meet Manager Information- Instructions and information on using the program. If you will be using this program, make sure to download the database prior to use.

Here is what you can expect to find on your Track Entry Center page.

Class 1A Track & Field Host Administration

[Entries Menu](#) - [Sectional 2 Host Administration](#)

Sectional 2 Host Administration

Email Sectional 2 - [Coaches](#) | [Administrators](#)

[Set Sectional Location](#)

OPEN

Open thru state scoring

[School Codes](#)

Meet Manager

[Info for IESA users of Meet Manager](#) | [Meet Manager User Guides and Updates](#)

Pre-Configured Databases

The **Meet Manager** installation includes a **default Access database**. We suggest you instead download and save one of the databases below which already contains **IESA Events, Schools and Qualifying Standards**.

To use one of the databases below, **right-click the icon and choose "Save Target As" or "Save Link As" to save the ZIP file to your hard drive, extract the database** from the zip file, then use **File | Open** in **Meet Manager** to open the new database.

If you don't have a program to open **Zip archive files**, you can download this freebie called [WinZip](#).

Additionally, the database can be downloaded directly. To do this, **right-click and choose "Save Target As" to save the MDB file to your hard drive**. It will download as a TXT file to bypass network security, so change the extension to .mdb as you save the file to your hard drive. **You must change the file extension from .txt to .mdb!**

	6-Lane	Right-click and Save As .zip file
		Right-click and Save As .mdb file
	6-Lane FAT	Right-click and Save As .zip file
		Right-click and Save As .mdb file
	8-Lane	Right-click and Save As .zip file
		Right-click and Save As .mdb file
	8-Lane FAT	Right-click and Save As .zip file
		Right-click and Save As .mdb file
	Fake Entries file for test import	Right-click and Save As .csv file

SECTIONAL T&F HOST CHECKLIST

1. PRIOR TO THE SEED MEETING

- Please make sure that your track and equipment comply with all NFHS guidelines.
- Time, date and meeting links for Seed Meeting and information about local meet arrangements sent to all schools assigned to the Sectional meet. Seed meetings are to be held as virtual meetings. **Please make sure teams have the necessary links in advance of the meeting.**
- Remind schools that attendance at the Seed meeting is required. See included attendance information.
- Time, date, and meeting links for the Seed Meeting sent to assigned officials.

2. AT THE SEED MEETING- CONDUCTED AS A VIRTUAL MEETING

- Review venue information- concessions, parking, admission, team camps, restricted areas, etc.
- Review meet schedule and format information.
- Make sure all schools have submitted at least one volunteer event worker.

3. DETAILS BETWEEN SEED MEETING AND MEET DAY

- Check the participant entries within each event. All entries will be submitted online through the Athletic.net website.
- Check the number of entries for each contestant. If you find an error, contact the school in question.
- Compare the total number of entries for each event against your heat sheets and prepare meet information for all schools.
- Check your ribbon supply carefully. Sort by class and events. Double-check your plaque.
- Check your meet facility and make sure all event areas are properly prepared. If you conduct the pole vault at a different site on a different day, please notify the IESA office and Meet Referee.
- If you are using meet software of any kind, check to make sure that the meet and events are set up properly. Also, make sure that someone familiar with the program enters information on meet day.

4. DETAILS FOR MEET DAY

- Final information should be sent to the coaches prior to the starting time of your sectional meet for purposes of disseminating any last-minute information and making final scratches.

PLEASE REMIND COACHES THAT ANY RULE INTERPRETATIONS OR ISSUES MUST BE ADDRESSED WITH THE MEET OFFICIALS **THE DAY OF THE MEET!** Coaches should not "save" meet issues for Monday morning.
- It is also the responsibility of each school to see that relay teams are correctly dressed and that all contestants have proper spikes for competition. **Sectional hosts should inform the meet officials of any relay teams improperly dressed or competitors with improper spikes.**
- Have only competitors in the events report to the staging area for proper instructions.
- It is recommended that ribbons be placed in an envelope for each participating school.
- Have all Sectional Participant Information from all schools available for the coaches' meeting and in the scoring area
- Make sure that you have established a Games Committee and that the participating coaches are aware of who is serving on the Committee.**
- Do not release any time or place information to coaches OR competitors until the results are final.

