



South Texas Swimming

*To empower all athletes to be successful in life by providing resources,
equal opportunity, and organizational excellence.*

Board of Directors: Agenda

Meeting Date: September 9, 2025, 8:00pm

- Welcome & Roll Call: (8:00 pm)
- Approval of Minutes: August 2025 (Jessica, 8/15 email to BOD & direct link is [here](#))
- Notification to BOD of STX Policies & Procedures posted to STX website reflecting two motions passed at the August 2025 BOD meeting. (Changelog and updated P&Ps posted [here](#).) (Jessica)
- Documentation of email vote to offer grant support to STX Coach members attending the USA Swimming Coach Development Academy (attached): seven votes yes and five members not responding
- Financial reports (Erin/Garrett)
 - 2026 proposed budget is pending for BOD approval
- Board reports - Discussion/Approval
- Proposal for Barbados Open Water event to be sponsored by STX (Adam Depmore, proposal is attached)
- Proposed changes to the STX Sanctioning Policies & Procedures (Jessica): attached
 - Updates from the August 2025 BOD approval to eliminate splash fees and to increase LSC sanction fees
 - Elimination of HOD attendance as a requirement for sanctioning swim meets to encourage clubs to host meets
 - Elimination of requirement for clubs to have Safe Sport Recognition to sanction meets
 - Elimination of the requirement that prohibits meets with conflicting time standards from occurring on the same weekend as LSC championship meets to promote additional meet opportunities for our athletes and also to avoid scheduling issues for clubs (also supported by Senior Vice Chair and Championship Meet Committee)
 - Matching USAS rules allowing three officials for dual, intrasquad, and development meets (also supported by Officials Chair)

- Changing the requirement for bid meets to be completed and returned for sanctioning within seven days of receipt (instead of by April 30/November 30) to avoid penalties (also supported by Senior Vice Chair and Championship Meet Committee)
- October HOD meeting update (Jessica/Trey/BJ)
 - BOD nomination slate posted on the HOD webpage (click [here](#))
 - Athlete elections are open and will close September 24
 - Bids for championship meets are open – bids received have been posted (click [here](#)) and put on the planning calendar
 - Championship Meet Committee recommendation for 2026 LSC championship meets is attached for presentation at the HOD meeting
 - Software support request for electronic voting at HOD meeting (Jessica)
- USAS Annual Business Meeting update (Jessica)
 - Marcy Parshall attending instead of Derek Howorth and Marcy has been registered with USAS as a nonathlete coach voting delegate for STX
 - Maureen Helm attending from the Officials Committee as part of the Officials Track (recommendation from Marc Digby and travel approval by Mark Parshall)
- STX Athlete Leadership Summit update (Athlete Reps)
- New Business
- Adjourn



South Texas Registration <registration@stswim.org>

Coach Clinic (USAS) - Funding Request

16 messages

Mark Parshall <generalchair@stswim.org>
To: Board of Directors <stsbod@stswim.org>

Mon, Aug 18, 2025 at 2:14 PM

All,

I make the motion that:

Motion:

To support our Coach members who are seeking educational opportunities in swimming, STX will fund \$300 for up to 10 coaches to assist with the \$400 registration fee for the USA Swimming Coach Development Academy ([link here](#)), October 30 to November 2, in Colorado Springs. Eligible coaches must be current Coach members of STX with at least 12 months and at most 30 months of coaching experience (based on registration dates in SWIMS), who are currently employed by a STX member club (and not "unattached") with an expectation of continued employment as a coach through 2026, and from teams designated as small or medium in size as designated by the STX Coach of the Year nominations. Applications for grant assistance shall be submitted using the designated form and will be processed in the order received until all 10 grants have been awarded.

Payments of \$300 will be made to coaches upon submission of a confirmation of registration for the academy and receipt showing payment to USA Swimming.

Coaches will need to pay their own travel expenses.

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Mark Parshall

General Chair

P: (512) 636-8577

E: generalchair@stswim.org

www.stswim.org

Jennie Lou Leeder <agegroupchair@stswim.org>
To: Mark Parshall <generalchair@stswim.org>
Cc: of Directors Board <stsbod@stswim.org>

Mon, Aug 18, 2025 at 2:27 PM

I second Mark's motion.

Thank you,
Jennie Lou

Sent from my iPhone

On Aug 18, 2025, at 2:14 PM, Mark Parshall <generalchair@stswim.org> wrote:

Championship Meet Committee Meeting

August 21, 2025

Proposed STX Championship Meet Formats and Target Dates

There will be a meeting on September 4 at 8:00pm for STX coaches to provide feedback on the changes listed below before this is submitted as a legislative motion at the House of Delegates meeting on October 5. (Parents and athletes are not eligible to join this call.) All changes listed are proposed at this time and subject to approval by the HOD. You can join this meeting via Zoom:

Championship Meet Committee

Topic: Championship Meet Committee

Time: Sep 4, 2025 08:00 PM Central Time (US and Canada)

Join Zoom Meeting

<https://zoom.us/j/95099605859?pwd=ERuTx55DH9mMnCSSw0Yk59BVtmnJaC.1>

Meeting ID: 950 9960 5859

Passcode: 250182

One tap mobile

+13462487799,,95099605859#,,, *250182# US (Houston)

+12532158782,,95099605859#,,, *250182# US (Tacoma)

General Changes to STX Championship Meets:

- There will be one entry deadline of noon on the Monday prior to the meet. **Rationale:** To reduce the amount of work required for both teams and meet hosts to manage entries using two entry deadlines.
- The 15-18 age group will be combined and will use the 15-16 meet time standard consistently across all STX championship meets. **Rationale:** To increase participation for 17-18s.
- The Championship Meet Committee will propose legislation at the HOD meeting to remove the requirement preventing STX sanctioned meets to occur on the same weekends as an LSC championship meet with the same time standards. **Rationale:** Clubs are using Block Party sanctions to host meets with no time standards on championship meet weekends as a work-around so we have no way to enforce this rule. Our LSC wants to promote competitions for all athletes.

Comments:

- The “target dates” included below are based on the dates for TAGS, Sectionals, and high school championship meets. These target dates are *ideal dates* and are dependent on facility availability for large competitions in the LSC.

