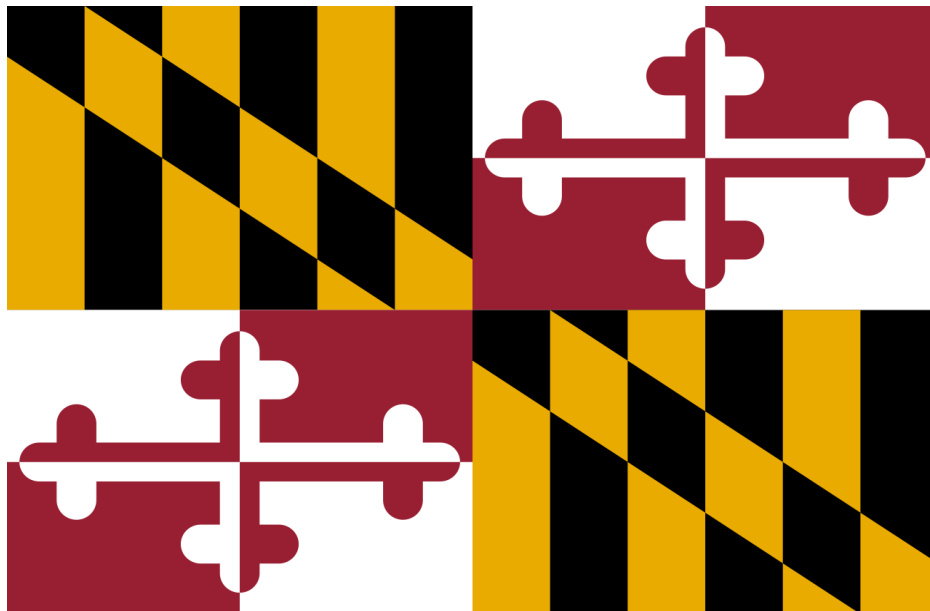


Maryland USAG State Handbook



2022-2023

Purpose

The purpose of this handbook is to set guidelines for all member clubs of Maryland USAG. Maryland USAG (MDUSAG) 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.

USAG 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. 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 Committee Chair is also responsible for approving petitions when gymnasts wish to change levels or programs outside of the approved progression. As Xcel grows in popularity more petitions are being requested. A petition begins with a request to the State Chair and is followed by videos of the gymnast showing her skills on each event.

Please refer to Rules & Policies for the current requirements if a gymnast wishes to change “levels” or “programs” within USAG; 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 and 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 **Awardees**

Frances Maurantonio, 2013
Myra Efenbein, 2014
Lynn Perrott and Steve Corneilson, 2015
Linda Ostrove, 2016
Jay Barrows, 2018

Previously Elected Administrative State Committee **Members**

This information is important as sometimes elected positions are contingent on having served on the State Administrative Committee.

Previously Elected Administrative State Committee Chairpeople (As best we can remember...as of 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 Perrott/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
(As best we can remember...as of 12/2022)

Linda Ostrove	Jay Barrows	Paula Eichel (?)
Rhonda Schulz	Myra Elfenbein	
Nica Sutch	Dana Appleby	
Beth Renwick	Steve Cornielson	
Amy Martelli	Carmella Solito	
Jessica Ryan	Luanne McKenna (?)	
Patricia Delaney	Tiffany Mills	
Stephani Baldwin	Tony Eusiani (?)	