5. POST-MEET DETAILS

- Check carefully for extra competitors who have met qualifying standards.**
- Please upload all results to the Athletic.net account that was created for you. This is the official record that the IESA Office uses to determine heat and lane assignments for the state meet. It is critical that names are spelled correctly, students are listed from the correct school, etc.
 - **ALL MANUAL TIMES MUST BE LISTED TO THE NEAREST TENTH OF A SECOND. FOR EXAMPLE, 12.78 WOULD BE LISTED AS 12.8; 30.45 WOULD BE LISTED AS 30.5.**
- Forward Complete Sectional Results to schools and IESA office.
- State Qualifiers Posted: It is the intent of the IESA Office to have heat and lane assignments for the state meet posted on the IESA website by 5:00 p.m. on the Tuesday after your sectional. Please inform your participating schools to check the link for state qualifiers for their participant information and report all errors to the IESA Office. The state qualifiers link is the **OFFICIAL LIST OF STATE PARTICIPANTS** NOT the Sectional Results listed online or anything received from the sectional host. If a participant is not listed on the state qualifier list school should contact their host school and the IESA.

TRACK AND FIELD SEED MEETING CHECKLIST



Please review the following items at your seed meeting.

LEGAL ENTRIES

- Only eligible participants listed on the Sectional Participant Information roster may be placed into events or added to open events.
- All participant information will be entered on the athletic.net website.
- Coaches may make changes to their entries, times, marks, and personnel until 4:00 p.m. the day of the seed meeting. No changes may be made after 4:00 p.m. This includes the seed meeting.
- HOSTS MAY MAKE A LIMITED NUMBER OF CHANGES TO SEED INFORMATION AFTER 4:00 P.M. THE DAY OF THE SEED MEETING.**
 1. The following situations may result in acceptable Sectional Participant changes after the deadline.
 - a. School disciplinary reasons.
 - b. Death in the athlete's immediate family.
 - c. Disabling illness or injury to an entered contestant.
 - d. Technology corrections.
 - e. Each substitute situation must be certified by either the school principal or attending physician to the Sectional manager.
 2. The following changes will not be allowed after the Sectional Roster deadline.
 - a. Individual event seed times/marks may not be adjusted. For relay events only, coaches may change a relay time to a slower seed time.
 3. Event spaces left blank may not be filled in after the deadline.

GENERAL INFORMATION

- All seed information is entered by the participating schools based on the honor system. Coaches may be asked for verification of seed information **BUT IT IS NOT REQUIRED** for seed information to be accepted. Times/distances from meets not entered on athletic.net must be accepted.
- Encourage participating coaches to review all participant information by 4:00 p.m. on the day of the seeding meeting.

DAY OF MEETING TASKS

1. All teams will have access to their roster information from their athletic.net account.
 - Teams should notify their hosts if they have relay athletes who are listed on the same relay in different age divisions (7th and 8th) and any athlete who is listed as a runner on a 4x1/4x2 and an alternate on a 4x2/4x1.
2. After 4 p.m. the day of the seed meeting, hosts should click the refresh button on the Entries tab before downloading entries or **TURNING ON RUNMEET**. Do not turn on RUNMEET until **AFTER** the 4 p.m. deadline. See host manual for more information.

3. If using RunMeet and it has already been turned on, click "Update Seeds" on the RunMeet screen to be sure the most up-to-date seeds have been pulled in.
4. IESA will allow entries to be viewable on the meet's homepage at a designated time.

Heat/flight information may be distributed to coaches at the conclusion of the seed meeting. Hosts are not required to provide heat/flight sheets before the scratch meeting held on the day of the Sectional meet. If heat/flight information is distributed before the scratch meeting, no changes may be made to competitors or competitor information.

GENERAL TOPICS

- Uniforms: Review legal uniforms.
- Athlete Check-In: Review the procedure for checking in and out of multiple events. Running events take preference over field events.
- Disqualifications: Review the procedure for notifying athletes and coaches of a disqualification.
- Restricted Areas: Review the areas restricted to participating athletes only. Also, review areas restricted from electronic communication devices.
- Appeals: Establish the Games committee. Review situations that may not be appealed- NFHS 3-5-4.
- Pole Vault: Reminders, weigh-ins, equipment check, etc.
- Running Events: Reminder that all running events are finals only.

MEET MANAGER DISCUSSION TOPICS

- Time schedule for the meet.
- Inclement weather plans. Make sure that you collect the contact information for all participating schools and officials.
- Event volunteers and/or work assignments. Reminder that knowledgeable adults must staff these work assignments.
- Results will only be communicated from the official scorer. Event or finish line personnel have been instructed not to distribute times/marks. Any information from these individuals should not be considered "official".
- Venue information- parking, concessions, team camp areas, staging protocol, results, etc.

WEATHER POLICY

- Sectional host schools are selected based on their all-weather facilities and their ability to complete a Sectional Meet on Saturday. Sectional Meets must be scheduled for Friday or Saturday with a "rain" date of Monday. Unsafe weather conditions may require suspending a Sectional Meet. But remember, there is no guarantee the weather will be better the next available day. It is the responsibility of the local Sectional Manager and Games Committee to make every effort to complete the Sectional Meet on the date scheduled. It may become necessary to suspend an event or the meet temporarily due to severe weather or other conditions that make competition hazardous. However, the competitors and coaches should be held at the site to wait for clearing of weather conditions. Since time is of the essence, suspended meets or events should be reconvened on the same day, once the safety of the competitors is assured.