- For planning purposes, please check the [STX meet calendar](#) for scheduled meets received from hosts and for meets already sanctioned, high school championships, and USAS/TAGS championships. (You can add your club's meets to the calendar using [this form](#).)
- Bids for 2026 STX Championship meets are now being accepted. Clubs interested in hosting should complete the championship meet bid form posted [here](#) by October 1. Bids will be posted on the [STX meet calendar](#) as they are received.
- Controlling the meet size is a consideration as it relates to timelines and facility availability and capacities.
- B Champs will continue as a timed finals meets. All other meets (STX, STAGS, and Senior Champs) will continue as prelims/finals meets.
- Athletes with disabilities may enter all LSC championship meets using the P1, P2, or P3 parallel time standards. (All time standards can be found [here](#).)
- The goal is to promote championship meets for developmental to highly competitive athletes to promote athlete development, retention, progression, and success.
- For meets that will be split North and South (to control meet sizes), the proposed zones are below, to balance the meets with an equal number of athletes as much as possible. In 2025, these same alignments provided zoned meets of equal size. Once approved by the HOD, all teams and all locations of teams will be restricted to entry for the zoned meet only so we can meet the goal of balanced participation.
 - **North Zone:** AQTX, CAA, CCSS, COTA, FISH, HCA, LIFE, LSAC, NTRO, PFPF, PLAT, RUSH, SGA, TEXE, TST, TXLA, WLOO, WWW, UN athletes living in North zone
 - **South Zone:** AAAA, ASC, BAS, BEAQ, C3S, CCLR, CLAN, CLOV, HILL, HOT, HPAC, MMA, MSC, MVSC, SASA, SEAL, SRG, STSA, SYS, TCA, VTAC, VTX, WAVE, WEST, WOW, WWAC, YMCA, UN athletes living in South zone

2026 Proposed Short Course Championship Meet Changes

SC B Champs -

- No changes to 2025 meet format or events, will still split North and South.
- Option for the meet host to run this meet as a 2.5 day meet (instead of a 2 day meet) with distance events on Friday.
- Use 15-16 B time standard for all athletes ages 15-18 and continue to combine 15-18s for competition and awards.
- Qualifying times:
 - One provable B time to enter the meet
 - Up to two bonus events with provable times slower than B
 - Seven total events including any bonus and time trial events
- Target dates:
 - Any date in January

SC STX Champs -

- No changes to 2025 meet format or events, will continue to split North and South.
- Use 15-16 BB time standard for events and 15-16 B time standard for bonus events for all athletes ages 15-18 and continue to combine 15-18s for competition and awards.
- Qualifying times:
 - One provable BB time to qualify for the meet
 - Up to two bonus events with provable B times
 - Seven total events including any bonus and time trial events
- Target dates:
 - 1/23-25
 - 1/30-2/1
 - 2/6-8
 - 2/13-15

SC STAGS -

- No changes to age groups or to 2025 event time standards and meet format. This will continue as a 14&Under meet.
- Confirm number of heats in finals:
 - 10&U - 2
 - 11-12 - 3
 - 13-14 - 3
- Qualifying times:
 - At least one provable A or faster time to qualify for the meet
 - Up to two bonus events with provable BB times
 - Seven total events including any bonus and time trial events
- Target dates:
 - 2/20-22

SC Senior Champs -

- No changes to 2025 event time standards or meet format.
- Change this meet's ages from all ages to 13-18. **Rationale:** Feedback from athletes and coaches was not supportive of younger athletes being included in a "senior" meet.
- Use 15-16 A and faster time standard for all ages and 15-16 BB time standard for bonus events for all ages.
- Confirm number of finalists in finals - 40 athletes back to finals
 - 4 or 5 heats depending on the number of lanes (4 heats x 10 lanes or 5 heats x 8 lanes)
- Finals will qualify only by time (and will not have finals based on swimmer age).
- Qualifying times:
 - At least one provable 15-16 A time to qualify for the meet
 - Up to two bonus entries with provable 15-16 BB times
 - Seven total events including any bonus and time trial events
- Target dates:
 - 2/27-3/1

Other Important information

- TAGS - March 6-9 - Mansfield
- Sectionals - March 6-9 - Justin

2026 Proposed Long Course Championship Meet Changes

Summer B Champs -

- Offer SCY timed finals meet for B swimmers. **Rationale:** To add a championship meet for athletes finishing summer league and for developmental athletes to promote retention of these athletes in the sport and through the summer months and into the fall. Moving B swimmers from the LC STX meet to their own meet will also serve as a way to control the LC STX meet timelines.
- One location (not North/South).
- Will include the same events and on the same days as the SC B Champs meet.
- Option for the meet host to run this meet as a 2.5 day meet (instead of a 2 day meet) with distance events on Friday.
- Sessions will be conducted by age group (10&U, 11-12, 13-18) to promote short timelines.
- Use 15-16 B time standard for all athletes ages 15-18 and continue to combine 15-18s for competition and awards.
- Qualifying times:
 - One provable B time to enter the meet
 - Up to two bonus events with provable times slower than B
 - Seven total events including any bonus and time trial events
- Target dates:
 - Any time late June or early July

LC STX Champs -

- No changes to 2025 meet format or events and will be conducted at a single location.
- Use 15-16 BB time standard for events and 15-16 B time standard for bonus events for all athletes ages 15-18 and continue to combine 15-18s for competition and awards.
- Change bonus limit to 3 bonus events for the meet. **Rationale:** The 2025 meet included one BB cut and up to 6 bonus "B" events, which caused long timelines. More than 50% of the entries at the meet were B times.
- Qualifying times:
 - One provable BB time to qualify for the meet
 - Up to three bonus events with provable B times
 - Seven total events including any bonus and time trial events
- Target dates:
 - June 26-28
 - July 17-19

LC STAGS -

- No changes to age groups or to 2025 event time standards and meet format. This will continue as a 14&Under meet.
- Confirm number of heats in finals:
 - 10&U - 2
 - 11-12 - 3
 - 13-14 - 3
- Qualifying times:
 - At least one provable A or faster time to qualify for the meet
 - Up to two bonus events with provable BB times
 - Seven total events including any bonus and time trial events
- Target dates:
 - July 9-12

LC Senior Champs -

- No changes to 2025 event time standards and meet format.
- Change this meet's ages from all ages to 13 and over (allowing college students to compete). **Rationale:** To make this a "true" senior meet and to address feedback from athletes and coaches that having younger athletes at the meet did not promote a "true" senior championship.
- Use 15-16 A and faster time standard for all ages and 15-16 BB time standard for bonus events for all ages.
- Confirm number of finalists in finals - 40 athletes back to finals
 - 4 or 5 heats depending on the number of lanes (4 heats x 10 lanes or 5 heats x 8 lanes)
- Finals will qualify only by time (and will not have finals based on swimmer age)
- Qualifying times:
 - At least one provable 15-16 A time to qualify for the meet
 - Up to two bonus entries with provable 15-16 BB times
 - Seven total events including any bonus and time trial events
- Target dates:
 - July 24-26

Other Important information

TAGS - July 23-26 - TAMU

Sectionals - July 9-12 - UT



South Texas Swimming, Inc.



Sanctioning Policies and Procedures

Last update: ~~3/6x/xx~~/25

This document describes the policies and procedures for applying for and managing South Texas Swimming sanctioned, observed, and approved meets and sanctioned open water events. Contact information for the Sanctions Chair, NTV Chair, SWIMS Users, and Officials Chair appears on the last page of this document.

