



November 13, 2007

Dear,

The 2008 Track & Field season will be here before we know it! To get ready we need your help with the upcoming Officials Clinics. We have scheduled 41 officials clinics this year, many of them with new content. For that reason, there is a need for additional instructors and that is the purpose of this letter. Due to your level of expertise, you have been recommended by members of the PA Officials Training Committee to be invited to join the PA USATF instructional Staff. We are asking you to help teach the following clinic:

**at                  from                  to                  on January .**

In most cases we would like to assign two instructors so that we a second view and there is a backup in case one instructor can't make it the day of the clinic. Attached is a copy of the **Clinic Schedule for 2008** as well as a brief **Description of 2008 USATF Pacific Clinics** including the clinic for which we are asking you to help teach. The Introductory classes are intended for relatively new officials or those trying to learn a new area. As such they should be informative about the basics without too much detail, i.e. much like you might instruct someone out of the stands that has volunteered to help, i.e. for the new official. Give them only what they need to be a crew member at a local all comers meet. The Intermediate clinics are intended for the seasoned official who just wants to learn more detail about the event and possibly heading it up at a small meet and become a National level official in this specialty area. Finally the advanced clinic is for those National and Master level officials that would like to discuss problems that they see when running their event or understand why a particular rule exists as well as function as an event leader at National and above meets. Please seriously consider this request. We, on the training committee, are confident that you can meet this challenge.

We ask that you let us know if you will be able to fulfill our request as soon as possible. If you don't feel you will be able to be an instructor this year, we would ask that you consider auditing the 2008 clinic specific above with the idea that you might help us out next year or in the future. We need to expand our number of instructors and you would be a fine addition to our instructional staff. Do you know of someone else who might be interested to teach any of these clinics or helping you with

yours? Attached is a table of the **Proposed Clinic Instructors for 2008**.

With your acceptance of this assignment, I may be able to send you some background information, if it exists, which will be helpful to you while you are preparing material for your class such as a monograph or manual, case studies and or handouts from previous instructors. You will be reimbursed for any printing or copying that you may need.

We hope to have these various manuals and monographs available on-line on the Pacific Association website at [www.pausatf.org](http://www.pausatf.org) so that both you and your students can access them in the near future.

We are at the beginning of restructuring many of our clinics and as part of your preparation and presentation, we would like you to develop and share with us your list of goals for your clinic. As you proceed, we would like to get an electronic copy of any handouts, clinic outline or other materials you prepare. Please use the **Clinic Curriculum Outline**, included with this letter, as a way of preparing for your clinic. This will help us get started with our on-going project to standardize and have prepared lesson plans for future clinics.

Finally, as a convenience for all officials as well as instructors and candidates who will become an official, we have added the capability for on-line clinic registration and the ordering of rulebooks through the website [www.pausatf.org](http://www.pausatf.org). This route will save several dollars per book than individually ordering them due to reduced shipping costs on bulk orders. Further information on this will be forthcoming with a letter to all officials and the next Turns and Distance newsletter.

We look forward to hearing from you by email concerning your ability to help us with the clinics as soon as possible, preferably by the end of November so that we have sufficient time to find a replacement if you cannot serve.

Thank You!

*George Kleeman*

George Kleeman, Training Chair, and the Pacific Association USATF Officials Committee and the Training Committee  
george\_kleeman@ Comcast.net