Before a Meet Referee and Manager suspend a Sectional for another date, permission must be obtained from the administrator in the IESA Office in charge of Boys and Girls Track and Field. Suspended meets or events will continue from the point of interruption. The jumps, shot put or pole vault may be moved indoors, if facilities are available.

SAFETY GUIDELINES FOR THE THROWING EVENTS

Listed below are safety precautions that should be addressed before/during warm-ups and the competition.



SPECTATORS, COACHES, AND MEDIA

BEFORE THE EVENT

- Establish a spectator/coach/media boundary line or barricade that is clearly behind the throwing sector and cage. Post signs that direct spectators/coaches to stay behind the line or barricade at all times.
- Check to make sure that the throwing cage provides a safe barrier and that any cage doors are set.
- Establish boundary lines or barricades well beyond all sides of the throwing sector to prevent wandering spectators/coaches/participants/media from entering the throwing sector. Post signs that warn spectators/coaches/participants/media to stay out of the throwing sector area.
- Before warm-ups begin, ask the head official or other designee to identify expectations for safe event spectating and coaching.

DURING WARM-UPS AND THROWING COMPETITION

- Ensure that the officiating crew/volunteers or designee for event supervision know to keep event spectators/coaches behind the spectator/coach/media boundary line or barricade at all times.

EVENT PARTICIPANTS

BEFORE THE EVENT

- Establish an event participant viewing area that is clearly behind the throwing sector and cage. Post signs that direct event participants to stay within the designated viewing area unless it is their turn to enter the throwing cage to warm up or throw in competition.

DURING WARM-UPS AND THROWING COMPETITION

- Establish the expectation that only one thrower may be in the throwing cage at a time.
- Establish the expectation that throwers must not throw towards anyone.
- Establish the expectation that during warm-ups, they should not collect their implements until everyone has thrown, and then collect them together.
- During competition, throwers may collect their implement between throws. The next thrower may not enter the throwing circle until directed by the event official (after the prior thrower has collected his/her implement and is back in the event participant viewing area).

OFFICIALS

BEFORE THE EVENT

- The head official should meet with his/her crew to review safety protocols for spectators, coaches, media, participants, and officials to ensure everyone is on the same page.
- Before warm-ups, the head official should convey to participants his/her safety expectations during warm-ups and competition.

DURING WARM-UPS AND THROWING COMPETITION

- It is recommended that all officials and volunteers remain behind the cage and throwing sector.
- The head official or his/her designee should monitor the warm-ups to ensure that participants are abiding by the safety protocols.
- The head official or his/her designee should ensure that the spectators, coaches, and media are abiding by the safety protocols.
- If/When officials and event volunteers are in the throwing sector during warm-ups or competition they should always face the throwing cage.
- Prior to a throw during warm-ups or competition, one official/volunteer in the throwing sector should be designated to verbalize or signal to any other official/volunteer in the throwing sector that a thrower is in the circle.



Illinois Elementary School Association 2025-2026 Track & Field Sectional Financial Instructions

TOURNAMENT ADMISSIONS & EXPENDITURE REMINDERS

- Prior to the tournament, review all requirements, as well as allowable and excluded expenditures as listed on the online form, noting which fields require receipts.
- Be sure to accurately track and report cash admissions, including the total number of cash tickets sold.
- Accurately track tournament expenditures and be prepared to upload receipts where required.
 - Receipt files must be in .PDF format.

HOW TO LOCATE AND COMPLETE YOUR FINANCIAL REPORT ONLINE

1

Go to the IESA homepage at www.iesa.org. Click on [School & Officials Login](#) located at the top of the page. On the next page, select your school name (city first) from the left-hand dropdown menu and enter your **school's administrative (School) password**. Your school's AD password will NOT allow access to financial reports. **Please note that the administrative password is for administrator use only and serves as your signature of approval on the financial report. Use of the administrative password signifies that the administrator is responsible for the accuracy of the information on the financial report.**

2

Once logged in, locate your school's financial reports below the Activity Tracker.

The screenshot shows the IESA website dashboard. At the top, there is a navigation bar with 'Menu' and 'Log Out'. Below this is a secondary navigation bar with links for 'Activity Tracker', 'Registration', 'Entry Centers', 'Your School', 'Resources', 'Email Center', and 'Officials Search'. There are also links for 'REGISTER FOR TEXT ALERTS' and 'CONCUSSION CERTIFICATION'. The main content area is titled 'Important Messages' and contains a list of links: 'Membership Survey', 'Indicate your emerging activities', 'Submit a Good Sportsmanship Report', and 'Submit your Activity Participation/Fee information'. To the right of this list is an image of an IESA Replica Trophy. Below the messages is a banner for 'TROPHY WINNERS: Order replica trophies TODAY!'. At the bottom of the dashboard, the 'Activity Tracker' link is highlighted with a red arrow.