I. Introduction

- A. Sanctions for swimming competitions and open water events in South Texas (South Texas Swimming, Inc., or STX) are granted under the provisions of Part Two, Articles 202 and 203 (for swimming competitions) and Part Seven, Articles 701 and 702 (for open water events) of the USA Swimming (USAS) rules and regulations. It is recommended that applicants familiarize themselves with both references.
- B. The role of the [Sanctions Chair](#) in sanctioning meets for competition is as follows:
 - 1. Verifies that the USA Swimming membership of the meet host will be current as of the meet's inclusive dates and that the meet host will be eligible to sanction meets and/or open water events under USA Swimming and STX rules.
 - 2. Verifies that the USA Swimming memberships and all required certifications of the meet's officials, the meet's director, and the meet host's head coach will be current as of the meet's inclusive dates.
 - 3. Confirms that the meet host is ~~currently certified as a Safe Sport Recognized Program and is not delinquent in submitting any required fees, fines, or reports. The Safe Sport status of STX clubs is posted here.~~
 - 4. Communicates with the people listed on the sanction application to inform them that they have been listed on the meet or open water event sanction in the positions for which they are listed.
 - 5. Verifies that the meet or open water event information includes the required information in accordance with current USA Swimming and STX rules as of the meet date(s).
 - 6. Reviews the meet or open water event information and identifies any inconsistent or incorrect information or any other issues that might impact the conduct of the meet or event.
 - 7. Posts the meet information and entry file (for swimming competitions) and the open water event information on the South Texas Swimming website.

II. Pre-Meet Considerations

- A. **Types of Meets:** USA Swimming (USAS) competitions are assigned to three general categories: sanctioned, approved, and observed. Most competitions are sanctioned and are further classified as being intra-squad meets, invitational meets, LSC Championship meets, dual meets, time trials meets, open water, or open meets.
 - 1. **Sanctioned Meet:** A sanctioned meet is one in which all athletes must be current members of USAS. In addition, all coaches, officials, and other key meet personnel, such as the Meet Director, must be current members of USAS in good standing as of the meet's inclusive dates.
 - a. The [Sanctions Chair](#) must approve the meet information and issue a sanction number in advance of the meet information being posted on the STX website and/or distributed to teams.
 - b. The meet must be conducted under current USAS rules and regulations for sanctioned meets (Articles 202.4 and 202.5). In addition, meets sanctioned by STX ~~must follow any relevant STX~~

rules for pre-meet operations and post-meet procedures as defined herein and in the current [STX Policies and Procedures](#) manual.

- c. All times achieved at a sanctioned meet will be loaded into SWIMS, provided the meet was conducted in accordance with current USAS and STX rules for meet operations and registrations of all participants.

2. Types of Sanctioned Meets

- a. **Intra-squad (Closed) Meet:** An intra-squad meet is a sanctioned meet at which all swimmers are members of the same club (or unattached to that same club).
- b. **Dual (Closed) Meet:** A dual meet is a competition between two clubs.
- c. **Development Meet:** A development meet is for athletes ages 12 & under and is restricted to the events listed below (per Rule 102.1.3 of the USA Swimming Rulebook). Development meets may be conducted in multiple sessions/days but shall be planned to allow the events not to exceed two hours in length. On days with multiple sessions, athletes may only participate in one session each day.
 - i. 25/50/100 Freestyle
 - ii. 25/50 Backstroke
 - iii. 25/50 Breaststroke
 - iv. 25/50 Butterfly
 - v. 100 IM
 - vi. 100/200 Freestyle Relay (by gender or mixed)
 - vii. 100/200 Medley Relay (by gender or mixed)
- b-d. **Invitational (Closed) Meet:** An invitational meet is a sanctioned meet at which only specifically invited clubs and/or athletes are invited to participate.
- c-e. **Open Meet:** A competition that is not otherwise defined as a closed competition in which any qualified club, organization, or individual may enter.
- d-f. **LSC Championship Meet:** An LSC championship meet is a sanctioned, season-ending championship meet for which only certain swimmers will qualify as determined by a set of time standards. Additional policies and procedures for LSC Championship Meets are included in Section V.
 - i. Meets in this category (both long and short course) are determined by the STX Championship Meet Committee. Prospective hosts must “bid” on these meets at the STX House of Delegates meeting and the award is determined by a vote of the membership.
 - ii. Bid meets must use the championship meet information template, which is prepared by the Senior Vice Chair and the Championship Meet Committee in collaboration with the meet referee, admin official, and Sanctions Chair. The approved meet information is sent to the Meet Host for finalization and sanctioning.
 - iii. The sanctioned meet information for STX Championship Meets must be submitted-posted to the Sanctions Chair/South Texas Swimming website by November 30 for the short course season and by April 30 for the long course season. After the meet information is sent to the meet host for completion, the meet host must return the final document to the Sanction Chair within seven days of receipt to avoid fines.
 - iv. Any club that bids, wins, and sanctions a bid meet, but then fails to host the event, will be penalized by being barred from sanctioning a meet for 180 days from the bid meet date, unless the failure to host was caused by weather or catastrophic equipment failure.
 - v. LSC sanctioned and approved meets may not have overlapping or identical time standards on the same weekend as a South Texas bid meet without prior approval of the Board of Directors.
 - vi. After dates for bid meets have been determined and approved by the House of Delegates or Board of Directors, no “conflicting” meet may be sanctioned or approved during the 6-day period from the Wednesday prior to the bid meet to the

Monday following the bid meet. A conflicting meet is defined as a non-championship meet hosted by an STX club and sanctioned or approved by the LSC and having no time standards or time standards identical to those of a bid meet on the same dates or within the specified 6-day “conflicting meet” window of time before and after the bid meet’s dates. Any meet held during the 6-day “conflicting meet” window must be a proof-of-time meet and athletes with time standards in events that conflict with the bid meet’s time standards cannot participate in those events at the conflicting meet. When a meet is held on the same weekend as a bid meet, the meet host is **required** to submit the meet to the Regional SWIMS User for a times recon and must **remove** swimmers from the meet with times in events that conflict with the time standards of the bid meet. Swimmers with NTs in all courses will be allowed to swim in meets that are for swimmers that do not have the qualifying time. TAGS, Sectionals, and meets sanctioned by a Zone, USMS, or USA Swimming are not subject to this rule.

e.g. Time Trials: Competitions conducted in rounds solely for the purpose of achieving a time or times. The competition must be either sanctioned or approved and in compliance with all rules and procedures for times to be loaded into SWIMS. If time trials are conducted as a part of another sanctioned or approved meet at the LSC level, a separate sanction or approval is not issued.

f.h. Open Water: A competition conducted under Articles 701 and 702 of the USA Swimming rulebook that takes place in rivers, lakes, or oceans.