## 2008 Officials Clinic Schedule

	12-Jan-08	19-Jan-08	20-Jan-08	26-Jan-08	23-Feb-08	February	January & February
	San Francisco State	American River College	Serra High School	U. C. Davis	Enterprise High School	UC Berkeley	Los Gatos High
	Lot 20 on end of State St. off of Lake Merced Blvd on NW edge of campus.	Sacramento, Raef Hall, College Oak at Orange Grove	San Mateo, 451 West 20 <sup>th</sup> Avenue	Hickey Gym just south of track and parking garage, Russell and Howard	3411 Churn Creek Rd, Redding	Edwards Stadium, off Folsom on Frank Schelessinger Way.	Track off end of High School Court on east side of CA 17 at Los Gatos-Saratoga Rd. CA 9
1	Hy-Tek 9-4, Cost \$13	Intro. To T&F 9:00-4:00 , Cost \$35	Intro. To T&F 10:00-5:00, Cost \$35	Hy-Tek 9-4, Cost \$13	Intro. To T&F 9:00-4:00, Cost \$35	LaserLynx Practicum during All-Comers meets in February , Cost \$0	Starters Practicum during All-Comers meets in January and February
2	Intro to L D R 9-1,Cost \$20	Intro to Horiz. Jumps 9-12, Cost \$13	Advanced Basic Track Events 10-1, Cost \$8	Weights & Measures 9-4, Cost \$13	Advanced Basic Track Events 9-12, Cost \$8	Track and Field Event Practicum during All-Comers meets in February, Cost \$8	Track and Field Event Practicum during All-Comers meets in February, Cost \$8
3	Intro to Horiz. Jumps 9-12 Cost \$13	Intro to Vertical Jumps 9-12, Cost \$13	Intermediate Horiz. Jumps 10-1, Cost \$8	Intermediate Throws 9-12, Cost \$8	Introduction to Throws 9-12, Cost \$13		
4	Introduction to Throws 1-4, Cost \$13	Intro to Throws , 9-12, Cost \$13	Intermediate Throws 10-1, Cost \$8	Intermediate Pole Vault 9-12, Cost \$8	T&F Safety 1-4, Cost \$8		
5	Rules Update 1-4,Cost \$8	FieldLynx 9-12, Cost \$8	T&F Safety 10-1, Cost \$8	Advanced Basic Track Events 9-12, Cost \$8	Advanced Basic Field Events 1-4, Cost \$8		
6		Umpiring 1-4, Cost \$13	LaserLynx Set Up Practice 2-5 plus Practicum at UCB All Comers Meets, Cost \$8	LaserLynx Set Up Practice 1-4 plus Practicum at UCB All-Comers Meets, Cost \$8	Intermediate Starters 1-4, Cost \$8		
7		Intermediate Horiz. Jumps 1-4, Cost \$8	Intermediate LDR 2-5, Cost \$8	Advanced Basic Field Events 1-4, Cost \$8			
8		Intermediate Vertical Jumps 1-4, Cost \$8	Introduction to Pole Vault 2-5, Cost \$13	Rules Update 1-4, Cost \$8			
9		Heads of Events 1-4, Cost \$8	Advanced Basic Field Events 2-5, Cost \$8	Heads of Events 1-4, Cost \$8			
10		Starting 1-4, Cost \$13	Advanced Throws 2-5, Cost \$8				
11			Starting 2-5, Cost \$13				
12			Weights & Measures 10-5, Cost \$13				

Contact:

Clinics  
 George Kleeman  
 5104 Alhambra Valley Rd.  
 Martinez, CA 94553-9773  
 925-229-2927  
[George\\_kleeman@comcast.net](mailto:George_kleeman@comcast.net)

Off-line Registration  
 Officials' Clinic Registrar  
 2508 Dakota Ave.  
 Santa Rosa, CA 95403

On-line Registration  
 PA Web-site  
[WWW.pausatf.org](http://WWW.pausatf.org)  
 Officials then Clinics

## **DESCRIPTION OF 2008 USATF PACIFIC CLINICS**

General Requirements:

- Minimum Attendance: 3
- Ideal Attendance: 5-10
- Maximum Attendance: 30 for Introductory Classes

### **Track and Field**

- ***INTRODUCTION TO TRACK & FIELD OFFICIATING:*** [Overview of Track and Field]

Morning: Philosophy, safety, preparation, track events including introduction to clerking, starting, umpiring, marshal, finish line, lap counting

Afternoon: Field Events Throws, horizontal jumps, vertical jumps and review for new officials and taking the certification review in small groups and completing necessary paperwork.

No Prerequisite, intended for new officials or those with less than one year's experience, need to attend both.

Attendance is required to become certified. New officials must also become members of Pacific Association USATF if they are not a current member.

