

# Maryland USA Gymnastics State Handbook



2024-2025—Current as of October 1, 2024

## Purpose

The purpose of this handbook is to set guidelines for all member clubs of Maryland USA Gymnastics. Maryland USA Gym is a sub-organization of USA Gymnastics (USAG) and is bound by all rules and regulations set forth in the official Women's Program Rules & Policies. As a member of USAG Region 7 all Maryland competitive clubs are also bound to follow policies of Region 7 as set forth by the Regional Administrative Committee. (<https://www.region7usagym.com>).

USA Gymnastics Rules and Policies leaves some decisions to be made at the State level and some to be made at the Regional level, in addition to those made at the national level. The information in this Maryland Handbook is designed to inform members of the decisions/formal votes that have been made or taken that are at the discretion of the State Administrative Committee (SAC). The SAC is also responsible for recommending judges to State, Regional, and National meets as well as overseeing Judges' CPE's. Please reach out to the State Chairman for clarification should there appear to be any conflict between the two sets of rules.

In addition to State Meets, the State Administrative Committee Chair (SACC) is also responsible for approving petitions when gymnasts wish to change levels, move from the Dev Program to the Xcel program or vice versa, or have participated in another gymnastics program.

As Xcel grows in popularity more petitions are being requested. A petition begins with a request to the SACC and is followed by videos of the gymnast showing her skills on each event. Communication to Professional Members is facilitated through the state website (<https://www.mdusagym.com/>) and TeamApp. If you are a Professional Member and not receiving communications, please email Beth (SACC) at [Bethrenwick@aol.com](mailto:Bethrenwick@aol.com).

## **Please refer to Rules & Policies for the current requirements if a gymnast wishes to change “levels” or “programs” within USA Gymnastics; i.e. from Xcel to the Developmental Program or from the Developmental Program to Xcel.**

**\*Rules & Policies is the “final” authority; please refer to R&P first for “special” circumstances and further details**

## **History**

Beginning in the 1970’s many Professional Members have served on the Maryland State Administrative Committee. Those members laid the foundation for the policies and procedures we currently follow in Maryland.

This past four years, especially through COVID, we built on what was already in place; primarily standardizing state meet protocols, developing a separate Maryland State Meet Host Handbook and adding Xcel guidance. During the pandemic much of our energy focused on keeping gyms in business and helping set national virtual meet guidelines.

The goal of the SACC going forward is to review and update this Handbook in August of each year.

## **The Frances Maurantonio Lifetime Achievement Award**

As a volunteer organization, the State Committee feels it is important to recognize individuals who have contributed much to our organization. As such, the Frances Maurantonio Lifetime Achievement Award was developed.

The *Frances Maurantonio Lifetime Achievement Award* is an award given by the State Administrative Committee to a Maryland USAG Professional Member who has shown

exceptional service and dedication to the athletes and greater Maryland Gymnastics Community throughout their career.

Frances became involved in gymnastics when her children were on the team at Deerfield Run Community Center. She then became a judge, back in the day (1978 or thereabouts), when asked as the team needed judges. Frances continued her involvement in the sport for many years, serving on the Judges’ Board and as a longtime member of the USAG Maryland State Committee. Many State Chairman and Committee members valued her insights and trusted her opinions. Frances’ moto was “Do what’s best for the athlete.” Frances passed away in 2014.

The awarding of the honor is at the discretion of the State Committee.

## **The Frances Maurantonio Lifetime Achievement Award** **Recipients**

Kelli Hill, 2023
Jay Barrows, 2018
Linda Ostrove, 2016
Lynn Perrott and Steve Cornelison, 2015
Myra Elfenbein, 2014
Frances Maurantonio, 2013

## **Previously Elected Administrative State Committee** **Members**

This information is important as in order to serve as State Administrative Committee Chair one must have served as an elected member of the State Administrative Committee.

### **Previously Elected Administrative State Committee Chairpeople—12/2022**

Jean Weber/Rebounders	1970s
Chip Harris/PGGC & Fairland	1970s/1980s
Steve Bedford/Springettes	1980s
Mark Weber/Docksiders	1980s
Jan Greenhawk/DelMarVa	1980s/1990s
Lynn Perrot/Mid-Atlantic	1990s
John Perna/Perna	1990s/2000s

Terry Bradley/Beach Bounders	2000s
Jay Barrows/Docksiders	2000/2010s
Beth Renwick/Judge & Rebounders	2018-Present

Previous Elected State Committee Members (If you know more, reach out!)