- 3. Approved Meet:** An approved meet is one in which the competition is conducted in accordance with USAS technical rules, but does not require all athletes to be current members of USAS (Article 202.6). Approvals may be issued to member clubs for closed competition (such as YMCAs) conducted in accordance with USA Swimming technical rules. Approvals may be issued to member clubs or to LSCs for open competition conducted in accordance with USA Swimming technical rules if that competition has been specifically approved by the Times & Recognition Committee staff leader (or his/her designee). In the latter case, USA Swimming NTV Form F is required and may be obtained by contacting the STX [NTV Chair](#).
- 4. Observed Meet:** An observed meet is usually a season-ending competition or an invitational that is held under the rules of an organization other than USA Swimming, such as UIL (high school meets) or USMS (U.S. Masters Swimming).
 - a. The meet must be submitted on Local Swim Committee – Form B to the LSC National Times Verification Officer prior to the start of the meet. A time trial held in conjunction with the season-culminating championship meet that is officiated in accordance with the same standard as the championship meet may also be observed if it is authorized by the host association.
 - b. Requests for observers for certification of times from meets not in the championship progression (such as invitationals for 3 or more teams) must be made on Local Swim Committee – Form A in accordance with LSC procedures prior to the start of the meet.
 - c. A list of all LSC observed meets for the current swim year shall be posted on the LSC website.
 - d. When the meet has been approved for observation, the times earned by USAS members in good standing as of the meet date(s) and who have the correct USAS athlete information (first and last name as it appears in SWIMS, middle initial, date of birth, and USAS ID) included in the meet database will be loaded into SWIMS when the swims conform to the technical rules for USAS.
 - e. Meet Directors who would like to have their meets approved for observation must fill out the appropriate form and then forward the form and meet information to the STX [NTV Chair](#) for approval prior to the start of the meet.

B. Timeline: Hosts should plan their meets well ahead of their dates and submit them for sanctioning, approval, or observation at least 5 days ahead of the meet’s start date. Under most circumstances,

meets are approved in less than 24 hours.

- C. Applying to Host a Sanctioned Meet:** The hosting club must complete the online sanction application, available on the [Sanctions](#) page of the STX website, and submit it with the meet information and entry file to the Sanctions Chair for approval prior to distributing the meet's announcement or accepting any meet entries. The sanction fee is added to the hosting club's South Texas Swimming account.

1. *Step 1: Verify that your club is eligible to host a meet, ~~and that the meet's inclusive dates do not conflict with a bid meet.~~*
 - ~~Clubs must attend the annual STX House of Delegates meeting to sanction meets for the upcoming year. A list of clubs denied sanctions under this provision is available on the [Sanctions](#) page of the STX website.~~
 - ~~Host Clubs must be currently certified as a [Safe Sport](#) Recognized Program when the sanction is issued and at the time of the meet. The current Safe Sport Recognition Program status of all STX clubs is posted on the [Clubs](#) page on the STX website.~~
 - Clubs must be in good standing with USA Swimming and South Texas Swimming, and shall not be delinquent in submitting any fees or fines, meet results, Meet Referee's reports, financial summaries, or any other required documentation or fees.
 - This rule applies to all locations of a club. If any club location has delinquent fees or items, then no meets can be sanctioned using that club's code, regardless of location.
 - The Head Coach must be in good standing with USA Swimming and STX rules as of the meet's inclusive dates.
 - The Head Coach, Meet Director, and all officials must be current members of USAS in good standing as of the meet's inclusive dates, and must have consented to working the meet and being listed on the sanction application.
 - The Meet Director listed on the sanction application may not also be listed on another sanction application for a meet with overlapping/conflicting dates and times.
 - A minimum of three officials must be listed on the sanction application for dual meets, intrasquad meets, and development meets. For all other meets, a minimum of four officials must be listed on the sanction application.
 - For dual meets, intrasquad meets, and development meets, three unique officials must be included, by name, on the sanction application as having committed to work the meet, and each of these three officials must be fully certified in one of the required positions: a Deck Referee (who serves as Meet Referee and who may also act as a Stroke & Turn Judge), an Administrative Official, and a Starter (who may also act as a Stroke & Turn Judge).
 - For meets that are not dual meets, intrasquad meets, or development meets, four unique officials must be included, by name, on the sanction application as having committed to work the meet, and each of these four officials must be fully certified in one of the required positions: a Deck Referee (who serves as Meet Referee), an Administrative Official, one official certified as a Starter, and one additional official who must be minimally certified as a Stroke & Turn Official.
 - After sanctioning, any changes to the meet's type must be communicated to the Sanctions Chair to confirm and verify that the correct number of officials will be present at the meet and to change the meet's type in OTS.
 -  The meet host must obtain the prior consent of ~~these~~ the officials to list them on the sanction application. All ~~four~~ listed officials must be current members of USAS in good standing as of the meet's inclusive dates, and they must be fully certified for their positions by their corresponding LSCs.
 -  Officials who are Stroke & Turn trainees cannot be listed on a sanction application.
 -  Officials who are trainees in the positions of Admin Official, Deck Referee, or Starter may not be listed in that position on a sanction application. However, if the official is fully

certified in another position, then the official may be listed on the sanction application in that fully certified position.

- Example: An official who is an Administrative Official trainee, but is fully qualified as a Stroke & Turn Official, may be listed as a deck official, but not as the meet's AO.
- Example: An official who is a Starter trainee, but is fully certified as a Stroke & Turn Official, may be listed as a deck official, but not as the meet's Starter.
- Any of the four The officials listed on the a sanction application may not also be listed on another sanction application for a meet with overlapping/conflicting dates and times.
- More information about officials is posted on the [Officials](#) page on the STX website.
- The meet's time standards must not conflict with any LSC Championship meet hosted by STX on the same date(s). LSC Championship meets are listed on the [Championship Meets](#) page on the STX website.

2. *Step 2: Include the required sections in your meet information, **exactly** as they appear below.* The meet information **must** include the following sections, as they appear below, with yellow highlighting added to indicate information to be inserted by the meet host:

- **Liability:** In granting this sanction it is understood and agreed that USA Swimming, Inc., South Texas Swimming, Inc. (STX), the (insert your club), the (insert the host, venue, facility, etc.), and all meet officials shall be free from any liabilities or claims for damages arising by reason of injuries to anyone during the conduct of the event. Damage to the facility, when proved, will cause the offending swimmer, if unattached, or the offending swimmer's club, if attached, to be held accountable for repairs.
- **Sanction:** This meet has been sanctioned by South Texas Swimming and current USA Swimming rules, including the Minor Athlete Abuse Prevention Policy ("MAAPP"), and any relevant sections of the South Texas Policies & Procedures Manual will apply. 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 participation in the conduct of this competition. All swimmers must be registered as athletes in good standing with USA Swimming as of the meet date(s). Athletes who register with USA Swimming and/or South Texas Swimming after the meet entry deadline may deck enter the meet only if they can present their current USA Swimming membership card using the USA Swimming app (or a coach may present the club's official roster from the USA Swimming app). Athletes who fail to meet this requirement will not be allowed to compete. Conduct of the sanctioned event shall conform in every respect to all technical and administrative rules of USA Swimming.
- **USA Swimming Registration:** All swimmers, coaches, and officials participating in this competition must be current USA Swimming members in good standing as of the meet date(s). No swimmer will be permitted to compete unless the swimmer is a member as provided in Article 302. All should also be prepared to present their USA Swimming membership card using the USA Swimming app as proof of their membership to the Meet Director or designee at any time. Swimmers who 1) late enter when possible; 2) need to be late-entered because of clerical errors by the entering team or the Meet Host; or 3) are not entered in this meet and choose to enter time trials, if offered, will be required to present their USA Swimming ID-membership card using the USA Swimming app (or a coach may present the club's official roster from the USA Swimming app). Current national and LSC regulations do not allow for exceptions to these policies.
 - For championship meets, indicate that only athletes registered as Premium or Seasonal Athlete members may participate, and also include the following statement: Flex Athlete members are not eligible to compete at LSC championship meets.