All IESA financial reports for activities your school is hosting will be displayed here. To update the report, click the "Update Report" link and follow the instructions on the following page.

Your Unpaid Financial Reports				All Your Financial Reports
		Due		
Activity	Level	School	IESA	Financial Report
		\$0.00	\$0.00	BEGIN - Update Report

3

Record the cash tickets sold and total cash admissions amount.

HOST - RECEIPTS		
# of Cash Tickets Sold @ \$10.00	<input type="text" value="0"/>	HOW MANY tickets were sold?
Total CASH Admissions	\$ <input type="text" value="0"/>	
Athletic.Net Software License	\$75.00	

***Note:** 30% of the total admissions plus the athletic.net fee is due to IESA whether the tournament ran at a profit or deficit. You will receive a finalized report and an invoice with the amount due. Please include the invoice with your payment.

4

- Track the expenses in the applicable fields.
- Note which fields require receipts.
 - Uploading of receipts will be completed via Steps 8 & 9 of these instructions.**
- The meet referee/starter amounts are calculated for you and includes a shell allowance. This amount may not be reduced or exceeded. Hosts should not provide shells for the starter and may not record shells as an expenditure.

HOST - ALLOWABLE TOURNAMENT EXPENDITURES		
Listed below are the only expenses allowable. The starter fee includes a shell allowance, so host schools should not provide shells.		
Expenditure Type	Amount	
Girls Meet Referee/Starter	\$240.00	Includes shell allowance
Boys Meet Referee/Starter	\$240.00	Includes shell allowance
Track Rental Allowance	\$ <input type="text" value="0"/>	Up to \$500.00 maximum only when paid to a district other than the host school's district. MUST BE PRE-APPROVED BY TRACK ADMINISTRATOR Documentation required (See host book for details)
Timing Company/Vendor	\$ <input type="text" value="0"/>	Receipts required. This line is for vendor expenses ONLY. Non-vendor scoring expenses should be listed below under Scoring/Timing (Non-Vendor).
Scoring/Timing (Non-Vendor)	\$ <input type="text" value="0"/>	\$150.00 maximum allowable
Ticket Takers & Sellers	\$ <input type="text" value="0"/>	
Supervision	\$ <input type="text" value="0"/>	\$225.00 maximum allowable
Meet Manager	\$ <input type="text" value="0"/>	\$150.00 maximum allowable
Police	\$ <input type="text" value="0"/>	
Hospitality	\$ <input type="text" value="0"/>	\$100.00 maximum allowable
Athletic Trainers/EMTs	\$ <input type="text" value="0"/>	
Custodial Service	\$ <input type="text" value="0"/>	
Port-a-Potty Rental	\$ <input type="text" value="0"/>	Receipts required

5

As the form is updated, changes can be saved by clicking "Update" in the lower right. This can be utilized as frequently as needed prior to the final submission of the form.

Brief Comment

Submitted By

Submitter Email

After any data entry, UPDATE this form to save

A message will then appear at the top of the page indicating the update was successful.

Report update successful

- This report will be finalized by the IESA
- This report must be submitted within two weeks of the tournament/meet completion

6


When all of the information has been entered, the form will indicate if the tournament ran at a profit or a deficit.

Should the tournament run at a deficit, decide if the participating schools will be assessed (see below). Select either YES or NO. If yes, the IESA will send instructions, including the assessment amounts, after the report is finalized and the host payment is received by our office.

- Note: Schools may not be assessed until the report is finalized, the host payment is received by the IESA and assessment instructions are provided. The sectional is assessed on a per team basis.

CALCULATIONS	
RECEIPTS	<input type="text"/>
EXPENDITURES SUBTOTAL	<input type="text"/>
Athletic.Net Software License	\$75.00
IESA Share (30% of Receipts + Software Fee)	<input type="text"/>
TOTAL EXPENDITURES	<input type="text"/>
PROFIT	\$0.00
DEFICIT	-\$ <input type="text"/>
TOTAL DUE IESA	<input type="text"/>


ASSESSMENTS	
Your tournament has a DEFICIT. Do you want to ASSESS participating schools?	YES <input type="radio"/> NO <input type="radio"/>



7


The option to “Update and SUBMIT” the final report will become available after the report has been updated at least once and the tournament has been completed.