Linda Ostrove	Jay Barrows	Lorraine Morales
Rhonda Schulz	Myra Elfenbein	Jennifer Brocato
Nica Sutch	Dana Appleby	Cynthia Dunn
Beth Renwick	Steve Cornelison	
Amy Martelli	Carmella Solito	
Jessica Ryan	Luanne McKenna	
Patricia Delaney	Tiffany Mills	
Stephani Baldwin	Tony Eusini	

## **Current Maryland State USA Gymnastics Administrative Committee**

<b>Position</b>	<b>Name</b>	<b>Email</b>	<b>Term Expires</b>
State Administrative Committee Chair	Beth Renwick	<a href="mailto:Bethrenwick@aol.com">Bethrenwick@aol.com</a>	6/30/2026
Apparel	Patti Delaney	<a href="mailto:Patricia.delaney@pgparks.com">Patricia.delaney@pgparks.com</a> <a href="mailto:serfbord@verizon.net">serfbord@verizon.net</a>	7/31/2026
State Clinic Coordinator	Luanne McKenna	<a href="mailto:luannemckenna@gmail.com">luannemckenna@gmail.com</a>	7/31/2026
Secretary	Cynthia Dunn	<a href="mailto:cdunncpa@aol.com">cdunncpa@aol.com</a>	7/31/2026
Media Person	Michaela Vernon	<a href="mailto:vernonmichaela@yahoo.com">vernonmichaela@yahoo.com</a> (appointed to fill out a term for someone who moved from the state)	7/31/2026
Xcel and Level 2 Coaches' Representatives	Nica Sutch Lorraine Morales	<a href="mailto:NS4star@aol.com">NS4star@aol.com</a> <a href="mailto:Lorraine@dominiquedawesgymnasticsacademy.com">Lorraine@dominiquedawesgymnasticsacademy.com</a>	7/31/2026
Levels 3, 4, and 5 Representative	Stephanie Baldwin	<a href="mailto:Skramer910@gmail.com">Skramer910@gmail.com</a>	7/31/2026

Dev Program Optional Representatives/6-10	Amy Martelli Jessica Ryan	<a href="mailto:ALM817@aol.com">ALM817@aol.com</a> <a href="mailto:Jessryan1981@gmail.com">Jessryan1981@gmail.com</a>	7/31/2026
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**Appointed Board Members:**

**Jane Flynn, MD State Judging Chair**

**Cynthia Smaha = TOPS, Hopes, Elite Representative**

**Lisa Lee—Assistant State Clinic Coordinator**

## **Finances**

The all-volunteer Maryland State Administrative Committee incurs expenses such as paying for Zoom, paying for the Chair to attend yearly National and Regional Committee meetings, paying for clinicians, and team awards and certificates for state meets. Past expenses have included, but have not been limited to, apparel for gymnasts and coaches representing Maryland at Regional meets and gifts for each gymnast at state meets. As we continue to move forward from the COVID pandemic and USA Gymnastics has rebranded, one of our goals is to re-evaluate what we would like to pay for in addition to what we must pay for. As of October 3, 2024, the balance in our Maryland USA Gymnastics State account is: \$41,921.59.

There is a history of three ways of supporting the State organization: a “competition fee” applied to meets held within Maryland, a yearly “membership fee” (which was suspended during COVID), and hosting a State Clinic as a fundraiser. Due to COVID restrictions we have only held two clinics in the past four years.

**The current information for sending in the “competition fee” to both Maryland and Region 7 is:**

## **LOCAL/REGIONAL SANCTION FILING AND FEES**

- **LOCAL**—Within 72 hours, send \$1.00 per gymnast competition fee to the State office as well as email a copy of the Sanction Report Form to:

The check should be made out to: MD USAG  
Beth Renwick, MD SAC  
3309 Abell Ave.  
Baltimore, MD 21218

[Bethrenwick@aol.com](mailto:Bethrenwick@aol.com)

- **REGIONAL**—Send \$2.00 per gymnast competition fees to the Region 7 office. Include a copy of the sanction.