Current Maryland State USA Gymnastics Administrative Committee

Position	Name	Email	Term Expires
State Administrative Committee Chair (SACC)	Beth Renwick	Bethrenwick@aol.com	7/2026
Assistant to SACC	Patty Delaney	Patricia.delaney@pgparks.com serfbord@verizon.net	7/2023
Clinics and Event Facilitator	Rhonda Schultz	Rschultz4445@hotmail.com	7/2023
Judges' Liaison	Linda Ostrove	lostrove@yahoo.com	7/2023
Xcel Coaches' Representative	Nica Sutch	NS4star@aol.com	7/2023
Levels 2 and 3 Representative	Stephanie Baldwin	Skramer910@gmail.com	7/2023
Level 4 and 5 Representative	Amy Martelli	ALM817@aol.com	7/2023
Optional Coaches' Representative	Jessica Ryan	Jessryan1981@gmail.com	7/2023

Appointed Board Members:

Luanne McKenna = Unofficial "counsel"

Larraine Morales = Technology advisor and Xcel

Cynthia Smaha = TOPS

Ricky Stakem = Webmaster

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 some awards 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 “recover” from the COVID pandemic and USAG 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 December 26, 2022 the balance in our USAG Maryland State account is: \$39,797.12.

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

- 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

- 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 2023

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 gymnast's 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

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. 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 2023—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

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

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 Meet, April 13-16, 2023

Level 9:

https://docs.google.com/forms/d/e/1FAIpQLSed8Z1kafIfiU_kY_QBI-dj1WtyO4Z9a7-Uam4KUz6g0Z0tgA/viewform?usp=pp_url

Level 10:

https://docs.google.com/forms/d/e/1FAIpQLSfMOGaTqnXW2nvERpDNE8Dg15T01vEsOa6tNHC48ZEg9BnFdA/viewform?usp=pp_url

This is the pre-qualification link to the Xcel Regional Meet, June 2-4, 2023

<https://forms.gle/jxopuJibYtn6W21K9>

To declare as an IES (individual event specialist) please fill out the form by the final registration date of the meet.

Only the following levels allow IES:

Levels 8, 9, and 10 = 8.5

Bronze, Silver, and Gold = 7.0

Platinum, Diamond, and Sapphire = 7.5

(Form link to be added here)

We honor our **Seniors** at each state meet. Please fill out the Senior form by **February 15, 2023**.

https://docs.google.com/forms/d/e/1FAIpQLSeRNb1Ia9WU0jY2u4A2gQ0ePI02igO-WUDT_yiporl1AUml0w/viewform?usp=pp_url

Level	Host	Weekend	Declaration Date and Final Registration Date
8, 9 and 10 Platinum, Diamond, Sapphire	Sportworx Essex CC	March 25 and 26	March 6, 2023
7 Silver	ACPR In gym	April 1 and 2	March 13, 2023
5 and 6 Gold	4Star Hagerstown CC	April 15 and 16	March 27, 2023
Bronze Level 2	Flips Thomas Johnson HS/Frederick	April 22 and 23	April 3, 2023
L4	BC Fairgrounds	April 29 and 30	April 10, 2023
L3	Beach Bounders In gym	May 6 and 7	April 17, 2023
Maryland State Clinic	TBD	May 21 and/or May 22	TBD

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.
- 2) Email the NAWGJ State Judging Director to request judges as soon as the date of your meet has been decided. She/he will send further details. Currently the State Judging Director is Linda Ostrove. lostrove@yahoo.com
- 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 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 and card 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

REQUESTING AND CANCELLING JUDGES

Requesting Judges:

Please send the Meet Information Form completely filled out to:

Linda Ostrove
12502 Eastbourne Drive
Silver Spring, MD 20904
(301) 622-3576
E-mail: lostrove@yahoo.com

Please use the Meet Information Form (MIF) located in this MD State Handbook on the following page. The scheduling fee is \$3.00 per judge/day.

CANCELLING JUDGES

Cancellation with more than 1 month notice = \$2.00 per judge

Cancellation with less than 1 month notice = \$4.00 per judge

Cancellation with less than 1 week notice = \$5.00 per judge fee to NAWGJ and the payment of one 3 hour session to each judge.

Important!

Every meet host will receive a copy of the judges' contract for each meet that club is hosting. If you are hosting a meet YOU MUST CHECK THAT CONTRACT FOR ACCURACY! E.G., # of sessions, times of sessions, # of judges required, date and meet site. If there is a discrepancy, notify Linda IMMEDIATELY!