Cost: \$35 included NFHS, NCAA and USATF rulebooks.

- ***ADVANCED BASICS FOR TRACK OFFICIATING & ADVANCED BASICS FOR FIELD OFFICIATING***

Track, Field (3 hours each) [Case Book discussions] Split into two sessions one for Track and one for Field. Track session will give more details for Clerking, Umpire, Marshal, and Finish Line including Lap Counting. Field will deal with more details for Throws, Horizontal Jumps, and Vertical Jumps. It will go into significantly more detail for each of the disciplines.

Prerequisite: Introduction To T&F Officiating or one or two years of experience, intended for those certified officials who have some experience but still introductory; you only need to attend your area of interest, i.e. track or field.

Cost: \$8 each

- **THROWS:**

***INTRODUCTION TO THROWS OFFICIATING:*** (3 hours) Basic details of each officiating position, what is required, safety. Needed equipment, paperwork, basic rules, and ring.

Prerequisite: Advanced Basics for Field Officiating or one years experience in throws. It is intended as a clinic for those officials wanting to learn about officiating the throwing events as a team member or only official at small meets, i.e. for the association level official. Basics of shot, discus, javelin and hammer.

Cost: \$13

***INTERMEDIATE THROWS OFFICIATING:*** (3 hours for advancement to National level) Basic case studies, running event with 4 or more crew members, scoring, crew evaluations, working with meet management, the latest rule interpretations for throws.

Prerequisite: Introduction to Throws, intended as an intermediate course for those wanting to run a large meet event, i.e. those ready for promotion to National level. Include all of the implement and variations for youth and master athletes.

Cost: \$8

***ADVANCED THROWS OFFICAITING:*** (3 hours for advancement to Masters) Proper layout and set up of throwing venues for competition and safety, advanced Case Studies for the seasoned official and for the official wanting to be a leader at national level meets. Format involves the students discussing how they would solve the proposed problem.

Prerequisite: Intermediate Throws or equivalent

Cost: \$8

- **HORIZONTAL JUMPS:**

**INTRODUCTION TO HORIZONTAL JUMPS OFFICIATING:** (3 Hours) Introduction to each of the duties of each of the officiating positions. Includes how to run your first event and ones with only 1 official up to 3 officials. [Introduction safety, paper work, needed equipment, basic rules, open pit] Intended for the Association level official  
Prerequisite: Advanced Basics for Field Officiating or one years experience in horizontal jumps  
Cost: \$13

**INTERMEDIATE HORIZONTAL JUMPS OFFICIATING:** (3 hours for advancement to National Level) How to run an event with 4 or more officials including Nationals and other championship meets. Performing safety reviews, scoring events, knowing all positions, evaluation procedures, working with meet management, proper pit preparation] Basic Case studies,  
Prerequisite: Introduction to Horizontal Jumps, intended as an intermediate course for those wanting to run a large meet event and or become a national official.  
Cost: \$8

- VERTICAL JUMPS {High and Pole Vault}: May be split into High Jump and Pole Vault for details with two levels each at least at Intermediate and Advanced levels.

**INTRODUCTION TO VERTICAL JUMPS OFFICIATING:** (three hours): Introduction including running either event with 1 official up to 3 officials. [Basic Safety, paper work, scoring the event, needed equipment, basic rules, excused athlete] Intended for the Association level official who wants to learn more details about officiating the vertical jumps.

Prerequisite: Advanced Basics for Field Officiating and the equivalent of at least one year of experience in vertical jumps.  
Cost: \$13

**INTERMEDIATE VERTICAL JUMPS OFFICIATING:** (3 hours): Running an event with 4 or more officials including Nationals and other championship meets. Performing safety reviews, scoring, knowing all positions, evaluation procedures, working with meet management basic pit set up] basic case studies. It is intend for the 3-5 year officials who has mastered the basic events and now needs more technical and people handling skills  
Prerequisite: Introduction to Vertical Jumps for the intermediate official wanting to learn to run the event at a large meet and several years of experience and ready to move up to the National level.