- **Water Depth:** The minimum water depth, measured in accordance with Article 103.2.3, is **## feet ## inches** at the start end and the turn end is **## feet ## inches** measured for a distance of 1.0 meter to 5.0 meters from both end walls.
- **Course Certification:** The host will ensure the required course dimensions.
- **Age up Date:** The age of the swimmer will be his/her age on **(date)**.
- **Cell Phone Restrictions:** Use of audio or visual recording devices, including a cell phone, is not permitted in changing areas, rest rooms or locker rooms. There are no exceptions to this policy. Violators are subject to disqualification from the meet, disbarment from the facility, and arrest.
- **Unaccompanied Swimmers:** Any swimmer entered in the meet must be certified by a USA Swimming member-coach as being proficient in performing a racing start or must start each race from within the water without the use of the backstroke ledge. 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. All unaccompanied swimmers will be temporarily assigned to a registered USA Swimming coach for warm up, warm down, and competition purposes in order to comply with USA Swimming Rule 202.5.3. The Meet Director or Meet Referee may assist the swimmer in making arrangements for such supervision, but it is the swimmer's responsibility to make sure arrangements prior to the start of the meet.
- **Swimmer Photographs and Videos:** There may be one or more photographers and/or videographers on deck at this meet. In the event such personnel are present, parents or guardians of swimmers under the age of 18 who do not wish to have photos or videos of their athletes made are required to contact the Meet Director prior to the beginning of warm-ups. Photographers and videographers are strongly encouraged to stay out of the area immediately behind the starting blocks, but if present are specifically prohibited from making shots during the start phase of any race.
- **Deck Changing:** Deck changes are prohibited.
- **Drones:** Per USA Swimming Rule 103.13, the 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. Exceptions may be granted with prior written approval by the Programs and Events Committee Chair or designee.
- **Athlete Necessary Accommodations:** Coaches entering swimmers with disabilities that require any accommodations or modifications, including the need for personal assistants and/or registered service animals, must provide advance written notice, accompanying their meet entry file, to the Entry Chair or Meet Director and Meet Referee by the entry deadline. A disability is defined as a PERMANENT physical or mental impairment that substantially limits one or more major life activities. Failure to provide advance notice may limit the meet host's ability to accommodate all requests. The suggested form can be downloaded [here](#). In any meet that may include one or more swimmers with visual, hearing, cognitive, or physical disabilities, the judging of such competitors shall be in accordance with the current USA Swimming Rules and Regulations, including Article 105.
- **Medical Supervision:** During the meet, **[lifeguards, EMT, AED device, etc.]** will be present to provide any necessary medical supervision and treatment for athletes participating in the meet.
- **Officials:** All currently certified and in-training USA Swimming officials are cordially invited to participate. All deck and administrative officials must be current members in good standing with USA Swimming and their local LSC. Please email the Meet Referee with your certification level and availability so **he/she** can plan accordingly. The uniform will be white polo shirts over khaki shirts/pants/skirts and white shoes. Please report to the Meet Referee at least **##** minutes prior to the scheduled start time of the session for the officials' briefing and to receive your assignments. The wearing of name tags is strongly encouraged.
- A copy of the current STX Safety Guidelines and Warm-up Procedures must be included in the meet information. A copy of this policy is available on the [Sanctions](#) page of the STX website.
- Any relevant health directives or waivers must be included in the meet information, per current USAS directives.

- The meet information must contain the statement, “Held under the Sanction of USA Swimming.” The meet information must include the sanction number, which will be in the format ST-[two-digit year]-[sanction number] (such as ST-~~2526~~-01). For closed meets, the sanction number includes “cm” after the sanction number (such as ST-~~2526~~-01cm). For time trials sanctioned separately from the meet with which they are held, the sanction number includes “tt” after the sanction number (such as ST-~~2526~~-01tt). (Note: LSC-level meets that include time trials sessions are not issued separate meet sanctions for time trials. Separate sanctions for time trials sessions are used **only** at national-level championship meets.)

3. *Step 3: Include additional required details in your meet information to describe your meet.*

- The name of the hosting club
- The name of the facility where the meet is being conducted, along with the facility’s physical address (including city, state, and zip code) and a phone number, if available
- Information about the software being used to conduct the meet (usually this is Meet Manager) and the timing/starting system used to conduct the meet
- The classification of the meet type (open, championship, closed, invitational, dual, intrasquad, development, or with time standards)
 - If you are hosting an intra-squad~~closed~~ or invitational meet, detailed information about the eligible athletes and/or clubs invited to the meet
- The order of events
- Entry restrictions for the meet (number of events per day, age requirements, other eligibility requirements, etc.; note that the number of events allowed per day, the age-up date, and certain eligibility requirements are set by USAS and/or STX rule)
- The meet entry fee for individual and relay events, ~~and a notation that the fee includes the STX splash fee of \$1.25 per event~~
- The age-up date, which is the first day of the meet
- A copy of the qualifying times for the meet, if applicable, and any penalties, if applicable, for failing to finish with a qualifying time
- Acceptable sources for proof-of-time, if applicable
- Warm-up times and any additional details about warm-up procedures, if applicable
- Start times for each session
- Detailed information about any awards being given, or a statement that no awards will be given
- Detailed information about any time trials, if applicable, including fees, how to enter, deadlines for entry, etc.
- Detailed information about scratch procedures, if applicable, and any related penalties
- Detailed information for failure to compete, if applicable, and any related penalties
- Detailed information about events that require positive check in and/or a requirement for athletes to provide their own counters and/or timers, if applicable
- The name, phone number, and email address of the Meet Referee, the Administrative Official, Meet Director, and Entries Chair
 - *Note:* The Entries Chair and/or Meet Director may or may not be the same person as one of the other meet officials.
- The meet entry deadline, which should be at least 5 days prior to the meet’s start date, along with any additional information, such as when, how, and in what format entries will be accepted and any information about capping the number of entries or athletes, if applicable
 - *Note:* Meet hosts using the USA Swimming Online Meet Entry (OME) system may set the meet entry deadline with any number of minimum days prior to the meet’s start date. It is strongly recommended to recon meets with your Regional SWIMS User, even when using OME, to identify any registration or timing issues that may not be set up correctly by the meet host in OME.

- Information about deck entries, including how to enter, entry deadlines, any restrictions (such as subject to open lanes) fees, and a note indicating that swimmers not previously registered for the meet must present their USA Swimming membership card using the USA Swimming app, or a coach may present the club's official roster from the club's USA Swimming app.
 - *Note:* The decision to allow deck entries at a meet is at the discretion of the meet host.

4. Step 4: Complete the online sanction application (posted on the [Sanctions](#) page) and email your meet information and entry file to the STX Sanctions Chair for approval.

