

Special Olympics PA - West Region Spring 2024-25 Calendar

Task/Project	Date	Responsible	Notes
Spring Site Registration Form	Nov 1 - Dec 1	Head Coaches	Indicate where training sites will occur for the season
Spring Sign-up Form	Dec 15 - Mar 1	Athletes/Volunteers	Everyone (athletes and volunteers/coaches) interested in participating in the season MUST complete this sign-up form
Coach Certification Requests	Jan 15	Coaches	Inform your RSD of sport coach certification needs
Spring Coach Training Schools	January - February	HQ & RSD	List of Training Schools and Registration links are posted in the NEW Portal, you must REGISTER to attend a Training School. Timing is sport dependent.
Spring Pre-season Coach webinars	Jan 27 - Feb 4	HQ	Webinars to inform coaches in areas of emphasis and rule changes for the upcoming season, at least 1 coach per training site should plan to attend - recording will be posted to Sports Offered page of website.
Spring Regional Pre-season coach meetings	Feb 10 - 21	Regions	Regional meeting to review region specific events/info
Spring Sectional Event Registration Info Shared	February 14	HQ	Will include team sport age group breakdown and events being offered at that competition
Declare participants for Spring Sectionals competition and work with Program Leader on LOI	March 12	Head Coach	Follow the Regional process for your program to submit LOI requests. You can use the LOI interest column within the Tracker to keep track of this information.
Spring Sectional LOI Due	March 13	Local Teams/Regions	LOI = Letter of Intent should be submitted by Program Leadership or Regional Staff.
Spring Season Begins	March 15	Local Teams	To be eligible for State Games athlete MUST complete 8 weeks of training prior to that event, this can include dryland training.
Spring Sectional Final Allocations	March 15	HQ	HQ will provide final number of slots for event
Spring Sectional Roster Finalized by Coaches	March 17	Head Coach	Based on final allocations, coaches update athletes and volunteers attending the event and identify their role within column H on the Event Registration tab. Additional volunteers who plan to attend event but are not listed on Tracker need to be shared with RSD.
Spring Sectionals Rosters added to GMS	March 18	Regions	RSDs will pull list into GMS project
Spring Sectional Registration	March 27	Local Teams/Regions	Event registration deadline: Complete Event Registration info for each athlete/UP attending on the Roster tab of Tracker (starts in column J)
Spring Season Eligibility deadline & Team Sport Age Exemption deadline	March 29	Regions	Athletes and coaches who have completed the Sign-Up Form must have all required paperwork completed by this time; those that do not will be scratched from rosters. All team sport age exemption requests must be submitted by this date. Coaches joining after this date must have all Class A requirements (valid background check and trainings) before attending a practice. Athletes looking to join after this date need to work with their respective Regional Team.
Western Spring Sectional Competition Eligibility deadline	April 4	Regions	All participants registered for this event who have not met eligibility criteria (clearances, trainings or medical) will be scratched from the event
Western Spring Sectional Scratch/Activation deadline	April 7	Local Teams/Regions	Last chance to scratch/add or make updates to athlete scores
Summer Games Event Registration Info Shared	April 11	HQ	HQ to send event information
Western Spring Sectional	April 12	HQ/Three Rivers	Carnegie Mellon University, Pittsburgh, Pa
Summer Games LOI Due	May 1	Local Teams/Regions	LOI = Letter of Intent should be submitted by Program Leadership or Regional Staff.
Summer Games Final Allocations	May 2	HQ	HQ will provide final number of slots for event
Summer Games Roster Finalized by Coaches	May 5	Head Coach	Based on final allocations, coaches update athletes and volunteers attending the event and identify their role within column H on the Event Registration tab. Additional volunteers who plan to attend event but are not listed on Tracker need to be shared with RSD.
Summer Games Rosters added to GMS	May 6	Regions	RSDs will pull list into GMS project
SG Housing Form shared with Programs	May 11	HQ	HQ will provide housing list to Programs
Summer Games Housing and Attendee list due	May 15	Local Teams/Regions	Event registration deadline - confirm athletes via delegation report, add coaches/volunteers, complete housing
Summer Games Competition Eligibility deadline	May 28	Regions	All participants registered for this event who have not met eligibility criteria (clearances, trainings or medical) will be scratched from the event
Summer Games Scratch/Activation & Scores deadline	May 29	Local Teams/Regions	Last chance to scratch/add or make updates to athlete scores
Summer Games	June 5-7	HQ/The Wilds	Penn State University, State College, PA

Color Key:			
Staff: HQ and/or Regions		Northwest	Douglas Chuzie, dchuzie@specialolympicspa.org
Regions		Wilds	Jennifer Tresp, jtresp@specialolympicspa.org
Local Teams (Head Coaches/Volunteer Leaders)		Region 3	Madi Welliver, mwelliver@specialolympicspa.org
Participants (Athletes/Volunteers)		Northeast	Tom Robinson, trobinson@specialolympicspa.org
	Regional Contacts	GLVPR	Jason Merola, jmerola@specialolympicspa.org
		Region 6	Brynne Wacker, bwacker@specialolympicspa.org
		CAR	Shannon Pechart, spechart@specialolympicspa.org
		Region 8	Michelle Baranowske, mbaranowske@specialolympicspa.org
		Three Rivers	Jessie Merckle, jmerckle@specialolympicspa.org
	Headquarters Contacts	Michelle Boone, mboone@specialolympicspa.org (Overall Season)	
		Bruce Bach, bbach@specialolympicspa.org (All Competitions/Fall Fest lead)	
		Erika Christiansen, echristiansen@specialolympicspa.org (Central Event lead)	