Date of Sanction Request _____

Date _____

Deadline _____

Request for Judges

MEET INFORMATION FORM

Name of Meet _____

Date of Meet _____

Reporting Time _____ Meet Time _____

Location _____

Emergency Telephone at meet site _____

Number of Judges _____ Rating _____ Meet Referee _____

Separate _____ Acting _____

Type/Level of Meet _____

Number of days _____ Sessions per day _____ # of gymnasts _____

Length of sessions _____ Finals _____

Judges fee _____

Travel Arrangements _____

Airline arrangements by Meet Director _____ Judge _____

To and from airport _____

During the meet _____

Housing _____

Meal arrangements if other than stated in the fee structure:

If no Maryland judges are available, do you want me to try and schedule out-of-town judges?
Specifically, from either Virginia or Pennsylvania? _____

Meet Director _____

Address _____

Home Phone _____

Work Phone _____

E-mail _____

Send to assigning official, along with full assigning fee, 30 days prior to the competition.

Linda Ostrove

12502 Eastbourne Drive

Silver Spring, MD 20904

Phone and FAX 301-622-3576

lostrove@yahoo.com

Current State Administrative Committee Positions

State Chairman

The position of the State Chairman is to be responsible for matters involving the administration of Maryland USAG, 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 two-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.

Judges Representative

The position of Judges Representative will be responsible for representing to the State Administrative Committee the opinions of members of the Maryland Chapter of the National Association of Women's Gymnastics Judges (NAWGJ). The Judges Representative must be a member of NAWGJ and its Maryland chapter. They will be allowed one vote on all motions that are brought before the State Administrative Committee and may make motions to the same.

The Judges Representative is elected for a two-year term. Nominations will be held in May prior to the end of the term. If more than one person is nominated for the position, an election will be held in June under the guidelines of USA Gymnastics. If there is a tie, the State Administrative Chairman will vote to break the tie. If there is only one nominated person, the State Chairman will cast the vote for the nominated individual and they would win the position by acclamation.

Level Representatives

The position of Level Representative will be responsible for representing to the State Administrative Committee the opinions of the coaches and gymnasts of their respective level in the State. The Representative should have a strong familiarity with the Level that they are representing on the Board. They will also be responsible for certain administrative duties related to their specific level, including the maintaining of a list of qualified individuals for the State Championships, and be the primary contact person for the running of the State Championships at that level. They will be allowed one vote on all motions that are brought before the State Administrative Committee and may make motions to the same.

As determined by the State Administrative Committee, current Level Representative positions are XCel, Levels 2 and 3, Levels 4 and 5, and Optional. The State Administrative Committee may vote to combine or separate Levels for Representation purposes as it sees fit by a majority vote.

The Level Representative is elected for a two-year term. Nominations will be held in May prior to the end of the term. If more than one person is nominated for the position, an election will be held in June under the guidelines of USA Gymnastics. If there is a tie, the State Administrative Chairman will vote to break the tie. If there is only one nominated person, the State Chairman will cast the vote for the nominated individual and they would win the position by acclamation

Clinics and Event Facilitator

This position is appointed directly by the State Chairman. The position is responsible for handling all matters involving the administration of the State Clinics, as well as assisting in Coaches Education and Growth. They 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.

Assistant to the State Chair

This position is appointed directly by the State Chairman. The position is responsible for ordering all Awards to be given at State Championships, as well as ensuring that the appropriate host receives the awards for distribution. They will also be responsible for ordering any and all apparel that is distributed by the State. They 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.

Secretary

This position is appointed directly by the State Chairman. The position is responsible for maintaining accurate record keeping of minutes from State Administrative Committee meetings, as well as assisting other tasks handled by the State Committee. They 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.

Webmaster

This position is appointed directly by the State Chairman. The position of will be responsible for maintaining and running the Maryland USA Gymnastics Website at www.mdusagym.com, as well as other Social Media platforms. They 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.

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 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.