- After making any corrections requested by the Sanctions Chair, the Sanctions Chair will post your meet information and event file on the STX website.

D. Applying to Host an Approved Meet: Approvals may be issued to member clubs for closed competitions (such as YMCAs) conducted in accordance with USA Swimming technical rules. Approvals may be issued to member clubs or to LSCs for open competition conducted in accordance with USA Swimming technical rules if that competition has been specifically approved by the Times & Recognition Committee staff leader (or his/her designee). In the latter case, USA Swimming NTV Form D is required and may be obtained by contacting the [NTV Chair](#). The approval fee is added to the hosting club's South Texas Swimming account.

1. The process for applying to host an approved meet follows the same procedures described for hosting a sanctioned meet. Please follow the procedures outlined in Section C, above.

E. Applying to Host an Observed Meet: Meet Directors who would like to have their meets approved for observation must submit the appropriate form and meet information the STX NTV Chair for approval. The NTV Chair must receive and approve the meet for observation *prior to the start of the meet*. All conditions as listed in USAS Swimming Rules "Requirements for Observed Swims" (Article 202.8) must be met.

1. An observed meet must be approved prior to the start of the meet by the [NTV Chair](#). The Meet Director is asked to submit the meet information and complete the correct STX form. Form A is used to request observation for a non-season culminating championship meet (such as a large invitational meet); Form B is used to request observation for a season culminating championship meet (such as a high school District, Region, or State meet). Both forms, plus the contact information for the NTV Chair, are available on the [Observed Meets](#) page of the STX website.

2. There is no [sanction](#) application fee for an observed meet.

2.3. ~~In addition, swims at an observed meet are not subject to STX splash fees, and sessions~~ Sessions worked [by officials](#) at observed meets are ~~no longer not~~ eligible to be entered into [SWIMS-OTS](#) (as of 2/1/24).

3.4. The following requirements must be met prior to the start of the meet by the respective Meet Host(s):

- a. An NTV Form "A" or "B," as appropriate, must be submitted prior to the start of the meet to the STX NTV Chair.
- b. NTV Form A must be utilized and submitted to the STX NTV Chair when Observation Approval is sought for meets that are not season ending championships. NTV Form B must be utilized and submitted to the STX NTV Chair for meets that are season-ending or culminating championships.
 - 1) Submissions for meets of this type require, in addition to a NTV Form A or Form B, a final draft of the meet information and a letter explaining or justifying why the meet deserves to be approved for observation.
 - 2) The USAS officials who will be "observing" the competition and the Meet Director OR Referee must be specified by the meet host along with their phone numbers.
 - 3) A signature of either the Meet Director or Referee, whichever is specified, is also required.
 - 4) The correct number of properly certified officials as required by the governing body for the observed meet (such as the UIL or USMS) and USAS must be listed on the application. All officials must be in good standing as of the meet's inclusive dates by the respective

governing body (UIL, USMS, and USAS, as applicable).

- 5) The USAS/LSC officials who will be “observing” the competition must be specified along with their phone numbers. The USAS officials may also be “dual certified” by the governing body for the observed meet and USAS.
 - 6) The meet must be conducted in accordance with the USAS timing rules (102.23), racing course dimensions (103.3), and starting platforms (103.14). In addition, the meet must have the minimum number of officials in the required positions.
 - 7) For Form A, once approved by the STX NTV Chair, the submission must also be approved by the USAS Program Operation designee at that level.
 - 8) For Form B, once the necessary approvals have been acquired, the STX NTV Chair will return the signed and approved documents to the submitter, who is then responsible for ensuring they are provided to the meet host as needed.
 - 9) Any meet for which observation is granted will appear on a published calendar maintained on the [Observed Meets](#) page on the STX website.
- c. The Meet Referee is responsible for advising the coaches how observations will be managed and what responsibilities they may have, if any.
 - d. The Meet Referee is responsible for establishing the logistics with regard to how the meet will be officiated to ensure compliance with USAS Rules where applicable and will instruct deck officials as needed.
 - e. The Meet Director or meet’s contact person is responsible for communicating with teams entering the meet that the times for qualifying athletes will be loaded to SWIMS only when the athlete’s full name matches how the athlete’s name appears in SWIMS, the athlete’s correct date of birth, and the athlete’s correct USAS ID number are submitted with the athlete’s meet entries. It is the responsibility of the high school coach (and not the STX SWIMS User) to enter athletes with the correct information when submitting entries to the meet host.

4.5. Once an observed meet has concluded, the Meet Director or Meet Referee is responsible for sending an appropriately modified copy of the Meet Manager SwmmBkup file including any disqualifications of swims that violated the USAS technical rules in those events involving stroke to the Regional SWIMS User within 72 hours of the meet’s conclusion. The Meet Director or Meet Referee also must submit a Meet Referee’s Report to the Regional SWIMS User and the Officials Chair within 72 hours of the meet’s conclusion, along with the names of the USAS officials who were on deck during the observed meet. A sample Meet Referee Report is posted on the STX [Officials](#) page. Results from observed meets cannot be loaded to SWIMS until the Regional SWIMS User receives the Meet Referee’s Report. The SWIMS Users for observed meets are the same as those for sanctioned meets.

- a. Disqualifications of swims that violate the USAS technical rules should be included in the modified version of Meet Manager database for all swimmers entered in the meet, and not just for those known to be current USAS members.

5.6. When time(s) need to be uploaded to SWIMS after the conclusion of an observed meet, this request should be sent directly to the appropriate Regional SWIMS User.

F. Applying to Host an Open Water Event: STX clubs that wish to host open water competitions must complete an application with USA Swimming and meet all safety and other requirements as defined in Articles 701 and 702 of the current USA Swimming Rulebook in effect as of the date(s) of the open water competition.

1. The hosting club must complete the event information document using the current open water meet information template document, which is available on the USA Swimming website (click [here](#), and then click the Sanctioning pill), and must submit the event’s safety plan, course definition, and entry summary/waiver with the sanction application (click [here](#), and then click the Sanctioning pill).

2. After the sanction has been submitted to and reviewed by USA Swimming, the meet host must submit the USAS sanction application and the event information document (including the safety plan, course definition, and entry summary/waiver) to the [Sanctions Chair](#) for sanctioning by STX and for posting on the STX website.
3. The open water event must have the required minimum number of certified officials in effect as of the event dates and as defined in 701.9 of the USA Swimming rulebook, and all officials must be fully certified as USAS open water officials and in good standing as of the event dates. Click [here](#) for more information about requirements for open water officials.
4. The open water event must have an independent safety monitor, meet director, and medical officer.
5. The open water event must have the required number of escort safety crafts, lifeguards, and other medical support personnel for the open water venue.
6. The sanction fee is added to the hosting club's South Texas Swimming account.
7. The open water event must be submitted for registration recon to the appropriate SWIMS User to confirm that all athletes are in good standing as of the event date(s).
 - a. By prior arrangement with the STX Registration Chair, the meet host may request that "Single Day Meet" memberships be offered to allow participation in the event. Individuals applying for this membership type must be Unattached members of USA Swimming and must meet all USAS membership requirements in effect at the time of the event.
8. Open water events are not uploaded to SWIMS.

