Championship Operations Packet
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## Contact Information

**Competitive Cheerleading Committee**

<table>
<thead>
<tr>
<th>Section</th>
<th>Contact Person</th>
<th>Email Address</th>
</tr>
</thead>
<tbody>
<tr>
<td>State Coordinator</td>
<td>Jen Simmons</td>
<td><a href="mailto:jsimmons@swboces.org">jsimmons@swboces.org</a></td>
</tr>
<tr>
<td>Section I</td>
<td>Alice Granger</td>
<td><a href="mailto:atgranger@aol.com">atgranger@aol.com</a></td>
</tr>
<tr>
<td>Section 2</td>
<td>Stephanie St. Pierre</td>
<td><a href="mailto:s_stpierre@yahoo.com">s_stpierre@yahoo.com</a></td>
</tr>
<tr>
<td>Section III</td>
<td>Tanya VanOrnum</td>
<td><a href="mailto:tvanornu@sccs.cnyric.org">tvanornu@sccs.cnyric.org</a></td>
</tr>
<tr>
<td>Section IV</td>
<td>Andrea Guccia</td>
<td><a href="mailto:andreaguccia@gmail.com">andreaguccia@gmail.com</a></td>
</tr>
<tr>
<td>Section V</td>
<td>Joanne Small</td>
<td><a href="mailto:empirecheer@aol.com">empirecheer@aol.com</a></td>
</tr>
<tr>
<td>Section VI</td>
<td>Justina Grudzinski</td>
<td><a href="mailto:Sec6cheerleading@gmail.com">Sec6cheerleading@gmail.com</a></td>
</tr>
<tr>
<td>Section VII</td>
<td>Vicki Nephew</td>
<td><a href="mailto:vnephew@moriahk12.org">vnephew@moriahk12.org</a></td>
</tr>
<tr>
<td>Section VIII</td>
<td>Jennifer Keane</td>
<td><a href="mailto:keanej@wantaghschools.org">keanej@wantaghschools.org</a></td>
</tr>
<tr>
<td>Section IX</td>
<td>Patty Archiere</td>
<td><a href="mailto:pattimvcheer@yahoo.com">pattimvcheer@yahoo.com</a></td>
</tr>
<tr>
<td>Section X</td>
<td>Missie Cutler</td>
<td><a href="mailto:missiecutler@yahoo.com">missiecutler@yahoo.com</a></td>
</tr>
<tr>
<td>Section XI</td>
<td>Scott Reh</td>
<td><a href="mailto:srehs@mtsinai.k12.ny.us">srehs@mtsinai.k12.ny.us</a></td>
</tr>
</tbody>
</table>

**NYSPHSAA Staff**

<table>
<thead>
<tr>
<th>Role</th>
<th>Name</th>
<th>Email Address</th>
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<tbody>
<tr>
<td>Executive Director</td>
<td>Dr. Robert Zayas</td>
<td><a href="mailto:rzayas@nysphsaa.org">rzayas@nysphsaa.org</a></td>
</tr>
<tr>
<td>Assistant Director</td>
<td>Todd Nelson</td>
<td><a href="mailto:tnelson@nysphsaa.org">tnelson@nysphsaa.org</a></td>
</tr>
<tr>
<td>Assistant Director</td>
<td>Joe Altieri</td>
<td><a href="mailto:altieri@nysphsaa.org">altieri@nysphsaa.org</a></td>
</tr>
<tr>
<td>Assistant Director</td>
<td>Kristen Jadin</td>
<td><a href="mailto:kjadin@nysphsaa.org">kjadin@nysphsaa.org</a></td>
</tr>
<tr>
<td>Director of Sales &amp; Marketing</td>
<td>Chris Joyce</td>
<td><a href="mailto:cjoyce@nysphsaa.org">cjoyce@nysphsaa.org</a></td>
</tr>
<tr>
<td>Director of Communications</td>
<td>Chris Watson</td>
<td><a href="mailto:cwatson@nysphsaa.org">cwatson@nysphsaa.org</a></td>
</tr>
<tr>
<td>Director of Finance</td>
<td>Lisa Hand</td>
<td><a href="mailto:larnold@nysphsaa.org">larnold@nysphsaa.org</a></td>
</tr>
<tr>
<td>Administrative Assistant</td>
<td>Sandy Schanck</td>
<td><a href="mailto:sschanck@nysphsaa.org">sschanck@nysphsaa.org</a></td>
</tr>
<tr>
<td>Distribution Coordinator</td>
<td>Jill Gregorius</td>
<td><a href="mailto:jgregorius@nysphsaa.org">jgregorius@nysphsaa.org</a></td>
</tr>
</tbody>
</table>
Welcome Letter