Jen Bortz, Region 7 RAC  
PO Box 243  
Boalsburg, PA 16827

## **Maryland State Meets 2025**

The primary responsibility of the State Committee is to oversee State Meets. The Committee puts out “Bids” to host, votes on “Bids,” sets the dates for the meets, sets the “declaration dates,” determines the qualifying scores, the awards, and a few other details per Rules & Policies. The Committee is also responsible for checking that only those who are eligible are competing in their respective State Meets.

There are several ways to determine if a gymnast is eligible to compete in a respective State Meet. One of the ways is to check the gymnasts scores in the USAG database. As such, we ask that all scores be uploaded to the myusagym app.

## **REPORTING SCORES FOR MOBILITY AND QUALIFICATION TO STATE MEETS**

Two parts—Export the scores to the USAG data base **OR**, if electronic scoring was not used, email the scores to [Bethrenwick@aol.com](mailto:Bethrenwick@aol.com)

Exporting scores to the USAG data base:

- a. Go into the Sanction application on the USAG website.
- b. Click “Scoring API Access Information”
- c. There will be an “API Key”
- d. This is the number that will be needed to export the scores.
- e. Follow the steps on the separate attachment/document or google for directions.

Emailing scoresheets: Email a copy to:[Bethrenwick@aol.com](mailto:Bethrenwick@aol.com). Please include the name of the meet, the date, and a contact person’s email if it is different from the person sending the scores.

**Maryland State Meet Schedule 2025—With Declaration Dates and Final Registration Dates**

Qualification for EVERY level to Maryland State Meets is **32.00**

**The score must be attained IN state with a 2-judge panel for Levels 2 thru 7 and Bronze thru Diamond**

**\*Note: Meets held in Maryland hosted by a Delaware club are considered as being “in Maryland”**

The score may be attained OUT OF STATE for Levels 8, 9 and 10 and Sapphire

\*\*\*All scores must be attained at a USAG Sanctioned meet and be uploaded to the myusagym app.

Gymnasts may compete in 1 State Meet per year.

The level at which she is competing for her STATE MEET

MUST be **DECLARED** by the **DECLARATION DATE**

Declaration is “made” by the level the gymnast is listed as in the USAG database on the Declaration Date

**AND**

If the gymnast competes at a higher level AFTER the Declaration Date, she may not “go back” to a “lower” level.

These are the pre-qualification links to the Levels 9 and 10 Regional Meets.

**Level 9:**

[https://docs.google.com/forms/d/e/1FAIpQLSdcwvnqzSKIGDZ4tyIu6BXk2ZFYnsf\\_zRRJ0hKA2HQ2V\\_hPGw/viewform?usp=pp\\_url](https://docs.google.com/forms/d/e/1FAIpQLSdcwvnqzSKIGDZ4tyIu6BXk2ZFYnsf_zRRJ0hKA2HQ2V_hPGw/viewform?usp=pp_url)

**Level 10:**

[https://docs.google.com/forms/d/e/1FAIpQLSeaM81YAX6S1\\_VA6A-mixEctINrnfewE4VRNd1vwRjZ8dKgg/viewform?usp=pp\\_url](https://docs.google.com/forms/d/e/1FAIpQLSeaM81YAX6S1_VA6A-mixEctINrnfewE4VRNd1vwRjZ8dKgg/viewform?usp=pp_url)

There is no pre-qualification to the Xcel Regional Meet in 2025.