~~9. Open water events are not subject to splash fees.~~

G. Fees: Hosting a sanctioned or approved meet or open water event requires payment of ~~two separate fees: the~~ sanction application fee ~~and splash fees~~. In addition, hosting teams are subject to fines for rule, registration, and time violations as specified in the South Texas Swimming Policies & Procedures.

1. Sanction Application Fee: The ~~\$25~~ sanction fee is \$175 for each day of the meet or open water event. The sanction fee will be added to the hosting club's South Texas Swimming account. The sanction fee is assessed for sanctioned and approved meets and for open water events.

a. Sanction fees are billed when the meet or open water event is sanctioned and are not refundable if the meet or open water event is cancelled.

b. If a meet host decreases the number of days for a previously sanctioned meet or open water event, there will be no refund of the previously invoiced sanction fee.

c. If a meet host increases the number of days for a previously sanctioned meet or open water event, an additional sanction fee will be added to the meet host's account for each day added to the meet or open water event.

~~1.d.~~ Sanction fees are due for each sanctioned meet or open water event and may not be transferred to new meets or open water events.

2. Splash Fees: Meets conducted on or after September 1, 2025 are not subject to splash fees. After a meet's conclusion, and if the meet is subject to STX splash fees, the meet host is charged splash fees of \$1.25 per splash. The splash fees amount is added to the hosting club's South Texas Swimming account by the Regional SWIMS User when the meet is loaded into SWIMS.

~~• Official splits are not charged splash fees.~~

~~• Open water events are not charged splash fees.~~

3. **Fines:** Any fines incurred during a sanctioned or approved meet or open water event, such as (but not limited to) violations of the four-hour rule, for allowing unregistered or ineligible swimmers to compete, for not having the correct officials on deck, or for late delivery of the Meet Manager backup file or Meet Referee Report, will be added to the hosting club's South Texas Swimming account by the Regional SWIMS User.
- The four-hour rule applies to non-championship meets at which swimmers ages 12 & under are competing. Please see the South Texas Policies and Procedures manual for more information about the four-hour rule.
 - Fines for unregistered or ineligible swimmers and other fees are assessed by the Regional SWIMS User to the meet host's STX account.
 - Fines for not having the correct officials on deck or for late delivery of the Meet Manager backup or receipt of the Meet Referee Report are assessed by the Regional SWIMS User to the meet host's STX account.

III. Procedures Prior to a Meet

- A. **Changes to a Previously Sanctioned Meet or Open Water Event:** After receiving a sanction number, meet hosts may not change a meet or open water event information document, meet type, or the meet or event staff (meet director or meet officials) without prior approval of the Sanctions Chair. Please submit the new meet or open water event information via email to the Sanctions Chair with a description of the changes you are making.
- B. **Meet Entry Deadline and Recon of Entries for Sanctioned and Approved Meets and Open Water Events:** In most cases, a meet's entry deadline should be at least 5 days prior to the meet's start date. The meet host must electronically forward the meet entry file, in the proper Hy-Tek or comparable format, to the Regional SWIMS User for the pre-meet recon. This process verifies that all athletes entered in the meet or open water event are registered with USAS and eligible to compete. If any problems are identified, it is the responsibility of the meet host to work with the teams/athletes to correct these problems prior to the start date of the meet or open water event, and to remove any ineligible athletes from the meet or open water event, if applicable.
1. If the hosting team is collecting entries through OME, it is recommended but not necessary to submit the entry file for recon as OME provides this function. In addition, the host may set the meet entry deadline to be any number of days prior to the meet's start date.
 2. For a championship meet, there might may be a second entry deadline for teams entering athletes achieving a qualifying time after the first entry deadline.
- C. **Meet Management Software & Timing System for Meets:** All meets must be managed with a currently supported version of Hy-Tek Meet Manager or comparable software and an approved timing system that complies with all current USAS and STX rules for competitions.
- D. **Event Management Software & Timing System for Open Water Events:** The start and timing systems must comply with the current requirements as described in Article 701 of the current USA Swimming Rulebook in effect as of the date(s) of the open water competition.

IV. Procedures After an Approved, Observed, or Sanctioned Meet's Conclusion

- A. All required reports must be submitted as soon as possible (but not later than 72 hours) after the meet's conclusion to avoid fines and penalties.
- B. Send the Hy-Tek Meet Manager backup file to the hosting team's Regional SWIMS User within 72 hours of the meet's conclusion.
- C. The Meet Referee must send his or her report to the Regional SWIMS User and the Officials Chair within 72 hours of the meet's conclusion. (You can obtain the information required on the Officials page of the

STX website. There is no form required; an email with the requested information is sufficient.)

- D. Any Reports of Occurrence (accidents) at the meet or open water event must be submitted as soon as possible using the online [Report of Occurrence](#) form available on the USA Swimming website. The Report of Occurrence is submitted any time there is an accident or injury during such USA Swimming activities as sanctioned or approved swim meets, swimming practices, contracted Swim-a-Thons, or approved social events.
- E. Fines for unregistered or ineligible swimmers, four-hour rule violations, or any other fines incurred before, during, or after the meet or open water event will be added to the hosting club's South Texas Swimming account by the Regional SWIMS User. Times for unregistered or ineligible swimmers will not be loaded to SWIMS, per rule.
- F. Per USA Swimming Rule 202.4.12, the organization hosting a sanctioned or approved meet or open water event shall file a financial statement (via the [South Texas Swimming sanctioned meet statement](#)) setting forth all receipts and disbursements in connection with the sanctioned or approved event and submit it within 45 days after the event. The LSC may at any time require the organization to furnish, within 15 days after written request, all receipts and vouchers relating to the sanctioned or approved meet or open water event. No sanction to hold any athletic event of any kind shall thereafter be issued to an organization who has failed or refused to file any statement or affidavit required under any subdivision of Section 202 of the current USA Swimming rule book, until the statement or affidavit is filed, or until such time as the LSC may determine.

V. Additional Policies and Procedures for South Texas Swimming Championship Meets

- A. The B Championships, STX Championships, and STAGS/Senior Championships for the short course and long course seasons are based on the current USA-S National Age Group Motivational Time Standards at the "B," "BB," and "A" and faster times, respectively. Times may be earned in long course meters, short course meters, and short course yards.
- B. Every athlete must have the required qualifying time for Championship Meets and qualify for every event at the meet's qualifying time standard.
 - 1. Exhibition swims are not permitted.
 - 2. All entry qualifying times must be provable via SWIMS.
 - 3. All entry times (except for time trial events) must be within the qualifying time period of the current season plus the past two seasons (one long course, one short course), or approximately 18 months prior to the meet's start date.
 - 4. ~~Disabled athletes~~[Athletes with disabilities](#) may enter all LSC Championship Meets based on the current parallel time standards for athletes with disabilities, based on the swimmer's disability (P1, P2, or P3), age as of the first day of the meet, and gender. Paralympic athletes older than 18 years of age as of the meet start date may compete at the Senior Championship meet if they have the 17-18 meet qualifying time.
- C. Meet Operations
 - 1. The current USA Swimming scratch rule will be in effect for no-shows in Finals.
 - 2. A DFS (declared false start) is not permitted in Finals.
 - 3. Relays will be held after each preliminary session and before distance events.