Cost: \$8

- **SAFETY:** (3 hours) Overview of T&F safety for all venues, Checklists  
Prerequisite: Advanced Basics for Track or Field, for all officials to increase their safety awareness but particularly for management type officials, i.e. heads of events and referees. Intended for all National and Master level officials in both track and field.  
Cost: \$8

- **STARTING:**

**INTRODUCTION TO STARTING:** Ia. (3 hours): {from National Training Com. : for starter working high school, junior colleges dual or tri meets, and small college meets} Introduction to Starting, Basic Skills and variations for each, Voice commands, control, timing, practice including XC. It is intended for the Association level official or one wanting to learn to start. Requires some practicum at all comer meets.

Prerequisite: Advanced Basics for Track Officiating  
Cost: \$13

**STARTING PRACTICUM:** Ib. (3 hours): Actual practice or starting assignments at all comers or dual meet.  
Prerequisite: Introduction to Starting  
Cost: \$0 if you have your own gun and ammunition. If not \$8

**INTERMEDIATE STARTING:** (3 hours) Discussion, case studies and development of head starters.

- UMPIRING

**INTRODUCTION TO UMPIRING:** (3 hours): Introduction to Umpiring, Basic rules and skills to know the various fouls. Intended for the Association Level official with one to three years of experience.

Prerequisite: Advanced Basics for Track Officiating or equivalent experience.

Cost: \$13

- **HEAD OF EVENT:** (3 hours) Duties, Paperwork, Records, Assignments, safety and personnel skills.

Covers both track and field events from a leadership position.

Prerequisite: Intermediate clinics in one or more Field events. Intended for those who are ready to become National Level officials for the first time.

Cost \$8

- **WEIGHTS & MEASURES:** (6 hours) Duties, Implement Specifications, Types of and how to use various measuring equipment, in morning and how to set up room and hands on practicum of using and measuring implements in afternoon.

Prerequisite: Introduction to Throws and some throws experience

Cost \$ 13

- TECHNOLOGY:

FieldLynx: (Electronic Field Scoring & Communication)

**INTRODUCTION TO FIELDLYNX FOR THROWS OR INTRODUCTION TO FIELDLYNX FOR HORIZONTAL JUMPS:** (3 hours) Introduction to the FieldLynx program and how to use the palm pilot when it is loaded. How to check in athletes. How to go to finals. How to set up the number of attempts or rule differences, i.e. NCAA vs. USATF vs. HS. Intended for the seasoned Field official at any level who wants to learn how to electronically record their event. Generally the course will be run for either Throwing Officials or Horizontal Jump officials.

Prerequisite: Intermediate Clinic or equivalent for Throws, Horizontal Jumps or Vertical jumps and two or three years field experience.  
Cost: \$8

LaserLynx: (Electronic Field Measurement)

**INTRODUCTION TO LASERLYNX:** (3 hours): use when set up

Intended for the seasoned throwing event official with at least two or three years experience who want to learn how to do electronic measurement. It must be taken in conjunction with the Practicum to become sufficiently knowledgeable in order to run the instrument on their own when the instrument is set up for them.

Prerequisite: Intermediate Throws Officiating or equivalent, 2 to three years experience.

Cost: \$8

**LASERLYNX PRACTICUM:** (3 hours) Practice at an actual competition event under the guidance of an instructor. These sessions will be held at the All Comer Meets at Cal in February. In order to be certified you must go to both the introduction and this course.

Prerequisite: Introduction to LaserLynx

Cost: \$0 if attended Introduction to LaserLynx, If not \$8

Meet Manager: Using Hy-Tek's Meet Manager or Let the Computer Do It All!

**HY-TEK, INTRODUCTION TO MEET MANAGER PROGRAM:** (3 hours) Learn to use the basic Hy-Tek program when the data has been set up, downloading field event results, downloading FinishLynx results, downloading heat or flight sheets, printing results, making corrections and or additions or deletions from results or heat or flight sheets.