Welcome to the 2020 New York State Public High School Athletic Association Competitive Cheerleading Championships. We are excited for another great Competition. We are a growing sport and are very excited with all of the progress that has been made in a short period of time. Once again it has been a privilege to work with each of the eleven Section’s Cheerleading Committee members representing our member schools. Additionally, the Committee and I are grateful and fortunate once again to work with some experienced consultants from Varsity, to help us improve, grow and guide us along this path of the ever-changing sport of Cheerleading. So much hard work and dedication has gone into reaching this culminating event on the part of the coaches, student-athletes and their parents and of course you the fans. We hope you enjoy this event and proudly acknowledge all of the competitors for their accomplishments.

Sincerely,

Jennifer Simmons
Competitive Cheerleading State Coordinator
Championship Information

Championship Date
Saturday, March 7, 2020

Championship Site
Rochester Institute of Technology
Gordon Field House
One Lomb Memorial Drive
Rochester, NY 14623

Admission & Ticket Sales
Admission is $10 at the gate (CASH ONLY). Tickets are general admission. Bus drivers with proper ID will be admitted to free of charge. There are no discounts for senior citizens or students. Children age 5 and under are free. Only NYSPHSAA passes will be honored at the championship site. No Section Lifetime, Service or other passes will be accepted. Re-entry will be permitted with proper validation.

Advanced Sale
$8 online (plus service fee) at www.gofan.co/nysphsaa

CP Sportswear – Official NYSPHSAA Merchandiser
CP Sportswear, NYSPHSAA Official Merchandiser, will be selling T-shirts, championship programs, and other products at the throughout the tournament. Use the following link to access Championship merchandise: http://shop.cpsportswearonline.com/default.asp

Submitting Team Roster/Photo
Section coordinators/schools/coaches must follow the roster submission procedure to ensure their roster appears in the program. This should have been completed at the beginning of the season. However, if not, it needs to be complete at the completion of Section Finals.

Rosters should only be submitted via MaxPreps website. Instructions are below:

1. After you sign into maxpreps.com with your email and password, hover over the "head and shoulder" icon in the upper righthand corner to access your admin account. Click on your team admin under "Admin Accounts."
2. Once you go to your team page you can upload your roster by clicking “Roster” in the horizontal menu bar.
3. From the Roster page, you have a few options to update your roster: a. You may "Import" a roster b. To add individual athletes, select “+Athlete” c. You may also email your roster (Word or Excel file) to rosters@maxpreps.com and MaxPreps team will load them in three to five business days.
4. To load your team photo, go back to your team admin homepage by clicking “HOME” in the horizontal menu bar.
   a. Then click on “Photo” in the “Mascot & Team Photo” section in the lower right-hand section of the admin homepage.
b. From there simply click “Choose File” and select the file from your computer, then click “Submit” and you are done! NOTE: The photo file must be a .jpg image no larger than 5MB in size. Image must be in square or landscape orientation.

For detailed questions about MaxPreps partnership with the NYSPHSAA you may contact MaxPreps New York Representative Eric Frantz at 937-554-0477 or efrantz@maxpreps.com. FOR INQUIRIES WITH THE NYSPHSAA OFFICE, CONTACT Chris Watson at cwatson@nysphsaa.org.