- D. Meet Information for any bid meet in STX must adhere to the following preparation, review, comments, etc. protocol:
1. Prepared by the Championship Meet Committee from a template, in collaboration with the meet host, meet referee, admin official, and Sanctions Chair.
 2. The approved meet information is sent to the Meet Host for finalization and sanctioning. The meet host must finalize the meet information and submit it to the Sanctions Chair for sanctioning within seven days of receipt to avoid fines.
 3. The sanctioned meet information for STX Championship Meets must be ~~submitted to the Sanctions Chair~~ posted to the STX website by November 30 for the short course season and by April 30 for the long course season to avoid fines.
 4. Any club that bids, wins, and sanctions a bid meet, but then fails to host the event, will be penalized by being barred from sanctioning a meet for 180 days from the bid meet date, unless the failure to host was caused by weather or catastrophic equipment failure.
- E. When time trials are offered, it is the decision of the host team whether athletes must already be entered in the STX Championship Meet. Athletes not already entered in the meet must present their USA Swimming ~~ID~~ membership card ~~or proof of membership~~ using the USA Swimming app (or a coach may present the club's official, roster from the USA Swimming app) to enter time trials. Qualifying times earned during time trials may not be used for entry into the current STX Championship Meet.
- F. The STAGS/Senior Championship short course and long course meets are designated as national qualifying meets for South Texas Swimming officials. The Officials Chair and meet host are responsible for locating and coordinating with an evaluator. The meet information should include the list of positions for evaluation during the meet and the process for requesting an evaluation. STX will pay costs related to the national evaluator travel to and from the meet, according to the financial assistance eligibility requirements for travel reimbursement in place at the time of the travel.
- G. STX (as coordinated by the Age Group Chair) will order, distribute, and pay for awards, bag tags, and banners used at LSC Championship meets.

VI. Contact Information as of ~~3/69/x~~/25: Please contact the correct individual listed below with any questions.

For questions about sanctions or sanctioning a swim meet, for submitting a meet for sanctioning or posting, or for questions about swimmer registrations:

Jessica Evans, Sanctions Chair, Registration Chair
P.O. Box 592793
San Antonio, TX 78259
210-479-0881 ~~x700~~
sanctions@stswim.org
Sanctions page on the STX website: [Click here](#)

For questions about meet recons or loading meets into SWIMS, and for sending meet recon files, Meet Referee reports, and Meet Manager meet results:

Didi Byerly, Regional SWIMS User, All Teams South of Austin including San Antonio, Corpus Christi, Victoria, Laredo, and the Valley:
swims.user.south@stswim.org

Jessica Evans, Regional SWIMS User, All Austin, Buda, and Kyle Area Teams and Teams North of Austin and all Open Water events held in STX:
swims.user.north@stswim.org

For questions about officials or officiating, and for sending the Meet Referee report ([example posted here](#)) after a sanctioned, observed, or approved meet's conclusion:

Marc Digby, Officials Chair

officialschair@stswim.org

Officials page on the STX website: [Click here](#)

For questions about observed meets and submitting applications for approval of observed meets:

Rick Allenstein, NTV Chair

ntvchair@stswim.org

Observed meets page on the STX website: [Click here](#)

Proposal: Sending Athletes & Coaches to the Barbados Open Water Festival

Overview

Adam Depmore proposes sending **eight athletes** and **four coaches** to represent our program at the **Barbados Open Water Festival** this November. This international competition provides athletes with invaluable open water racing experience, cultural exposure, and the chance to elevate our program's profile on a global stage, while also ensuring strong coach-to-athlete support.

Event Details

- **Event:** Barbados Open Water Festival
- **Location:** Carlisle Bay, Bridgetown, Barbados
- **Dates:** November (3 days)
- **Format:** Multiple distance races (1.5K, 3.3K, 5K, 10K), clinics, and international competition exposure

Selection Process

Athletes will be selected for this international opportunity through a **performance-based and age-appropriate process** designed to ensure both readiness and competitive potential:

- **Age Requirement:** Athletes must be **15-18** at the time of the event.
- **Performance Requirement:** Selection will be based on results from the **previous competitive season in the 1650 freestyle**, emphasizing endurance and pacing ability.
- **Additional Considerations:** Training consistency, sportsmanship, and ability to represent South Texas Open Water program with excellence will also be factored into the final selection.

Two (male and female) coaches will be sent to lead each group while including a young coach (under 25) and a team manager. This process ensures that athletes and coach chosen for the Barbados Open Water Festival are both **physically prepared** for the demands of open water competition and **mentally ready** for the international experience.

Rationale

Participation in the Barbados Open Water Festival directly supports our **athlete development model** by:

- Offering **world-class racing opportunities** in open water.
- Providing **international exposure** to training and competition standards.
- Developing athlete independence, resilience, and cultural awareness.
- Reinforcing **South Texas culture** through shared travel experiences.
- Ensuring athlete safety and guidance with a **2:1 athlete-to-coach ratio**.

Travel Group

- **Athletes:** 8, selected through the above process.
- **Coaches:** 4, to ensure proper athlete management, safety, and technical support.

Budget Estimate

Lodging Assumptions

- **Double occupancy rooms** (2 people per room)
- **Total travelers:** 12 (8 athletes + 4 coaches)
- **6 rooms needed** for 3 nights

Expense Category	Cost Per Person	Total (12 Travelers)
Airfare (round-trip)	\$800	\$9,600
Accommodation (3 nights, shared)	\$225 (avg.)	\$2,700
Meals	\$60/day = \$180	\$2,160
Event Entry Fees	\$100 (athletes only)	\$800
Ground Transportation	—	\$200 (total)
Misc. (gear, insurance)	—	\$0
Total	—	\$15,460

Note: Costs are estimates based on group bookings and shared accommodations. Final expenses may vary depending on airfare and hotel rates at time of booking.

Funding Options

Funding can be achieved through a mix of:

1. **Budget allocation**
2. **Parent/athlete contributions**
3. **Targeted sponsorships and fundraising** (corporate logos on team gear, social media/website recognition, trip recap event).

Expected Outcomes

- Athletes gain **international racing experience** against elite open water swimmers.
- Coaches strengthen open water **safety, preparation, and race strategy** support.
- Increased visibility and credibility for South Texas's Open water program.
- Development of **resilience, leadership, and cultural awareness** in athletes.
- Stronger community recognition of the commitment to providing world-class opportunities.

Next Steps

- Secure funding approval at HOD meeting.
- Finalize athlete roster based on **selection process**.
- Confirm coaching assignments.
- Book flights and accommodations (group discount opportunities).
- Begin athlete preparation and orientation.