**To declare as an Individual Event Specialist please fill out the form by the final registration date of the meet.**

**Only the following levels allow IES in Maryland:**

**Levels 8, 9, and 10 = 8.5**

**Bronze, Silver, and Gold = 8.5**

**Platinum, Diamond, and Sapphire = 8.5**

<p>We honor our <b>Seniors</b> at each state meet. Please fill out the Senior form by <b>February 1, 2025</b></p> <p><a href="https://docs.google.com/forms/d/e/1FAIpQLSdHSuuy1aKRUmpZ2sXWIOEP7x0A7IFD0Tm57obzENcS5qChcg/viewform?usp=pp_url">https://docs.google.com/forms/d/e/1FAIpQLSdHSuuy1aKRUmpZ2sXWIOEP7x0A7IFD0Tm57obzENcS5qChcg/viewform?usp=pp_url</a></p>			
Level	Host	Weekend	Declaration Date and Final Registration Date
Levels 7 and 8	Harford Gymnastics @ Harford CC	March 15 and 16 (Most likely Sunday only)	February 24, 2025
Levels 9 and 10 and Xcel Platinum, Diamond, and Sapphire	BC Gymnastics @ Essex CC	March 22 and 23	March 3, 2025
Levels 3, 4, and 5	Sportsplex and WinWin @ Sportsplex	March 29 and 30	March 10, 2025
Gold and Silver	4Star @ Hagerstown CC	April 12 and 13	March 24, 2025
Bronze, Level 2 and Level 6	ACPR @ ACPR	April 26 and 27	April 7, 2025
Maryland State Clinic and "Move Up Meet"		Tentatively the first weekend in June 2025	

**REQUESTING AND CANCELLING JUDGES**  
**As of July 31, 2023**

**ALL REQUESTS FOR JUDGES FOR MEETS IN MARYLAND MUST BE ENTERED BY THE MEET DIRECTORS THROUGH THE GYMJAS WEBSITE/SYSTEM.**

Please email Jane Flynn, Maryland State Judging Committee Chair with questions: [sjd.maryland@gmail.com](mailto:sjd.maryland@gmail.com)

<https://gymjas.com/>



- When you get to the website click “Maryland” and then the “Meet Directors” menu.
- Once there, on about the second line, click “Meet Request Form.”
- Follow the directions and fill out the form.

## **Hosting Local USAG Sanctioned Competitions**

What follows below are parts of previous Maryland State Handbooks that Jay Barrows, SACC for 14 years, put together based on experience in the position.

- 1) Designate a certified Meet Director. All meet directors must have Meet Director Certification. The certification test is found on the USA Gymnastics website:  
  
<https://members.usagym.org/pages/education/courses/W202/>
- 2) Request judges as soon as the date of your meet is known. Use gymjas.com (see above)
- 3) State Meets, per Rules & Policies, are under the control of the State Committee. In Maryland we require that TWO JUDGES assigned by MD NAWGJ judge any meet in which scores will be used to qualify to MARYLAND STATE CHAMPIONSHIPS for all levels that qualify IN state.
- 4) Apply for a sanction from USA Gymnastics. Use the process outlined on the USA Gymnastics website. Sanctions should be applied for as early as possible.
- 5) Send out Pre-Meet Information. This should include days and times of sessions, approximate finish time, equipment specifications (must also include vault runway information), spectator entry fees and any additional details as needed.
- 6) In making the meet schedule, make sure that all competition fits in required time allotment and the numbers are correct. No gymnast may start competition prior to 8:00 a.m., and no gymnast may be scheduled to compete past 10:00 p.m.
- 7) Check that all coaches on the floor have a current USAG PRO number/card/QR code and that they sign the Coaches Sign-In Sheet which is sent to USAG. Upon check in, ensure that the coaches’ membership, safety certification, safe sport, and background check information is current and **their attire is appropriate**.
- 8) Upload scores to the myusag app.
- 9) Follow the procedure stated on the sanction for filing the sanction.

- 10) If you plan on inviting foreign teams (including Canada and Mexico) you must first contact the National Office.
- 11) At Level 2 and Level 3 Achievement Awards must be given on all individual events. For Level 4 and up giving Achievement Awards is at the discretion of the meet director.

## **Current State Administrative Committee Positions**

### **State Chairman**

The position of the State Chairman is to be responsible for matters involving the administration of Maryland USA Gymnastics, with the assistance of other members of the State Administrative Committee. The State Chairman will preside over all meetings of the State Administrative Committee. The Chairman will not vote in any motions except in the event of a tie, where the Chairman will cast the deciding vote. The State Chairman will also represent the State of Maryland on the Regional Administrative Committee, and must fulfill all obligations therein.

The State Chairman is elected for a four-year term. Nominations for state chairman will be made in March prior to the end of the current term. If more than one person is nominated for the position, an election will be held in April under the guidelines of USA Gymnastics. If there is a tie, the Regional Administrative Chairman will vote to break the tie. If there is only one nominated person, the Regional Chairman will cast the vote for the nominated individual and they would win the position by acclamation.