***The photo/roster from MaxPreps are used in the Championship program. Upload the photo/roster into MaxPreps by Thursday, February 27***

If your roster/photo has not been entered onto MaxPreps by the date above, please visit http://nysphsaa.org/ADs-Coaches/Submit-Information-Online/Roster1 to submit your roster online. To submit photo, email Todd Nelson directly at tnelson@nysphsaa.org ***

**Coaches’ Webinar**

A webinar for all participating coaches will take place on March 4 @ 7:00pm. This meeting is intended for all coaches and Section Coordinators to go over details and answer questions regarding the NYSPHSAA Competitive Cheerleading Championship. Coaches will need access to a computer during this call and will be able to ask questions by typing them in during the call. After registering, you will receive a confirmation email containing information about joining the webinar. Information will be sent to coaches through their Section Coordinator.

**School Gate Lists/ID Badges**

ID badges will be provided for participants, coaches and support staff. 32 participants (D1/D2 large school & co-ed) and 16 participants (D1/D2 small school), plus 2 bench personnel (coaches) per team will comprise the traveling squad and will be admitted to the tournament site. **Adults are not permitted to wear athlete badges. If it is determined they are, the badge will be confiscated, and they will be removed from the game site.**

Badges will be provided at the Gordon Field House for those schools practicing on Friday and at the hotel for those not practicing. Host section schools will receive their badges on Saturday morning unless other arrangements are made with their coordinator.

Each championship team is required to submit a School Gate List (attached) to the NYSPHSAA office two days prior to the championship event. Athletic Directors and school administrators should be listed on the School Gate List (maximum of 8). Keep in mind, this list ONLY provides entry into the facility. It does **NOT** provide floor access. Bus drivers are provided entrance free to the facility with proper ID.

**Athletic Directors should submit the School Gate List to Kristen Jadin at the NYSPHSAA office by Wednesday, March 4 at NOON.** Individuals listed on the School Gate List must check in at a ticket sales gate for admittance to the tournament.

**Parking/Entrance to Facility**

Team buses should park in the front of Gordon Field House. Teams will enter from the lower level entrance of the field house (with proper credentials).
Bag Storage
Bag storage is available in racquetball courts. Please remind athletes to not leave valuable items in their bags. NYSPHSAA is not responsible for missing or stolen items.

Team Hotels
There available hotels for teams are listed below.

Doubletree Hotel ($131/night) – Sections 3, 8, 9, 11
111 Jefferson Road
Rochester, NY 14623
Contact: Tricia Kolb - 585-613-9588, tricia.kolb@hilton.com

Radisson Hotel ($139/night) – Sections 1, 4, 7, 10
175 Jefferson Road
Rochester, NY 14623
Contact: Rachel Mee - 585-220-5006, Rachel.mee@twintierhospitality.com

Holiday Inn ($109/night – includes breakfast) – Section 2
800 Jefferson Road
Rochester, NY 14623
Contact: Deirdre Dieter – 585-613-9588, ddieter@visions-hotels.com

Hampton Inn ($129/night – includes breakfast) – Section 6
280 Clay Road
Rochester, NY 14623
Contact: Jessica Conley – 585-730-8627, Jessica.conley2@hilton.com

Team Supervision
We urge all players to conduct themselves in a sportsmanlike manner consistent with the principles of NYSPHSAA athletic participation. Each individual spending the night in a tournament hotel shall be responsible for any vandalism done to the room, including theft. Coaches are specifically responsible for the conduct of their respective teams during all phases of the Tournament, including all nonplaying time as well as travel to and from the tournaments.

Transportation
Transportation expenses at the rate of $1.35 per mile, per grid chart, for competing NYSPHSAA member schools will be paid by NYSPHSAA upon submission of a State Voucher by the participating Section Treasurer, directly to NYSPHSAA, 8 Airport Park Boulevard, Latham, New York 12110, Attn: Assistant Director.