Prerequisite: Advance Clerking

Cost: \$13

## **Long Distance Running:**

### ***INTRODUCTION TO ROAD RACING AND XC OFFICIATING:*** (4 hours)

Includes rule review and local association rules and a USATF Rule Book. It intended for the new official who want to officiate road races or cross country. You will take the LDR certification review in small groups and completing necessary paperwork to be certified at the end of the clinic.

Prerequisite: None except be a current member of Pacific Association USATF to become certified.

Cost: \$20

### ***INTERMEDIATE ROAD RACING AND XC OFFICIATING:*** (3 Hours), including Case Studies, Paperwork, understanding of a lead official's responsibilities including recent rule changes affect this sport.

Prerequisite: Introduction to LDR and at least two years or more LDR experience or equivalent.

Cost: \$ 8

## **Race Walking:**

### ***INTRODUCTION TO RACE WALK OFFICIATING:*** (3 hours)

Instruction in how to judge race walking, overview of the rule differences from running, roles of other race walk officials.

Prerequisite: Certification as an association level track and field official and being a current member of the Pacific Association USATF and completion of the RW Practicum in order to be certified in this area.

Cost: \$13

### ***RACE WALK JUDGING PRACTICUM:*** (3 hours at actual races) Hands on judging under guidance of RW judge, most likely during a race walk competitions either on the road or the track so that you have the equivalent of three hours of race walk judging.

Prerequisite: Introduction to Race Walking Officiating

Cost \$0 is in conjunction with Introduction to RW Officiating, otherwise \$8.

- ***ANNUAL RULE UPDATE/CHANGES:***(3 hours) Discuss annual rule changes and their interpretation for all 5 rulebooks, High School, NCAA, USATF, IAAF and WMA, answer questions on rule interpretations. The intent is to give the official the reason for the rule and how it should be applied. It is intended for all levels of officials.  
Prerequisite: Certified official members of the Pacific Association, open to all officials  
Cost: \$8

## **Mentoring:**

### ***INTRODUCTION TO MENTORING OF NEW OFFICIALS:*** (3 hours)

This is intended for those experience officials at all levels and in all disciplines who would like to give back to the sport and improve the officiating experience of new officials by acting as mentor or sounding boards for their questions both on and off the track. Following the clinic you will be assigned one or more new officials to contact and follow up with during at least their first year of officiating both at meets and by phone and email.

Prerequisite: Three Years Experience as an official.

