

Coaches Information Packet



March 15, 2015

Dates to Remember

Date	Time	Item
Thursday, March 5	12 p.m.	Flower Order due *
Friday, March 6	2 p.m.	T-Shirt Order due *
Friday, March 13	12 p.m.	Line-Up Form due *
Friday, March 13	12 p.m.	March-In Order form due *
Sunday, March 15	12:15 p.m.	Open Gym / Training Room
Sunday, March 15	2 p.m.	West Regional/WIAC Championships begin

* Please e-mail these items to Jayne Cole, Event Coordinator, at jcole08@hamline.edu

Ticket Information

\$10 per adult

\$7 for students, seniors (65+), and children

Students of participating schools will be allowed in free with a school ID

Children 5 and under are free

Championship Personnel

Director of Athletics

Jason Verdugo
jverdugo@hamline.edu
651-523-2035

Championship Director

Chris Hartman
chartman01@hamline.edu
651-523-2716

Head Gymnastics Coach

Doug Byrnes
dbyrnes@hamline.edu
651-523-2383

Associate Director of Athletics

Beth Rittler-Bjork
bbjork@hamline.edu
651-523-2838

Sports Information Director

Dave Wright
dwright08@hamline.edu
651-523-2786

Head Athletic Trainer

Jason Ellenbecker
jellenbecker01@hamline.edu
651-523-2249

Event Management Coordinator

Jayne Cole
jcole08@hamline.edu
651-523-2033

Marketing Coordinator

Halsey Aitchison
haitchison01@hamline.edu
651-523-2033

Championship Facilities

Competition Area: Hutton Arena
1569 Hewitt Avenue
Saint Paul, MN 55104

Practice Area: Lloyd W.D. Walker Fieldhouse
1550 Taylor Avenue
Saint Paul, MN 55104

Parking

Tournament attendees will be able to park in any Hamline University parking lot on the day of the event. Street parking also be available.

There is no reserved parking for buses. It is suggested to use the Drew Lot or street parking on Holton Avenue. Please refer to the campus map for directions and lots.

Parking in front of Hutton Arena on Hewitt Avenue is **not permitted** at any time.

Facility Evacuation Plans

Fire Evacuation

In the event a building needs to be cleared for safety reasons, Hamline University has determined the routes for orderly evacuation and will direct you to the authorized assembly areas. The primary assembly area for the Walker Fieldhouse and Hutton Arena is Klas Field.