- Regionals: All on-site expenses will be paid by the treasurer of the host section. All profit or loss at this level will be the responsibility of the competing sections.
- Semifinals and finals: All on-site expenses will be paid by NYSPHSAA after submission of approved vouchers. Travel vouchers are available at nysphsaa.org.
Practice
Teams will have the opportunity to practice on Friday, March 6th. Time slots are available, and coaches can contact Joanne Small @ empirecheer@aol.com if they are interested in the opportunity to practice. Time slots will be filled on a first-come, first-served basis. Practices are 30 minutes in length.

Hotel Accommodations for Fans/Parents

NYSPHSAA is proud to announce a partnership with the IHG Hotels of Upstate New York as the Official Hotel Partner of the NYSPHSAA Championships. Tell your fans, families, and friends to contact the Holiday Inn location for their tournament accommodations. Please note that teams have room blocks arranged at different hotels for this event.

Holiday Inn Rochester Downtown
70 State Street
Rochester, NY 14614
585-546-3450

Press
Chris Watson, NYSPHSAA Director of Communications, will accept media credential requests prior to the tournament. The Director of Communications must be satisfied that the request for a credential is made by a bona fide member of the working press (daily/weekly newspaper, broadcast/community television station, and/or broadcast radio station). Bona fide members of the working press must contact Chris (cwatson@nysphsaa.org) prior to Wednesday, March 4 at NOON to assure a credential(s) will be available for them and that seating arrangements can be provided. ALL MEDIA REQUESTS will be reviewed prior to the tournament.

Any requests for radio coverage must be handled through the NYSPHSAA office one week prior to the contest. For radio contracts, visit nysphsaa.org and click on Media to download a tournament contract. Print and complete the contract and then fax (518-690-0775) or email to Chris Watson, Director of Communications, at cwatson@nysphsaa.org. He will approve all radio requests and forward an approved contract back to you with site information. The radio broadcasting fee is $250 for the day. A radio broadcasting agreement must be completed. For any questions, contact Chris at 518-690-0771.

Broadcasting/Streaming
The NFHS Network has exclusive rights to stream NYSPHSAA Regional and Championship events. No other streamed broadcast of a NYSPHSAA Regional and/or Championship event will be permitted.

Spectrum (Charter Communications) has exclusive rights to televise NYSPHSAA Regional and Championship events. No other televised broadcast of a NYSPHSAA Regional and/or Championship event will be permitted.

Schools who wish to have a school photographer or videographer attend a NYSPHSAA Regional or Championships, must contact Chris Watson, NYSPHSAA Director of Communications. School photographers are not allowed to sell any of the photos they take at a NYSPHSAA Championship event. Each school’s athletic director must approve the person serving as the official school photographer. No
school photographers will be allowed on the floor in the at Gordon Field House. Videotaping, for instructional purposes only, will be permitted with approval by the NYSPHSAA office. Such permission must be obtained at least three days prior to the contest.

**Crowd Control**

Please be sure to have an administrator in charge of your spectators to prevent any problems. Additional security will be provided at the Championship site. Remember NO spectators are allowed on the floor at any time.

**Championship Format**

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>8:00am</td>
<td>Doors Open</td>
</tr>
<tr>
<td>9:00am</td>
<td>Group #1 Begins</td>
</tr>
<tr>
<td>Noon</td>
<td>Group #1 Ends</td>
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<tr>
<td></td>
<td>Top 5 in each Division announced</td>
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<tr>
<td>Noon</td>
<td>BREAK</td>
</tr>
<tr>
<td>1:00pm</td>
<td>Group #2 Begins</td>
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<tr>
<td>3:00pm</td>
<td>Group #2 Ends</td>
</tr>
<tr>
<td></td>
<td>Top 5 in each Division announced</td>
</tr>
<tr>
<td>3:00pm</td>
<td>BREAK</td>
</tr>
<tr>
<td>3:00pm</td>
<td>Finalist Warm-Ups begin</td>
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<tr>
<td>4:00pm</td>
<td>Finals for All Divisions</td>
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<td></td>
<td>Awards to follow</td>
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</tbody>
</table>

**Registration/Check In**

Upon arrival, coaches should proceed to the registration table. Please be prepared to provide # of Athletes and Sportsmanship Nominee. Coaches will also receive 2 coaches badges per team.