\*Information above from the USA Gymnastics Operating Code.

### **Elected Positions—Voting**

Position	Description of Main Responsibilities and Qualifications
Apparel	<ul style="list-style-type: none"> <li>• Finalize our logo</li> <li>• Find and work with vendors</li> <li>• Set up and oversee a Maryland USA Gymnastics on-line Storefront</li> <li>• Participate in SAC meetings and vote on motions.</li> </ul>
Levels 3, 4, 5	<ul style="list-style-type: none"> <li>• Responsible for representing to the State Administrative Committee the opinions of the coaches and gymnasts at Levels 3, 4, and 5</li> <li>• Currently coaching Level 3, 4, or 5</li> <li>• Primary contact person for the running of the Levels 3, 4, and 5 State Championship (including coordinating with any other Level Rep whose State Championships are being held the same weekend and checking athletes qualified, if requested) (SACC is also looped into the discussions)</li> </ul>

	<ul style="list-style-type: none"> <li>• Participate in SAC meetings and vote on motions</li> </ul>
Two Dev Program Optional Representatives/6 through 10	<ul style="list-style-type: none"> <li>• Responsible for representing to the State Administrative Committee the opinions of the coaches and gymnasts at the Dev Program Optional Level</li> <li>• Currently coaching Levels 6, 7, 8, 9, 10, or Elite</li> <li>• Primary contact person for the running of the Levels 6, 7, 8, 9, 10 State Championship (including coordinating with any other Level Rep whose State Championships are being held the same weekend and checking athletes qualified, if requested) (SACC is also looped into the discussions)</li> <li>• Participate in SAC meetings and vote on motions</li> </ul>
Two Xcel Representatives/ Level 2	<ul style="list-style-type: none"> <li>• Responsible for representing to the State Administrative Committee the opinions of the coaches and gymnasts in the Xcel Program</li> <li>• Currently coaching Xcel</li> <li>• Primary contact person for the running of the Xcel State Championships (including coordinating with any other Level Rep whose State Championships are being held the same weekend and checking athletes qualified, if requested) (SACC is also looped into the discussions)</li> <li>• Participate in SAC meetings and vote on motions</li> </ul>
Media Person	<ul style="list-style-type: none"> <li>• Redesign, update, and maintain the state website</li> <li>• Research and develop policies for what other media to use</li> <li>• Implement the result of the above research after SAC votes on which to use</li> <li>• Participate in SAC meetings and vote on motions</li> </ul>
Secretary	<ul style="list-style-type: none"> <li>• Work with SACC to keep state calendar</li> <li>• Help set and type agenda for Committee meetings</li> <li>• Take minutes at meetings</li> <li>• Work with Media Person to have minutes posted on website within one week of meeting</li> <li>• Participate in SAC meetings and vote on motions</li> </ul>
State Clinic Coordinator	<ul style="list-style-type: none"> <li>• Work with a sub-committee to develop philosophy of the yearly Maryland State Clinic</li> <li>• Work with SACC to form a sub-committee of 4 or more Professional Members to design and oversee the Maryland State Clinic</li> </ul>

	<ul style="list-style-type: none"><li>• Complete all of the logistics for the successful completion of the yearly Maryland State Clinic, including, but not limited to, determining a date and securing a location, determining topic/s to be covered, submitting a possible clinician list to committee for approval, filing the sanction, CPE's for judges, etc.</li><li>• Participate in SAC meetings and vote on motions</li></ul>
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**Additional Positions**

The addition of any elected (voting) position may be made by the State Administrative Committee by a simple majority vote. The position would then be open for nominations through the normal election process. Any added elected position would get one vote for any motions brought before the State Administrative Committee, and may make motions to the same.

The addition of any appointed position is at the discretion of the State Chairman. The appointments are yearly. The State Chairman would also be able to select the person to take the position. The selected person will be present at all meetings of the State Administrative Committee and may make motions to the same. However, they do not get to vote on motions, as it is an appointed position.

\*Information in the above two paragraphs from the USA Gymnastics Operating Code.