Cost: \$0

## Proposed Clinic Instructors for 2008

Last Name	First Name	Clinic #1	Location	Time	Clinic #2	Location	Time	Clinic #3	Location	Time	Clinic #4	Location	Time
Berman	Richard	Intro LDR	SFSU	9-1									
Boyle	Dennis	Adv Basic Track	Redding	9-12	Interm Starters	Redding	1-4						
Colman	Bruce	Intro Vert Jumps	ARC	9-12	Interm LDR	Serra	2-5						
Connors	Richard	Intro to T&F	ARC	9-12	Intro to T&F	Serra	10-1	Interm LDR	Serra	2-5	W&M	UC Davis	9-4
Connors	Richard	Adv. Basics Track	UC Davis	9-12									
Connors	Shirley	Intro to Hor J	SFSU	9-12	Intro to Hor J	Serra	10-1	Interm Hor Jumps	Serra	10-1			
Edgar	William	Intro to Throws	Redding	9-12	Adv Basic Field	Redding	1-4						
Harper	Joseph	Intro to Starting											
Hart	Jim	Intro to Throws	SFSU	1-4									
Hayes	Theodore	Interm Hor. J	ARC	1-4									
Heberle	John	Intro to LaserLynx	UC Davis	1-4									
Herman	Irene	Intro LDR	SFSU	9-1	Umpiring	ARC	1-4						
Hughey	Bobby												
Hume	James	Intro to T&F	ARC	1-5	Intro to T&F	Serra	130-530	Hy-Tek	UC Davis	9-4			
Keever	Joe	Intro to Throws	SFSU	1-4									
Kleeman	George	Rules Update	SFSU	1-4	Head of Events	AARC	1-4	Safety	Serra	10-1	W&M	Serra	10-5
Kleeman	George	W&M	UC Davis	9-4	Rules Update	UC Davis	9-4	Adv Basic Track	Redding	9-12	Safety	Redding	9-12
Laughlin	Sean	Intro to Laser	Serra	2-5									
Leake	Phil	Intro to Throws	Redding	9-12									
Leonard	Michael	Interm Vert Jumps	ARC	1-4									
Lilygren	John	Intro Vert Jumps	ARC	9-12									
Lipsey	John	Intro to PV	Serra	10-1	Intro to T&F	Redding	9-5						
Miller	Dave	Intro to Throws	ARC	9-12									
Murphy	Charles	Intro to Hor J	SFSU	9-12	Intro to Hor J	Serra	10-1						
Murray	John	Intro to Throws	ARC	9-12	Interm Throws	UC Davis	9-12	Head of Events	UC Davis	1-4			
Nemeth	Joseph	Safety	Serra	10-1	W&M	Serra	10-5						
Osborne	Rory	Interm Throws	Serra	10-1	Adv Throws	Serra	2-5	Interm Throws	UC Davis	9-12	Intro to Throwing	Redding	9-12
Podkaminer	Robert	Adv. Basics Track	Serra	10-1									
Rauch	Robert	Umpiring	ARC	1-4									
Rush	Bob	Hy-Tec	SFSU	9-4									
Sands	Michael	Intro Field Lynx	ARC	9-12									
Sheehan	Margaret	Adv Basic Field	Serra	2-5	Adv Basic Field	UC Davis	1-4						
Shirey	John	Interm PV	UC Davis	9-12	Adv Basic Field	Redding	1-4						

Last Name	First Name	Clinic #1	Location	Time	Clinic #2	Location	Time	Clinic #3	Location	Time	Clinic #4	Location	Time
Siegel	Jonathan	Interm Vert Jumps	ARC	1-4	Intro to PV	Serra	10-1						
Thompson	Robert	Interm Throws	Serra	10-1	Adv Throws	Serra	2-5						
Watkins	Phillip	W&M	UC Davis	9-4									
Wimbley	Leon												
Winitz	Mark	Intro LDR	SFSU	9-1	Interm LDR	Serra	2-5	Adv Basics Track	UC Davis	9-12			
Wise	John	Adv. Basics Track	Serra	10-1	Intro to Starting	Serra	2-5						
Youmans	Mark	Adv Basic Field	UC Davis	1-4	Intro to T&F	Redding	9-5	Intro to Throws	Redding	9-12	Adv Basic Field	Redding	1-4

## **Clinic Curriculum Outline**

2008

Name of Clinic: \_\_\_\_\_

Clinic Instructor: \_\_\_\_\_ Date of Clinic: \_\_\_\_\_ Location: \_\_\_\_\_

### **I. GOALS (OUTCOMES) FOR THE CLINIC**

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.

### **II. MATERIALS NEEDED: (List: Handouts, books, magazines, computer, projector, PowerPoint, Resources, References, Manuals, Slides, Expert or Mentor List, Case Studies, examples, hands on exercises etc.)**

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### **III. CURRICULUM CONTENT /Outline (What will be taught):**

Introductions of Teachers and Students

Safety \_\_\_\_\_

How to officiate \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Number and Role of Officials \_\_\_\_\_

Any Timing issues \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

What is fair or foul \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Measuring \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Scoring \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Lines, boundaries of venue \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Set Up of Venue \_\_\_\_\_  
\_\_\_\_\_

Competition Procedure or steps from showing up to end of competition \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(Note time allowed for at least each \_\_\_\_\_ major element so make sure not too much and keeping on schedule. Remember a break after an hour or so.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

#### **IV. PLANNED ACTIVITIES AND SCHEDULE**

After the clinic, please make any revisions and turn this form and an electronic copy of material into a member of the Curriculum Committee: Dick Connors, Shirley Connors, Margaret Sheehan, Jim Hume, or Dennis Boyle.