**Music**

**Submission**

Music should be submitted in an MP3 format during Check in.

**Copyright**

Schools are required to provide proof at the NYSPHSAA Competitive Cheerleading Championship that the music they will use during their routine has been properly licensed. (Oct. 2017)

**Warmup**

Located behind main floor, please check in at the time listed on the Competition schedule. It is up to coaches to make sure that they are on time for their warmup. No stunting is allowed except in designated areas.

**Video Review**

The use of video replay to review safety and deduction points during a routine is allowed. Point deductions and Safety deductions are an area in which presents coaches and judges a concern. We have
the capability of allowing a judge to review a the official NYSFHSAA provided video to recheck all
deductions including safety violations. Once a coach requests a review, they open the entire routine to
all deductions and safety violations. PLEASE NOTE: Coaches will have 15 minutes after their team
competes to pick their Safety and Point Deduction scoresheets. Coaches will have 15 minutes to submit
a Routine Review form after they have picked up their score sheets. The entire routine will be reviewed,
and additional deductions may occur.

Awards
Only 32 individual awards are authorized for the D1/D2 large school & co-ed champion and 2nd place.
Only 16 individual awards are authorized for the D1 & D2 small school champion and 2nd place. Each
state champion team will also receive 32 (D1/D2 large school & Co-ed) or 16 (D1/D2 small) champion t-
shirts. Plaques will be awarded to the top five finalists of all divisions. Teams may order additional
awards & t-shirts with a form from the NYSFHSAA office.

Sportsmanship Award
One student-athlete from each team will be nominated as a Sportsmanship Nominee. From that pool,
one student from each section will receive a Sportsmanship Award and receive a T-shirt. The promotion
of sportsmanship is a priority for the New York State Public High School Athletic Association. Student-
athletes, coaches and fans are encouraged to give your best and be a great sport!
NYSPHSAA Championship
School Gate List

This list is for TEAM SPORTS during the State Semifinals & Finals ONLY. For information regarding Regional events, contact the HOST Section.

School: _______________________________________

Championship Event: _______________________________________

Championship Date: _______________________________________

Championship Site: _______________________________________

Please write down the number of players and team personnel your school will be bringing to the Championship event. Please note that each sport has a maximum number of players and team personnel allotted for each school. These individuals will receive credentials to gain access to the facility. Please keep in mind, credentials, awards, and champion t-shirts will be provided only for the maximum number allowed.

# of Student-Athletes: _______ # of Team Personnel: _______

This list below is designated for school administration and appropriate school personnel. The list is limited to a maximum of 8 individuals and is exclusive of the participating student-athletes and team personnel. This list ONLY provides entrance into the facility. It DOES NOT provide field/floor access. If your school wishes to have more than 8, NYSPHSAA will bill the school for the additional individuals. Team photographers and videographers should contact Chris Watson (cwatson@nysphsaa.org) for a media credential PRIOR TO THE EVENT. They do NOT need to be listed below. This list should be faxed to the NYSPHSAA office (518-690-0775) or sent via email to Kristen Jadin at kjadin@nysphsaa.org two days prior to the championship event. Please type or print names and titles below. 

For admission staff only:

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Day 1</th>
<th>Day 2</th>
<th>Day 3</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
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NYSPHSAA Staff Approval: ________________________________ Date: ____________

(signature)