



2025 Robert J. Hogan Memorial Mini Meet

Hosted by **Monocacy Aquatic Club**

Saturday & Sunday, January 25-26, 2025

Held at **Walkersville High School**

81 West Frederick Street, Walkersville, MD 21793

Held under the sanction of USA Swimming, Inc. issued by Maryland Swimming, Inc.

Sanction # 24/25-042

In granting this sanction it is understood and agreed that USA Swimming and Maryland Swimming shall be free and held harmless from any liabilities or claims for damages arising by reason of injury to anyone during the conduct of the event. USA Swimming Article 202.4.10

Current USA Swimming Rules, including the Minor Athlete Abuse Prevention Policy 2.0 ("MAAPP"), and the Maryland Swimming Code of Conduct (www.mdswim.org) will govern this meet.

Meet Administration	
Certified Meet Director	Certified Meet Entry Coordinator
Kathleen Jacobs volunteer@macswim.net	Chris Kaplan 410-615-5339 coachchris@macswim.net
Meet Referee	USA Swimming Registered Operational Risk Director
Michael Cleary Mcmacswim@gmail.com	Matthew Marsden
Officials Contact	Administrative Official
Michael Cleary Mcmacswim@gmail.com	Michael Kokoski Alan Miner kokosmr@gmail.com alan.miner.email@gmail.com

Deadline and Meeting Summary		
Thursday, January 9th	8:00pm	Entry Deadline
Saturday Only	8:30am & 1:45pm	Coaches Meeting
Sat & Sun	8:10am & 1:25pm	Scratches Due
Sat & Sun	8:00am & 1:15pm	Officials' Briefing in Hospitality Area
Sat & Sun	8:00am & 1:15pm	Timers' Briefing In Hallway

Facility Information	
Facility Address	Walkersville High School; 81 West Frederick Street; Walkersville, MD 21793
Pool Information	<ul style="list-style-type: none"> • Competition Pool: <ul style="list-style-type: none"> ○ 6 25-yard lanes ○ Competition lanes are a minimum of 8' wide. ○ Water depth is 3' 2" at the turn end to 12' at the start end. • The competition course has not been certified in accordance with 104.2.2C(4). • The meet will be swum in a 25-yard course. Lane configurations for competition will be determined upon receipt of entries. Lanes will not be available for continuous warm-up/down. • Daktronics timing system will be used in addition to stopwatches.
Facility Information	<ul style="list-style-type: none"> • All swimmers and meet personnel on deck must have credentials to be on deck. • Locker rooms are in the hallway adjacent to the pool area and will be clearly marked. No adults will be allowed in these locker rooms. • Restrooms for spectators and volunteers are in the cafeteria. Restrooms for Officials and Coaches are in the Hospitality area. • Officials and Coaches should enter and check in through the black door to the pool. • Athletes and spectators should enter the double glass doors past the pool to find their team area to sit in the cafeteria. <p>SPECIAL FREDERICK BOARD OF EDUCATION & WALKERSVILLE HS REQUIREMENTS:</p> <ul style="list-style-type: none"> • No street shoes will be allowed on the pool deck – please bring appropriate foot covering to walk from the cafeteria to the pool deck. Shoes must be worn when not on the pool deck. Competing swimmers are not allowed in the viewing balcony during the event and must stay on the pool deck or in the cafeteria. No smoking is allowed on FCPS grounds.
Medical Assistance and Supervision	Lifeguards shall be on duty throughout the competition.
Parking	Participants may park in the lots next to the pool and next to the gymnasium/cafeteria. NO PARKING on the grass, basketball courts, or in the bus loop.
Hospitality	There will be a hospitality area open to all coaches and officials in the small room at the back of the cafeteria.
Concessions	There will be food trucks outside the main entrance. No other concessions will be available.
Vendor	Fine Design will be on site to sell custom meet shirts.