Submitter Email <input type="text"/>
UPDATE and SUBMIT this form to send the completed report to IESA
<input type="button" value="Update"/> <input type="button" value="Update and SUBMIT"/>



When ready to submit, click “Update and SUBMIT”. You will be asked to confirm you are sure, and if any required fields have not been completed, the page will refresh with an error message indicating which fields still need to be completed before clicking “Update and SUBMIT” again.

****ERROR: Submitter is a required field****



8

After successful submission of the report, you will be redirected to a page with an overview of the submitted form.

This is also where required receipts will be uploaded. Any line item that was utilized and requires receipts will indicate this on the right side. To upload any receipts for a line item, click "UPLOAD".

HOST - RECEIPTS		
# of Cash Tickets Sold @ \$10.00	<input type="text"/>	
Total CASH Admissions	<input type="text"/>	
TOTAL RECEIPTS	<input type="text"/>	
HOST - ALLOWABLE TOURNAMENT EXPENDITURES		
Track Rental Allowance	<input type="text"/>	UPLOAD
Timing Company/Vendor	<input type="text"/>	UPLOAD
Girls Meet Referee/Starter	<input type="text"/>	
Boys Meet Referee/Starter	<input type="text"/>	
Scoring/Timing (Non-Vendor)	<input type="text"/>	
Ticket Takers & Sellers	<input type="text"/>	
Supervision (shall not include meet manager)	<input type="text"/>	
Meet Manager	<input type="text"/>	
Police	<input type="text"/>	
Hospitality	<input type="text"/>	
Athletic Trainers/EMTs	<input type="text"/>	
Custodial Service	<input type="text"/>	
Port-a-Potty Rental (receipts required)	<input type="text"/>	UPLOAD
TOTAL HOST EXPENDITURES	<input type="text"/>	

9

When redirected to the upload page, complete the following:

1. Click "Choose File".
 - a. You will then need to navigate to the folder on your device where your receipt is saved and select that file. (The portion next to "Choose File" will change from "No file chosen" to display the name of the file you selected.)
 - i. Note: Receipts must be in .PDF format when uploading for financial reports.
2. Click "Upload".
3. The screen will update to show that the upload was successful and will show a link to the uploaded file(s) below the file uploader.

Receipts

Upload successful.

- All receipts must be in PDF format
- Upload multiple receipts for a category if necessary

<-- Back to Report
Attach File
Choose File
No file chosen
Upload

UPLOADED RECEIPTS

[State Receipt.pdf](#)

All uploaded files will be displayed below the main report summary page, as well.

10

Once submitted, further changes cannot be made online. Contact Sheri Strohl (sheri@iesa.org) at the IESA to amend a report after submission.

After the IESA completes and approves the form, the balance due will be calculated. You will receive a finalized report and an invoice with the amount due via email. 30% of the total admissions plus the athletic.net fee is due to IESA whether the tournament ran at a profit or deficit. Please include the invoice with your payment.

Mail a school check and a copy of the invoice to:

**IESA
1015 Maple Hill Rd.
Bloomington, IL 61705**

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Assessments:

If the tournament ran at a deficit, you will receive an approved financial report with an assessment amount and instructions for assessing participating schools after the host payment is received in our office. The assessment amount provided will be a **per team** amount.

Thank you for hosting!

2026 Girls 7TH STATE TRACK QUALIFYING STANDARDS

Event	7-1A Girls		7-2A Girls		7-3A Girls		7-4A Girls	
	Manual	FAT	Manual	FAT	Manual	FAT	Manual	FAT
100 M. Hurdles – Girls	18.5	18.74	18.3	18.54	17.8	18.04	17.7	17.94
100 M. Dash	13.9	14.14	13.6	13.84	13.5	13.74	13.2	13.44
200 M. Dash	29.2	29.44	28.6	28.84	28.3	28.54	27.7	27.94
400 M. Dash	1:08	1:08.24	1:07	1:07.24	1:05.6	1:05.84	1:05	1:05.24
800 M. Run	2:43.3	2:43.54	2:40	2:40.24	2:39	2:39.24	2:36	2:36.24
1600 M. Run	6:00	6:00.24	5:55	5:55.24	5:45	5:45.24	5:42.8	5:43.04
1600 M Medley Relay	*For 2026, top two teams for medley relay will advance to state.							
4 X 100 M. Relay	59.0	59.24	58.0	58.24	56.2	56.44	55.4	55.64
4 X 200 M. Relay	2:05	2:05.24	2:04	2:04.24	1:59	1:59.24	1:57.5	1:57.74
4 X 400 M. Relay	4:54	4:54.24	4:50.6	4:50.84	4:41	4:41.24	4:37	4:37.24
	Metric	Imperial	Metric	Imperial	Metric	Imperial	Metric	Imperial
Pole Vault	1.98	6-6"	1.98	6-6"	2.13	7-0"	2.13	7-0"
High Jump	1.38	4-6.25"	1.38	4-6.25"	1.41	4-7.5"	1.41	4-7.5"
Long Jump	4.26	14-0"	4.39	14-5"	4.47	14-8"	4.60	15-1.25"
Shot Put (4 kilos)	7.89	25-11"	7.89	25-11"	8.22	27-0	8.22	27-0
Discus Throw	22.35	73-4"	22.55	74-0"	23.31	76-6	23.31	76-6