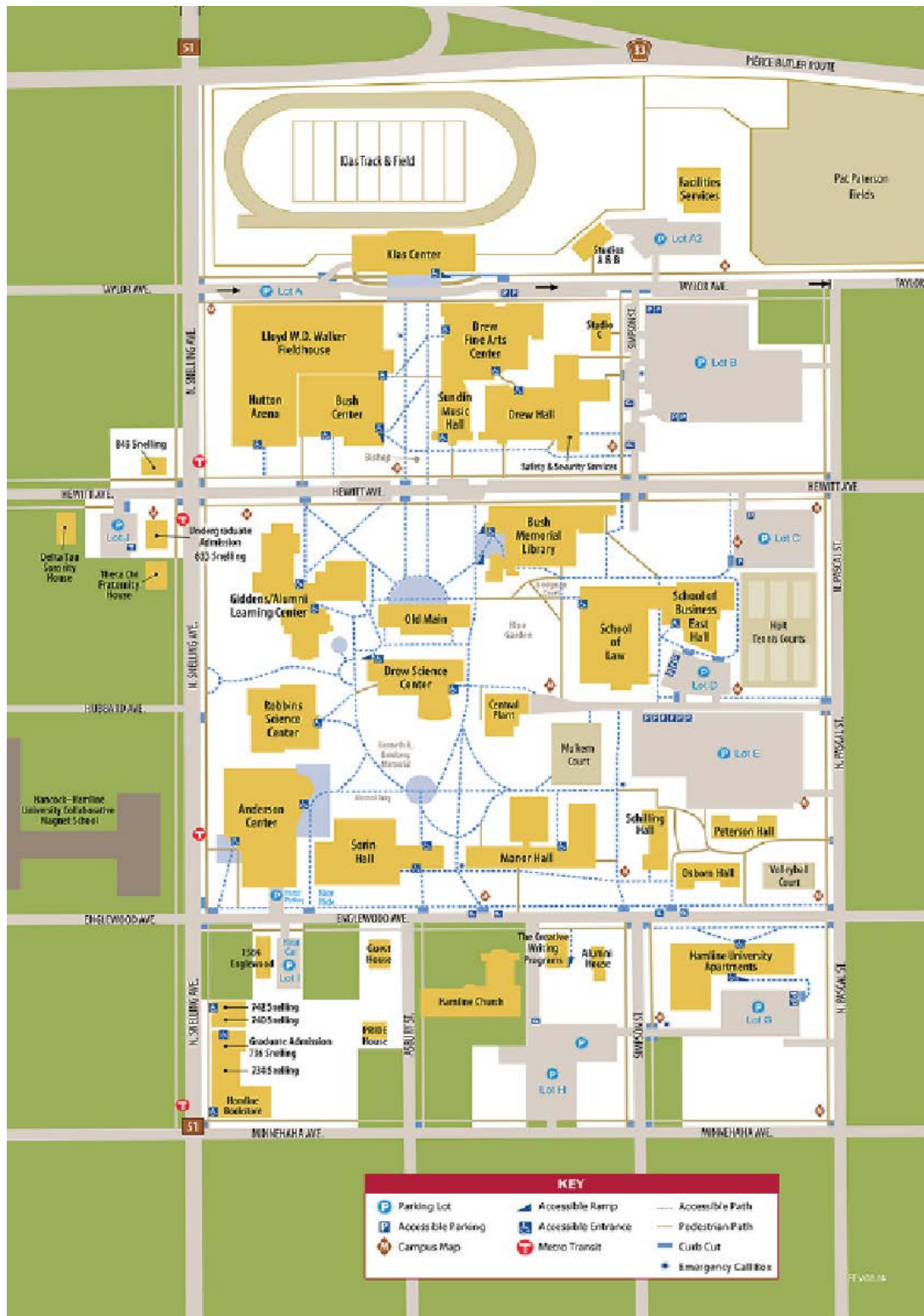
Severe Weather/Tornado

In the event of severe weather, instructions may be given for building occupants to seek shelter. In case of severe weather emergency, Hamline has predetermined the closest place to shelter until the all clear is sounded.

The shelter locations for the Walker Fieldhouse are the basement offices.

The shelter location for Hutton Arena are the basement restrooms and locker rooms.

Hamline University Campus Map



Championship Schedule – March 15

11 a.m.	Athletic Training Room opens for Flight A
11:30 a.m.	Athletic Training Room opens for Flight B
11:30 a.m. - 12 p.m.	Coaches Meeting Room: Bush Center HUB Judges Meeting Room: WFH #37
12:15 - 12:45 p.m.	Flight A: Open Stretch, Warm-Up Area
12:50 - 1:15 p.m.	Flight A: Line Tumble, Competition Gym
12:45 - 1:15 p.m.	Open Stretch, Warm-Up Area
1:20 - 1:35 p.m.	Flight B: Line Tumble, Competition Gym
1:20 - 1:38 p.m.	Flight A: Warm-Up First Rotation
1:45 - 1:55 p.m.	Prepare for March-In
2:00-2:15 p.m.	March-In
2:15-2:20 p.m.	5 Minute Touch for Flight A
2:20 p.m. (<i>approx</i>)	Flight A Begins Competition Flight B Begins Warm-up – 18 Minute Warm-Up First Event
6 p.m.	Awards Ceremony

Warm-Ups: 18 minutes per rotation in order of competition

Competition: 5 minute touch requirement prior to the first rotation for Flight A.

Thereafter, 4 minute touch prior to competition on each event with the exception of vault which will have a 4:30 minute touch requirement on rotations 2 through 8.

Music

*an audio specialist will be available to assist with music should you need assistance.
iPods and CDs are encouraged.*

Rotations

The rotation for the WIAC Championships/NCGA West Regional will be determined on the basis of the final rankings of the season.

Teams ranked #1, #3, #5 and #7: Flight B

Teams ranked #2, #4, #6 and #8: Flight A

Events assigned to each ranking will be determined by a random draw performed by the conference office.

Athletic Training Services

Medical Coverage:

A Certified Athletic Trainer and physician will be available throughout the entire competition and training session. The training room will open three hours before competition. Teams that will be traveling without a trainer or have special needs beyond heat and ice should contact the assistant athletic trainer at Hamline, Kristen Fosness (651-523-2249 or 612-803-9790).

Athletic Training Services:

The athletic training facility in the Walker Fieldhouse will serve as the primary location for services and pre-competition preparation. It will be available for teams prior to all competition and practice as listed in the championship schedule. The facility will induce the following modalities that will be available for use during the tournament:

- **Heat**
- **Ice**
- **Ultrasound**
- **Electrical Stimulation**
- **Taping**

In order to serve your athletes better, please send a written order and description from your team physician or athletic trainer of any electrical modalities with the settings and parameters for application with your traveling party. The facilities will be monitored and supervised by a Certified Athletic Trainer during the competition.

The following will be provided to you on the competition floor during the meet:

- **Water with cups**
- **Ice chest with bags & wrap**
- **Biohazard bags/ cleaning supplies**
- **Emergency first aid equipment**

On site athletic training staff and students will also be available with splints, an AED, and emergency equipment to assist with any emergency situation.