Meet Fees: Checks payable to Monocacy Aquatic Club	
Athlete Surcharge	\$12.00 per swimmer
Individual Event Fee	\$8.50 per event entry

Organization Regulations	
Rules	<ul style="list-style-type: none"> • The Meet Referee will be in charge of the meet. Any questions regarding the conduct of the meet should be made directly to the Meet Referee. The Meet Committee and/or Meet Referee may find it necessary to change some meet procedures and/or timeline to provide the best possible situations and conduct of the meet for the athletes; including, but not limited to start times, breaks, distance event procedures, weather related disruptions, etc. • This meet will be conducted in accordance with the current USA Swimming Rules and Regulations, except where rules therein are optional, and exceptions are stated. MDSI Rules shall also apply. • USA Swimming / MDSI Safety Guidelines and warm-up procedures will be in effect for the entire meet. • All adults participating in or associated with this meet acknowledge that they are subject to the provisions of the USA Swimming Minor Athlete Abuse Prevention Policy ("MAAPP"), and that they understand that compliance with MAAPP is a condition of the participation in the conduct of this competition. • Please note that the timing equipment uses a strobe as part of the starting equipment. Therefore, flash photography is PROHIBITED at the start of all the races. • No one will be allowed on deck unless they are registered with USA Swimming as an athlete, coach or official and/or those who are part of the timing, marshal and administrative staff assisting with the conduct of the meet. • Swimmers entering the meet must be registered with MDSI by the entry deadline date. Per MDSI rules, any club that enters an unregistered athlete will be fined \$100.00 per unregistered athlete. No Deck Registrations will be permitted. • Use of audio or visual recording devices, including a cell phone, are not permitted behind the starting blocks or in changing areas, rest rooms or locker rooms. • Operation of a drone, or any other flying apparatus, is prohibited over the venue (pools, athlete/coach areas, spectator areas and open ceiling locker rooms) any time athletes, coaches, officials and/or spectators are present. • Videotaping or picture taking on deck, by any meet volunteer, shall not be permitted. Volunteers wishing to video or photograph their swimmer shall do so from the spectator area if available. Any person(s) violating this rule will be subject to discipline by the Meet Director or Referee up to and including removal from the venue for the remainder of the meet. EXCEPTION: The MDSI Certified meet photographer and anyone else specifically given pre-authorization by the Meet Director or Referee. • Deck changes are prohibited. Swimmers participating in deck changing will be in violation of the USA Swimming Code of Conduct/Sportsmanship Policy and could be subject to removal from further competition in the meet. • Tech Suits are banned for all 12 & Under swimmers (USA Swimming Rule 102.8.1.F). • Failure to comply with any rules and/or the request of a Safety Marshall shall be considered a Code of Conduct Violation.

Safety	<ul style="list-style-type: none"> • The Maryland Swimming, Inc. safety program is in effect for this meet. • All USA Swimming athletes must be under the supervision of a USA Swimming member coach. Arrangements for coach supervision must be made in advance of the meet. • No running or horseplay will be tolerated. • Upon approval of the facility, swimmers are allowed to use only personal kickboards, pull buoys, and snorkels in non-competition warm-up areas.
Racing Starts	<ul style="list-style-type: none"> • Any swimmer entered in the meet must be certified by a USA Swimming member coach as being proficient in performing both a forward racing start, and a backstroke start or must start each race from within the water. • When unaccompanied by a member coach, it is the responsibility of the swimmer or the swimmer's legal guardian to ensure compliance with this requirement.
Health Guidelines	<ul style="list-style-type: none"> • All meets in the Maryland Swimming LSC are guided by the Maryland Department of Health and Mental Hygiene. This not only applies to Viral Gastroenteritis but other infectious diseases as well. The Meet Referee has the authority to inform and protect coaches, spectators, volunteers, and swimmers from a potential outbreak of illness. • At the discretion of the Meet Referee, anyone who exhibits symptoms of illness may be asked to withdraw from the competition for a 24-hour period. Swimmers must be cleared by the Meet Referee prior to returning to competition.
Swimmers with Serious Medical Conditions	<ul style="list-style-type: none"> • The swimmer's coach is responsible for notifying the Meet Referee, prior to the competition, of the medical condition that is potentially life-threatening while swimming and of any requested accommodation. Early notice (e.g., concurrent with the meet entry) is encouraged to allow for any needed planning or logistical support. • If the swimmer has a history of needing assistance exiting the pool at the completion of the race a coach must be in place to provide that assistance. • This provision does not apply to medical conditions that are not life-threatening while swimming including injuries that limit range of motion.
Deck Access	<ul style="list-style-type: none"> • There will be a check-in process for all coaches, officials, and approved meet staff. • The check-in table will be located at the entrance to the pool deck. • Credentials must be presented showing current fully certified USA Swimming membership. Meet staff must be listed on an approved list provided to the host team. • No one without proper clearance may be allowed in the competition areas without approval of the meet host.
Officials	<ul style="list-style-type: none"> • There will be a need for officials. Monocacy Aquatic Club welcomes and encourages anyone willing to volunteer to contact the Meet Referee by email prior to the meet or sign in once you arrive at the meet. • The Maryland Swimming Officials uniform policies, available at www.mds swim.org, shall apply to this meet.