STARTING HEIGHTS FOR SECTIONAL & STATE HIGH JUMP AND POLE VAULT EVENTS

	7-1A Girls		7-2A Girls		7-3A Girls		7-4A Girls	
	Metric	Imperial	Metric	Imperial	Metric	Imperial	Metric	Imperial
Sect. HJ	1.17	3-10"	1.17	3-10"	1.20	3-11.25"	1.20	3-11.25"
Sect. PV	1.50	4-11"	1.50	4-11"	1.65	5-5"	1.65	5-5"
State HJ	1.27	4-2"	1.32	4-4"	1.34	4-5"	1.34	4-5"
State PV	1.90	6-3"	1.90	6-3"	2.05	6-9"	2.05	6-9"

2026 GIRLS 8TH STATE TRACK QUALIFYING STANDARDS

Event	8-1A Girls		8-2A Girls		8-3A Girls		8-4A Girls	
	Manual	FAT	Manual	FAT	Manual	FAT	Manual	FAT
100 M. Hurdles – Girls	18.1	18.34	18.0	18.24	17.2	17.44	17.0	17.24
100 M. Dash	13.5	13.74	13.4	13.64	13.2	13.44	12.9	13.14
200 M. Dash	29.1	29.34	28.4	28.64	27.8	28.04	27.3	27.54
400 M. Dash	1:07	1:07.24	1:05.5	1:05.74	1:04.5	1:04.74	1:03.6	1:03.84
800 M. Run	2:43	2:43.24	2:39	2:39.24	2:35	2:35.24	2:32.6	2:32.84
1600 M. Run	6:03	6:03.24	5:55	5:55.24	5:42	5:42.24	5:40	5:40.24
1600 M Medley Relay	*For 2026, top two teams for medley relay will advance to state.							
4 X 100 M. Relay	57.6	57.84	55.6	55.84	54.6	54.84	53.6	53.84
4 X 200 M. Relay	2:03.4	2:03.64	1:59	1:59.24	1:56	1:56.24	1:55	1:55.24
4 X 400 M. Relay	4:50	4:50.24	4:40	4:40.24	4:33	4:33.24	4:29	4:29.24
Measurements	Metric	Imperial	Metric	Imperial	Metric	Imperial	Metric	Imperial
Pole Vault	2.05	6-9"	2.05	6-9"	2.28	7-6"	2.28	7-6"
High Jump	1.41	4-7.5"	1.41	4-7.5"	1.46	4-9.5"	1.46	4-9.5"
Long Jump	4.41	14-6"	4.50	14-9.25"	4.62	15-2"	4.80	15-9"
Shot Put (4 kilos)	8.43	27-8"	8.53	28-0"	8.89	29-2	8.89	29-2
Discus Throw	23.62	77-6"	24.07	79-0"	26.21	86-0"	26.21	86-0"

STARTING HEIGHTS FOR SECTIONAL & STATE HIGH JUMP AND POLE VAULT EVENTS

	8-1A Girls		8-2A Girls		8-3A Girls		8-4A Girls	
	Metric	Imperial	Metric	Imperial	Metric	Imperial	Metric	Imperial
Sect. HJ	1.20	3-11.25"	1.20	3-11.25"	1.25	4-1.25"	1.25	4-1.25"
Sect. PV	1.57	5-1"	1.57	5-1"	1.80	5-10.75"	1.80	5-10.75"
State HJ	1.29	4-3"	1.34	4-5"	1.39	4-7"	1.39	4-7"
State PV	1.98	6-6"	1.98	6-6"	2.20	7-3"	2.20	7-3"