Letter on Sports Medicine Coverage

The Athletic Training staff at Hamline University would like to welcome you to the WIAC/NCGA West Regional Gymnastics Championships. The Athletic Training staff will be happy to assist you in any way possible.

If you have special needs, please notify us prior to your visit. If modalities are needed, a note detailing parameters is needed from your physician or certified athletic trainer. Please send appropriate supplies with any taping needs. All modality treatments will be done in the Athletic Training room located in the Walker Fieldhouse.

The Athletic Training room is equipped with ice cups, ice bags, ice buckets, whirlpools, ultrasound, electrical stimulation, hydrocollators, and compression. The Athletic Training room will be open three hours before the event. Teams arriving the previous night are free to use the Athletic Training room if needed. One of our team physicians will be in attendance for the duration of the meet.

Local emergency facilities include Regions Hospital, University of Minnesota Hospital (Riverside location), and Hennepin County Medical Center. Phone numbers for those locations will be available at the time of the meet.

Jason Ellenbecker, ATC
Head Athletic Trainer
Hamline University
jellenbecker01@hamline.edu

Lodging Information

Saint Paul

Best Western	1010 Bandana Boulevard West	651-647-1637
Country Inn and Suites	2905 Snelling Avenue North	651-628-3500
Embassy Suites	175 East 10th Street	651-224-5400
Double Tree by Hilton	411 Minnesota Street	651-291-8800

Roseville

Radisson	2540 Cleveland Avenue N	651-636-4567
Courtyard Marriott	2905 Centre Pointe Drive	651-746-8000
Fairfield Inn & Suites	3045 Centre Pointe Drive	651-636-7869
Days Inn	2550 N Cleveland Ave	651-636-6730

Restaurant Information

Saint Paul

Subway	Klas Center, Hamline	
Subway	1277 University Ave W	651-647-9476
Culver's	1491 University Ave W	651-797-3467
Jimmy Johns	2446 University Ave W	651-646-4777
Toppers Pizza	1154 Grand Ave	651-221-9000
Bruegger's Bagels	800 Grand Avenue	651-221-1909
avanni's Pizza	41 Cleveland Ave S	651-690-4848
Wendy's	1770 University Ave W	651-647-0751
Noodle's and Company	470 Hamline Ave N	651-646-8285
Leeann Chin	1360 University Ave W	651-644-1061
Snuffy's Malt Shop	1125 Larpenteur Ave W	651-488-0241
Green Mill	57 Hamline Ave S	651-698-0353
Twisted Fork	1342 Grand Ave	651-690-5901
Cossetta's	7 th Street W	651-222-3476
Groundswell Coffee Shop	1340 Thomas Ave	651-645-6466
Starbucks	Anderson Center, Hamline	
Ginkgo's Coffee Shop	721 N Snelling Ave	651-645-2647
Tea Garden	1692 Grand Ave	651-690-3495
Jamba Juice	1577 Grand Ave	651-695-0080

Roseville

Smash Burger	Har Mar Mall	651-251-0220
Applebee's	1893 Highway 36 W	651-697-0658
Buffalo Wild Wings	1777 County Road B2 W	651-636-9464
Granite City Brewery	The Plaza at Rosedale Center	651-209-3500
Olive Garden	1525 County Road C W	651-638-9557
Romano's Macaroni Grill	Rosedale Center	651-633-2148
Green Mill	Rosedale Center	651-633-2100
Famous Dave's	2131 Snelling Ave N	651-633-4800
Panera Bread	The Plaza at Rosedale Center	651-288-1015
St. Paul Baglery & Deli	1702 Lexington Ave N	651-488-1700
Potbelly	The Plaza at Rosedale Center	651-636-1688
Jimmy John's	1631 County Road C	651-636-1555
Chipotle	The Plaza at Rosedale Center	651-633-2300
Baja Sol	Har Mar Mall	651-697-9000
Big Bowl	Rosedale Center	651-636-7173

2015 Line Up Form

Due Date: Friday, March 13 at 12 p.m.