	<ul style="list-style-type: none"> • Official briefings will be held at the date and time listed in the Deadline and Meeting Summary. • Sign-up link
Volunteers	<ul style="list-style-type: none"> • MAC will provide all volunteers. MAC may open up volunteer spots to other teams for parents who are interested in helping.

Meet Information	
Format	<ul style="list-style-type: none"> • This is a timed-finals meet. Scratch sheets will be collected before seeding the meet. • There will be a clerk of course. • Events will be swum slowest to fastest and there will be no circle seeding. • Breaks will be taken as necessary between events. • After receiving entries, MAC may revise the warm-up and meet start times. • Upon request by the Meet Director, the Technical Planning Chair may split or combine sessions in order to run a more effective meet. The order of events may not be changed.
Eligibility	<ul style="list-style-type: none"> • All swimmers must be registered with USA Swimming, Inc. • Swimmers must be registered prior to the entry deadline of Tuesday, January 14th, 2025. • There will be no on-deck registration available at this meet. • A swimmer's age on the first day of the meet will determine their age for the entire meet. • Open to all USA Swimming registered 10-under swimmers. • There are NO TIME STANDARDS for this meet. • NT swims WILL be accepted.
Swimmers with Disabilities	<ul style="list-style-type: none"> • Monocacy Aquatic Club welcomes all swimmers with disabilities as described in the USA Swimming Rules and Regulations, Article 105, to participate in our meets. • Coaches entering swimmers with disabilities that require any accommodations are required to provide advance notice in writing to the Meet Entry Director, Meet Director, and Meet Referee by the entry deadline, including the need for any personal assistants required and/or registered service animals. • Failure to provide advance notice may limit the ability to accommodate all requests.
Entry Procedures	<ul style="list-style-type: none"> • Entry deadline is Thursday, January 9th by 8:00pm • No Times (NT) will be accepted. • The conforming time standard will be SCY times. • Non-conforming times will not be accepted. • Converted times will not be accepted. • A completed and signed entry summary sheet and payment in full must be received by the Meet Entry Coordinator prior to the entry deadline.

	<ul style="list-style-type: none"> • The host team's entries shall be processed first, then entries will be processed in the order in which they were received until the timeline limit is reached. Entries thereafter shall be returned immediately. • Deck entries for swimmers already in the meet may be accepted based on the timeline and empty lanes in events. • Maryland Swimming, Inc. entries received prior to the entry deadline receive priority over out of LSC entries.
Entry Limitations	<ul style="list-style-type: none"> • Swimmers may enter a maximum of 3 individual events per day. • Athlete numbers may be limited to ensure facility capacity restrictions are met. • If the meet is undersubscribed, MAC may allow swimmers to enter an additional event per session, for a max of 4 events per day.
Entry Verification	<ul style="list-style-type: none"> • An email will be sent to the person submitting the entries confirming receipt of the entry file within 48 hours of receipt.