2026 Boys 7TH STATE TRACK QUALIFYING STANDARDS

Event	7 -1A Boys		7 -2A Boys		7_3A Boys		7-4A Boys	
	Manual	FAT	Manual	FAT	Manual	FAT	Manual	FAT
110 M. Hurdles – Boys	18.8	19.04	18.6	18.84	17.9	18.14	17.6	17.84
100 M. Dash	13.0	13.24	12.7	12.94	12.4	12.64	12.1	12.34
200 M. Dash	27.4	27.64	26.5	26.74	25.9	26.14	25.4	25.64
400 M. Dash	1:03	1:03.24	1:01	1:01.24	59.6	59.84	58.7	58.94
800 M. Run	2:30	2:30.24	2:29	2:29.24	2:24.5	2:24.74	2:22	2:22.24
1600 M. Run	5:30	5:30.24	5:26	5:26.24	5:16	5:16.24	5:13.8	5:14.04
1600 M Medley Relay	*For 2026, top two teams for medley relay will advance to state.							
4 X 100 M. Relay	56.0	56.24	54.8	55.04	52.3	52.54	51.3	51.54
4 X 200 M. Relay	1:59.5	1:59.74	1:56.5	1:56.74	1:51.5	1:51.74	1:49	1:49.24
4 X 400 M. Relay	4:38.5	4:38.74	4:29.3	4:29.54	4:17	4:17.24	4:12.7	4:12.94
1600 M Medley Relay	Metric	Imperial	Metric	Imperial	Metric	Imperial	Metric	Imperial
Pole Vault	2.28	7-5.75"	2.32	7-7.25"	2.44	8-0"	2.44	8-0"
High Jump	1.51	4-11.5"	1.51	4-11.5"	1.56	5-1.25"	1.56	5-1.25"
Long Jump	4.80	15-9"	4.92	16-2"	5.18	17-0"	5.30	17-05"
Shot Put (4 kilos)	9.90	32-6	10.51	34-6"	10.64	34-11"	10.94	35-11"
Discus Throw	29.26	96-0	30.48	100-0"	32.00	105-0"	32.41	106-4"

STARTING HEIGHTS FOR SECTIONAL & STATE HIGH JUMP AND POLE VAULT EVENTS

	7-1A Boys		7-2A Boys		7-3A Boys		7-4A Boys	
	Metric	Imperial	Metric	Imperial	Metric	Imperial	Metric	Imperial
Sect. HJ	1.30	4-3.25"	1.30	4-3.25"	1.35	4-5"	1.35	4-5"
Sect. PV	1.80	5-10.75"	1.84	5-10.75"	1.96	6-5"	1.96	6-5"
State HJ	1.39	4-7"	1.44	4-9"	1.47	4-10"	1.47	4-10"
State PV	2.20	7-3"	2.20	7-3"	2.36	7-8.75"	2.36	7-8.75"

2026 BOYS 8TH STATE TRACK QUALIFYING STANDARDS

Event	8-1A Boys		8-2A Boys		8 -3A Boys		8-4A Boys	
	Manual	FAT	Manual	FAT	Manual	FAT	Manual	FAT
110 M. Hurdles – Boys	17.7	17.94	17.3	17.54	16.8	17.04	16.2	16.44
100 M. Dash	12.2	12.44	12.0	12.24	11.9	12.14	11.7	11.94
200 M. Dash	25.6	25.84	25.3	25.54	24.6	24.84	24.2	24.44
400 M. Dash	58.5	58.74	57.6	57.84	56.2	56.44	55.8	56.04
800 M. Run	2:24	2:24.24	2:20.5	2:20.74	2:17	2:17.24	2:15	2:15.24
1600 M. Run	5:20	5:20.24	5:14.0	5:14.24	5:01	5:01.24	4:57	4:57.24
1600 M Medley Relay	*For 2026, top two teams for medley relay will advance to state.							
4 X 100 M. Relay	52.0	52.24	50.0	50.24	49.0	49.24	47.7	47.94
4 X 200 M. Relay	1:51	1:51.24	1:46	1:46.24	1:43.5	1:43.74	1:41.5	1:41.74
4 X 400 M. Relay	4:17	4:17.24	4:04.5	4:04.74	3:56.5	3:56.74	3:53.7	3:53.94
	Metric	Imperial	Metric	Imperial	Metric	Imperial	Metric	Imperial
Pole Vault	2.43	8-0"	2.43	8-0"	2.81	9-3"	2.81	9-3"
High Jump	1.58	5-2.25"	1.64	5-4.5"	1.69	5-6.5"	1.69	5-6.5"
Long Jump	5.28	17-4"	5.48	18-0"	5.51	18-1"	5.63	18-6"
Shot Put (4 kilos)	10.97	36-0"	12.19	40-0"	12.34	40-6"	12.80	42-0"
Discus Throw	32.91	108-0"	36.3	119-1"	37.80	124-0"	38.10	125-0"

STARTING HEIGHTS FOR SECTIONAL & STATE HIGH JUMP AND POLE VAULT EVENTS

	8-1A Boys		8-2A Boys		8-3A Boys		8-4A Boys	
	Metric	Imperial	Metric	Imperial	Metric	Imperial	Metric	Imperial
Sect. HJ	1.37	4-6"	1.43	4-8.25"	1.48	4-10.25"	1.48	4-10.25"
Sect. PV	1.95	6-4.75"	1.95	6-4.75"	2.33	7-7.25"	2.33	7-7.25"
State HJ	1.46	4-9.5"	1.49	4-11"	1.62	5-4"	1.62	5-4"
State PV	2.36	7-9"	2.36	7-9"	2.74	9-0"	2.74	9-0"