Complete and e-mail to Jayne Cole – jcole08@hamline.edu

Team Name: _____

Vault

1. _____

2. _____

3. _____

4. _____

5. _____

6. _____

Alt: _____

Bars

1. _____

2. _____

3. _____

4. _____

5. _____

6. _____

Alt: _____

Beam

1. _____

2. _____

3. _____

4. _____

5. _____

6. _____

Alt: _____

Floor

1. _____

2. _____

3. _____

4. _____

5. _____

6. _____

Alt: _____

Complete and e-mail to Jayne Cole – jcole08@hamline.edu

Coaching Staff: _____

Hamline University | Department of Athletics | 1536 Hewitt Avenue, MS-A1795 | Saint Paul, MN 55104-1284

2015 Equipment List – Practice Gym

Vault

Elite Vault Table LZT/Tac 10
1 3/8" Padded Runway
20cm Vault Anchor System
(1)8x15.5x20 cm
(1)8x4x20 cm
7x10x8" Skill
cushion
7x10x4" Throw
mat
Safety Zone
Moveable Resi Pit

Bars

Elite Bar Set
(2) 8x15.5x20 cm
8x12x20 cm
7.5x5x20 cm
7x10x8" Skill
cushion
7x10x4" Throw
mat
Free Standing leg package/Bottles
Uneven bar adapter set

Plywood Mounting Board
Chalk
bin
Scrapers
(2) Water Bottles

Beam

Elite Beam
20 cm Leg pad system
Elite Beam Upright pads
(4) 8x15.5x20 cm
8x12x20 cm

5x10x8" Skill Cushion

7x10x4" Throw mat
Plywood Mounting Board

Floor

Stratum Deck
45'x45' fem carpet
5x10x8" Skill Cushion
7x10x4" Throw mat

Additional Items

Chalk trays
(2) 4.5x10' Impact
(Sting) mat

LZT Springboard
(2) Stratum Springboard
Resi Pit

2015 Equipment List – Competition Gym

Floor	<ul style="list-style-type: none"> (1) Stratum Deck (1) 45' x 45' fem carpet (7) 2" x 6' x 42' Roll Foam (1) Foam Boarder (1) 7'x10'x4" Throw Mat (1) 5'x10'x8" Skill Cushion (1) 4.5'x10' Sting Mat 	Misc	<ul style="list-style-type: none"> (1) Chalk Tray (5) Score Flashers (2) Wire Brushes (2) Water Bottles (1) Tape Measure (1) case of chalk (2) AAI Mount trainers
Bars	<ul style="list-style-type: none"> (1) Elite bars (1) 5 x 7.5 x 12 cm. (2) 8 x 15.5 x 12 cm. (1) LZT board (1) 5 x 10 x 8" (1) 7 x 10 x 4" throw mat (1) 4.5 x 10' Sting (1) Free Standing leg package/bottles (1) Uneven bar adapter set (1) 8x12x12cm 		
Vault	<ul style="list-style-type: none"> (1) Elite Vault Table LZT/Tac 10 (1) 1 3/8" Padded runway (2) Vault Boards (1 LZT, 1 Stratum) (1) 12cm Vault anchor system (1) 8X15.5X12cm (1) 5 x 10 x 8" Skill cushion (1) 5 x 10 Sting mat (1) 7 x 10 x 4" Throw mat (1) Safety Zone (1) Round off pad (1) 4'x8'x12cm slab (1) Level 3 Vault System 		
Beam	<ul style="list-style-type: none"> (1) Elite beam (1) 12 cm. Leg pad system (1) Elite beam upright pads (4) 8 x 15.5 x 12 cm mats (1) 5 x 10 x 8" Skill cushion (1) 4.5 x 10 Sting mat (1) 7 x 10 x 4" Throw mat (1) LZT Board (1) 8x12x12cm mat 		

Floral Order Form

Due Date: Thursday, March 5 at 12 p.m.

Complete and e-mail to Jayne Cole – jcole08@hamline.edu

Checks payable to: Hamline University

Team Name: _____

Contact Person: _____

1. Choose the bouquet (hand-held, arranged with greens):

		# of bouquets	Total Price
One Carnation	\$4 each	_____	_____
One Rose	\$5 each	_____	_____
Three Carnations	\$7 each	_____	_____
Three Roses	\$12 each	_____	_____
Five Carnations	\$10 each	_____	_____
Five Roses	\$18 each	_____	_____

2. Choose flower color (circle choice):

Carnation choices:

White
Burgundy
Yellow
Red
Purple

Rose choices:

White
Yellow
Red
Purple

3. Choose ribbon color (circle choice):

Red	Green	Yellow
Burgundy	Orange	White
Black	Navy Blue	Purple

T-Shirt Order Form

Due Date: Friday, March 6 at 2 p.m.

Complete and e-mail to Jayne Cole – jcole08@hamline.edu

Checks payable to: Hamline University

Team Name: _____

Contact Person: _____

Short sleeve T-Shirt: \$20 each Qty: S _____ Med _____ L _____ XL _____

Long Sleeve Dry Fit: \$30 each Qty: S _____ Med _____ L _____ XL _____

Notes:

- There will be no late sale inquiries accepted after Friday, March 6.
- All orders are final – there are no changes, returns or exchanges.
- Items will be delivered to Hamline University and will be available for pick up by the team contact on Sunday, March 15.
- Schools are responsible for payment to Hamline University and collecting individual payment from the gymnasts, family, and friends.