Meet Procedures	
Seeding	<ul style="list-style-type: none"> • The conforming time standard for this meet is short course yards. • Swimmers will be seeded and swim from slowest to fastest unless otherwise indicated. • Only SCY times will be accepted.
Check-in / Scratch Sheets	<ul style="list-style-type: none"> • This will be a positive scratch meet. • At the beginning of each session coaches will get a list of all swimmers entered in the meet. • Coaches will scratch any swimmers not competing in a particular event or the entire session. • Heat sheets will then be printed for coaches, published to meet mobile and posted in the facility.
Scoring	<ul style="list-style-type: none"> • There will be no team or individual scores kept for this meet.
Awards	<ul style="list-style-type: none"> • There will be heat winners for each event. • Ribbons will be awarded to the top 10 finishers in each event.
Warm-Ups	<ul style="list-style-type: none"> • The meet host will provide a complete schedule of warm-up procedures to include lane assignments and times, which must be adhered to by all participants. This information will be distributed in advance of the meet and posted throughout the venue. • Warm-up procedures may be modified based on the number of swimmers in the meet and other safety and logistical concerns.
Results	<ul style="list-style-type: none"> • Results will be posted on the Maryland Swimming, Inc. website within 24 hours of the conclusion of the meet. • Results will also be emailed to all coaches/team reps. At the conclusion of the meet, teams may obtain Hy-tec backups either on a memory stick or via email attachment. • Meet Mobile will be utilized for results as well.

Order of Events

Session 1		
Saturday, January 25 th , 2025		
Warm-up: 7:30 AM	9-10 Boys and 8&Under Girls	Session Start: 8:45 AM
Event #	Event	
1	10-YEAR-OLD BOYS 50 FREE	
2	9-YEAR-OLD BOYS 50 FREE	
3	8-YEAR-OLD GIRLS 25 FREE	
4	7-YEAR-OLD GIRLS 25 FREE	
5	6 & UNDER GIRLS 25 FREE	
6	10-YEAR-OLD BOYS 100 BACK	
7	9-YEAR-OLD BOYS 100 BACK	
8	8-YEAR-OLD GIRLS 50 BACK	
9	7-YEAR-OLD GIRLS 50 BACK	
10	6 & UNDER GIRLS 50 BACK	
11	9-10 BOYS 100 FLY	
12	8 & UNDER GIRLS 50 FLY	
13	10-YEAR-OLD BOYS 50 BREAST	
14	9-YEAR-OLD BOYS 50 BREAST	
15	8-YEAR-OLD GIRLS 25 BREAST	
16	7-YEAR-OLD GIRLS 25 BREAST	
17	6 & UNDER GIRLS 25 BREAST	
18	10-YEAR-OLD BOYS 100 FREE	
19	9-YEAR-OLD BOYS 100 FREE	
20	8-YEAR-OLD GIRLS 100 FREE	
21	7 & UNDER GIRLS 100 FREE	
22	10 & UNDER BOYS 200 IM	

Session 2		
Saturday, January 25 th , 2025		
Warm-up: 12:45 PM	9-10 Girls and 8&Under Boys	Session Start: 2:00 PM
Event #	Event	
23	10-YEAR-OLD GIRLS 50 FREE	
24	9-YEAR-OLD GIRLS 50 FREE	
25	8-YEAR-OLD BOYS 25 FREE	
26	7-YEAR-OLD BOYS 25 FREE	
27	6 & UNDER BOYS 25 FREE	
28	10-YEAR-OLD GIRLS 100 BACK	
29	9-YEAR-OLD GIRLS 100 BACK	
30	8-YEAR-OLD BOYS 50 BACK	
31	7-YEAR-OLD BOYS 50 BACK	
32	6 & UNDER BOYS 50 BACK	
33	9-10 GIRLS 100 FLY	
34	8 & UNDER BOYS 50 FLY	
35	10-YEAR-OLD GIRLS 50 BREAST	
36	9-YEAR-OLD GIRLS 50 BREAST	
37	8-YEAR-OLD BOYS 25 BREAST	
38	7-YEAR-OLD BOYS 25 BREAST	
39	6 & UNDER BOYS 25 BREAST	
40	10-YEAR-OLD GIRLS 100 FREE	
41	9-YEAR-OLD GIRLS 100 FREE	
42	8-YEAR-OLD BOYS 100 FREE	
43	7 & UNDER BOYS 100 FREE	
44	10 & UNDER GIRLS 200 IM	

We reserve the right to change the warmup and start times based on entries received.