2026 IESA SECTIONAL TRACK HIGH JUMP REQUIRED HEIGHT PROGRESSIONS

Class	Opening	1 st	2 nd	3 rd	4 th
7-1A Girls	1.17	1.23	1.29	1.35	1.38
8-1A Girls	1.20	1.26	1.32	1.38	1.41
7-1A Boys	1.30	1.36	1.42	1.48	1.51
8-1A Boys	1.37	1.43	1.49	1.55	1.58

***Attempts after the 4th raise:** If more than one competitor remains, the crossbar will be raised 3cm at a time. If only one competitor remains and has been determined to be the winner, the competitor may determine successive heights of the crossbar.

Class	Opening	1 st	2 nd	3 rd	4 th
7-2A Girls	1.17	1.23	1.29	1.35	1.38
8-2A Girls	1.20	1.26	1.32	1.38	1.41
7-2A Boys	1.30	1.36	1.42	1.48	1.51
8-2A Boys	1.43	1.49	1.55	1.61	1.64

***Attempts after the 4th raise:** If more than one competitor remains, the crossbar will be raised 3cm at a time. If only one competitor remains and has been determined to be the winner, the competitor may determine successive heights of the crossbar.

Class	Opening	1 st	2 nd	3 rd	4 th
7-3A Girls	1.2	1.26	1.32	1.38	1.41
8-3A Girls	1.25	1.31	1.37	1.43	1.46
7-3A Boys	1.35	1.41	1.47	1.53	1.56
8-3A Boys	1.48	1.54	1.60	1.66	1.69

***Attempts after the 4th raise:** If more than one competitor remains, the crossbar will be raised 3cm at a time. If only one competitor remains and has been determined to be the winner, the competitor may determine successive heights of the crossbar.

Class	Opening	1 st	2 nd	3 rd	4 th
7-4A Girls	1.2	1.26	1.32	1.38	1.41
8-4A Girls	1.25	1.31	1.37	1.43	1.46
7-4A Boys	1.35	1.41	1.47	1.53	1.56
8-4A Boys	1.48	1.54	1.60	1.66	1.69

***Attempts after the 4th raise:** If more than one competitor remains, the crossbar will be raised 3cm at a time. If only one competitor remains and has been determined to be the winner, the competitor may determine successive heights of the crossbar.

2026 IESA SECTIONAL TRACK POLE VAULT REQUIRED HEIGHT PROGRESSIONS

Class	Opening	1 st	2 nd	3 rd	4 th
7-1A Girls	1.50	1.66	1.82	1.90	1.98
8-1A Girls	1.57	1.73	1.89	1.97	2.05
7-1A Boys	1.80	1.96	2.12	2.20	2.28
8-1A Boys	1.95	2.11	2.27	2.35	2.43

***Attempts after the 4th raise:** If more than one competitor remains, the crossbar will be raised 8cm at a time. If only one competitor remains and has been determined to be the winner, the competitor may determine successive heights of the crossbar.

Class	Opening	1 st	2 nd	3 rd	4 th
7-2A Girls	1.50	1.66	1.82	1.90	1.98
8-2A Girls	1.57	1.73	1.89	1.97	2.05
7-2A Boys	1.84	2.00	2.16	2.24	2.32
8-2A Boys	1.95	2.11	2.27	2.35	2.43

***Attempts after the 4th raise:** If more than one competitor remains, the crossbar will be raised 8cm at a time. If only one competitor remains and has been determined to be the winner, the competitor may determine successive heights of the crossbar.

Class	Opening	1 st	2 nd	3 rd	4 th
7-3A Girls	1.65	1.81	1.97	2.05	2.13
8-3A Girls	1.80	1.96	2.12	2.20	2.28
7-3A Boys	1.96	2.12	2.28	2.36	2.44
8-3A Boys	2.33	2.49	2.65	2.73	2.81

***Attempts after the 4th raise:** If more than one competitor remains, the crossbar will be raised 8cm at a time. If only one competitor remains and has been determined to be the winner, the competitor may determine successive heights of the crossbar.

Class	Opening	1 st	2 nd	3 rd	4 th
7-4A Girls	1.65	1.81	1.97	2.05	2.13
8-4A Girls	1.80	1.96	2.12	2.20	2.28
7-4A Boys	1.96	2.12	2.28	2.36	2.44
8-4A Boys	2.33	2.49	2.65	2.73	2.81

***Attempts after the 4th raise:** If more than one competitor remains, the crossbar will be raised 8cm at a time. If only one competitor remains and has been determined to be the winner, the competitor may determine successive heights of the crossbar.