Session 3		
Sunday, January 26 th , 2025		
Warm-up: 7:30 AM	9-10 Boys and 8&Under Girls	Session Start: 8:45 AM
Event #	Event	
45	8-YEAR-OLD GIRLS 50 FREE	
46	7-YEAR-OLD GIRLS 50 FREE	
47	6 & UNDER GIRLS 50 FREE	
48	10-YEAR-OLD BOYS 100 BREAST	
49	9-YEAR-OLD BOYS 10 BREAST	
50	8-YEAR-OLD GIRLS 50 BREAST	
51	7 & UNDER GIRLS 50 BREAST	
52	10-YEAR-OLD BOYS 50 BACK	
53	9-YEAR-OLD BOYS 50 BACK	
54	8-YEAR-OLD GIRLS 25 BACK	
55	7-YEAR-OLD GIRLS 25 BACK	
56	6 & UNDER GIRLS 25 BACK	
57	10-YEAR-OLD BOYS 50 FLY	
58	9-YEAR-OLD BOYS 50 FLY	
59	8-YEAR-OLD GIRLS 25 FLY	
60	7 & UNDER GIRLS 25 FLY	
61	10-YEAR-OLD BOYS 100 IM	
62	9-YEAR-OLD BOYS 100 IM	
63	8-YEAR-OLD GIRLS 100 IM	
64	7 & UNDER GIRLS 100 IM	
65	10 & Under BOYS 200 FREE	

Session 4		
Sunday, January 26 th , 2025		
Warm-up: 12:45 PM	9-10 Girls and 8&Under Boys	Session Start: 2:00 PM
Event #	Event	
66	8-YEAR-OLD BOYS 50 FREE	
67	7-YEAR-OLD BOYS 50 FREE	
68	6 & UNDER BOYS 50 FREE	
69	10-YEAR-OLD GIRLS 100 BREAST	
70	9-YEAR-OLD GIRLS 10 BREAST	
71	8-YEAR-OLD BOYS 50 BREAST	
72	7 & UNDER BOYS 50 BREAST	
73	10-YEAR-OLD GIRLS 50 BACK	
74	9-YEAR-OLD GIRLS 50 BACK	
75	8-YEAR-OLD BOYS 25 BACK	
76	7-YEAR-OLD BOYS 25 BACK	
77	6 & UNDER BOYS 25 BACK	
78	10-YEAR-OLD GIRLS 50 FLY	
79	9-YEAR-OLD GIRLS 50 FLY	
80	8-YEAR-OLD BOYS 25 FLY	
81	7 & UNDER BOYS 25 FLY	
82	10-YEAR-OLD GIRLS 100 IM	
83	9-YEAR-OLD GIRLS 100 IM	
84	8-YEAR-OLD BOYS 100 IM	
85	7 & UNDER BOYS 100 IM	
86	10 & Under GIRLS 200 FREE	

We reserve the right to change the warmup and start times based on entries received.

MAC Robert J. Hogan Memorial Mini Meet

Summary of Fees/Release Form

Complete and email or mail this form along with entry fees to (checks payable to **MAC**):

Monocacy Aquatic Club, ATTN: Chris Kaplan

P.O. Box 1682, Frederick, MD 21702

Email to: coachchris@macswim.net

Team Name	
Club Code	
Head Coach	
Head Coach Cell Phone #	
Head Coach Email Address	
Team Mailing Address	

Item	Total Number	Cost Per	Total
Individual Entries		\$8.50 per event	
Swimmer Surcharge		\$12.00 per swimmer	
Total Fees Due			

Waiver, Acknowledgement and Liability Release:

I, the undersigned coach or team representative, verify that all of the swimmers and coaches listed on the enclosed entry are registered with USA Swimming. I acknowledge that I am familiar with the Safety Rules of USA Swimming, Inc. and Maryland Swimming, Inc. regarding warm-up procedures and meet safety guidelines, and that I shall be responsible for the compliance of my swimmers with those rules during this meet. Monocacy Aquatic Club, Walkersville High School, Maryland Swimming, Inc., and USA Swimming, Inc., their agents, employees, and coaches shall be held free and harmless from any and all liabilities or claims for damages arising by reason of illness or injury to anyone during the conduct of this meet. I also acknowledge that by entering this meet, I am granting permission for the names of any or all of my team's swimmers to be published on the internet in the form of Psych Sheets, Meet Results, or any other documents associated with the running of this meet.

SIGNATURE (Coach or Club Representative)

CLUB

TITLE

DATE