

# 2025 WINTER GAMES COACHES HANDBOOK

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## *Philosophy*

Special Olympics is founded on the belief that people with intellectual disabilities can, with proper instruction and encouragement, learn, enjoy and benefit from participation in individual and team sports, adapted as necessary to meet the needs of those with special mental and physical limitations.

Special Olympics believes that consistent training is essential to the development of sport skills, and that competition among those of equal ability is the most appropriate means of testing these skills, measuring progress and providing incentives for personal growth.

Special Olympics believes that through sports training and competition, people with intellectual disabilities benefit physically, mentally, socially and spiritually; families are strengthened, and the community at large, both through participation and observation, is united in understanding people with intellectual disabilities in an environment of equality, respect and acceptance.

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## *Mission*

The mission of Special Olympics Wisconsin (SOWI) is to provide year-round sports training and athletic competition in a variety of Olympic-type sports for children and adults with intellectual disabilities, giving them continuing opportunities to develop physical fitness, demonstrate courage, experience joy and participate in a sharing of gifts, skills and friendship with their families, other Special Olympics athletes and the community.

***Special  
Olympics***  
*Wisconsin*



## *General Schedule*

| Saturday, February 8, 2025 |  |                                |
|----------------------------|--|--------------------------------|
| 11:15 a.m. – 2:30 p.m.     | Lunch  | Venue Sites                    |
| 11:00 a.m. – 2:00 p.m.     | Alpine & Snowboard Competition                       | Granite Peak                   |
| 12:00 p.m. – 3:00 p.m.     | Snowshoe & Cross Country Ski Competition             | Nine Mile Forest               |
| 11:00 a.m. – 3:00 p.m.     | Athlete Leader Activation Station                    | Nine Mile Forest               |
| 2:00 p.m. – 5:00 p.m.      | <i>TO BE DETERMINED</i> - Recreational Swimming Open | Stoney Creek Inn               |
| 5:00 p.m. – 6:30 p.m.      | Dinner Buffet  | Stoney Creek Conference Center |
| 6:00 p.m.                  | Alpine Awards  |                                |
| 6:30 p.m.                  | Celebration Ceremony                                 |                                |
| 7:00 p.m. – 9:00 p.m.      | Dance  |                                |
| Sunday, February 9, 2025   |  |                                |
| 8:30 a.m. – 9:30 a.m.      | Pancake Breakfast                                    | Nine Mile Forest               |
| 10:00 a.m. – 12:30 p.m.    | Snowshoe & Cross Country Ski Competition             | Nine Mile Forest               |



Wausau & Marathon County  
**Parks, Recreation  
 & Forestry**

# Competition Schedule

**Alpine Skiing & Snowboard Racing: Granite Peak at Rib Mountain State Park**  
*Athletes will compete in bib number order (low to high), regardless of division number.*

## Saturday, February 8, 2025

|                         |  |
|-------------------------|--|
| 9:15 a.m. – 10:00 a.m.  | Coaches check-in at Lower Historic Chalet                        |
| 10:15 a.m. – 10:45 a.m. | Course inspection  |
| 11:00 a.m. – 2:00 p.m.  | Slalom, Giant Slalom, and Super G finals                         |
| 6:00 p.m.               | Alpine/Snowboard Awards<br>at Stoney Creek Inn Conference Center |

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## **Snowshoe Racing: Nine Mile Forest**

### Saturday, February 8, 2025

|            |  |
|------------|--|
| 12:00 p.m. | 4 x 200M (final)<br>800M (final)<br>200M (div) |
| 1:00 p.m.  | Young Athletes<br>50M Demonstration            |
| 1:15 p.m.  | 50M (div)<br>100M (div)                        |
| 2:45 p.m.  | 4X100M relay (div)                             |

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### Sunday, February 9, 2025

|            |   |
|------------|---|
| 10:00 a.m. | 200M (final)                            |
| 10:30 a.m. | 50M (final)                             |
| 11:00 a.m. | 100M (final)                            |
| 11:45 a.m. | 400M (final)<br>4x100M relay<br>(final) |

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## **Cross Country Skiing: Nine Mile Forest**

### Saturday, February 8, 2025

|            |                             |
|------------|-----------------------------|
| 12:00 p.m. | 3K (final)                  |
| 12:30 p.m. | 500M (div)                  |
| 1:15 p.m.  | 100M (final)<br>50M (final) |
| 1:45 p.m.  | 1K (div)                    |
| 2:00 p.m.  | 7.5K (final)                |

### Sunday, February 9, 2025

|            |                           |
|------------|---------------------------|
| 10:00 a.m. | 1K (final)                |
| 10:45 a.m. | 5K (final)                |
| 11:30 a.m. | 500M (final)              |
| 12:15 p.m. | 4 X 500M relay<br>(final) |

Updated team rosters for Sunday competition will be available at the Hotel Tournament Central on Saturday night or Nine Mile Tournament Central on Sunday morning.

# *Meal Schedule & Menu*

Please keep in mind that the menu is approximate and some food items may not be available. Every registered coach, chaperone, and athlete will be served meals only if they are wearing an SOWI State Winter Games ID badge and have a meal ticket. Menus are anticipated and subject to change.

## Saturday, February 8

*Lunch: Provided to all registered delegates (orange ticket)*

Cross Country Skiers & Snowshoe Racers – Nine Mile Forest

11:15 a.m. – 2:30 p.m.

Menu: Soup

Water, Coffee, and Hot Chocolate Available for all.

Alpine Skiers & Snowboarders – Granite Peak at Rib Mountain State Park  
immediately following competition

Menu: Sandwich, chips, and water

*Dinner Buffet: Provided to delegates registered in Plan B or Plan D (blue ticket)*

Stoney Creek Conference Center

5:00 p.m. – 6:30 p.m.

Menu: Baked Chicken, Swedish Meatballs, Garlic & Herb Roasted Red Potatoes, Peas & Carrots, Corn Bread Stuffing, Assorted Cookies

## Sunday, February 9

*Breakfast: Provided to delegates registered in Plan B or Plan D (yellow ticket)*

Cross Country Skiers & Snowshoe Racers – Nine Mile Forest

8:30 a.m. – 9:30 a.m.

Menu: Pancakes, Sausage, Juice, Coffee

# *Directions to Venue Sites from Highway 51/I-39*

## **Stoney Creek Inn & Conference Center Rothschild:**

1100 Imperial Ave, Wausau, WI 54474

(715) 355-6858

Exit for US 51 North and merge onto US 51 Business North. Turn right onto Imperial Ave. Turn left onto Stoney Rivers Drive. Hotel will be on your left.

## **Granite Peak at Rib Mountain State Park:**

3605 Mountain Rd, Wausau, WI 54401

(Alpine Skiing/Snowboard venue)

Exit onto County Road NN and travel west. Stay on Highway NN approximately one mile and turn left on Snowbird Avenue.

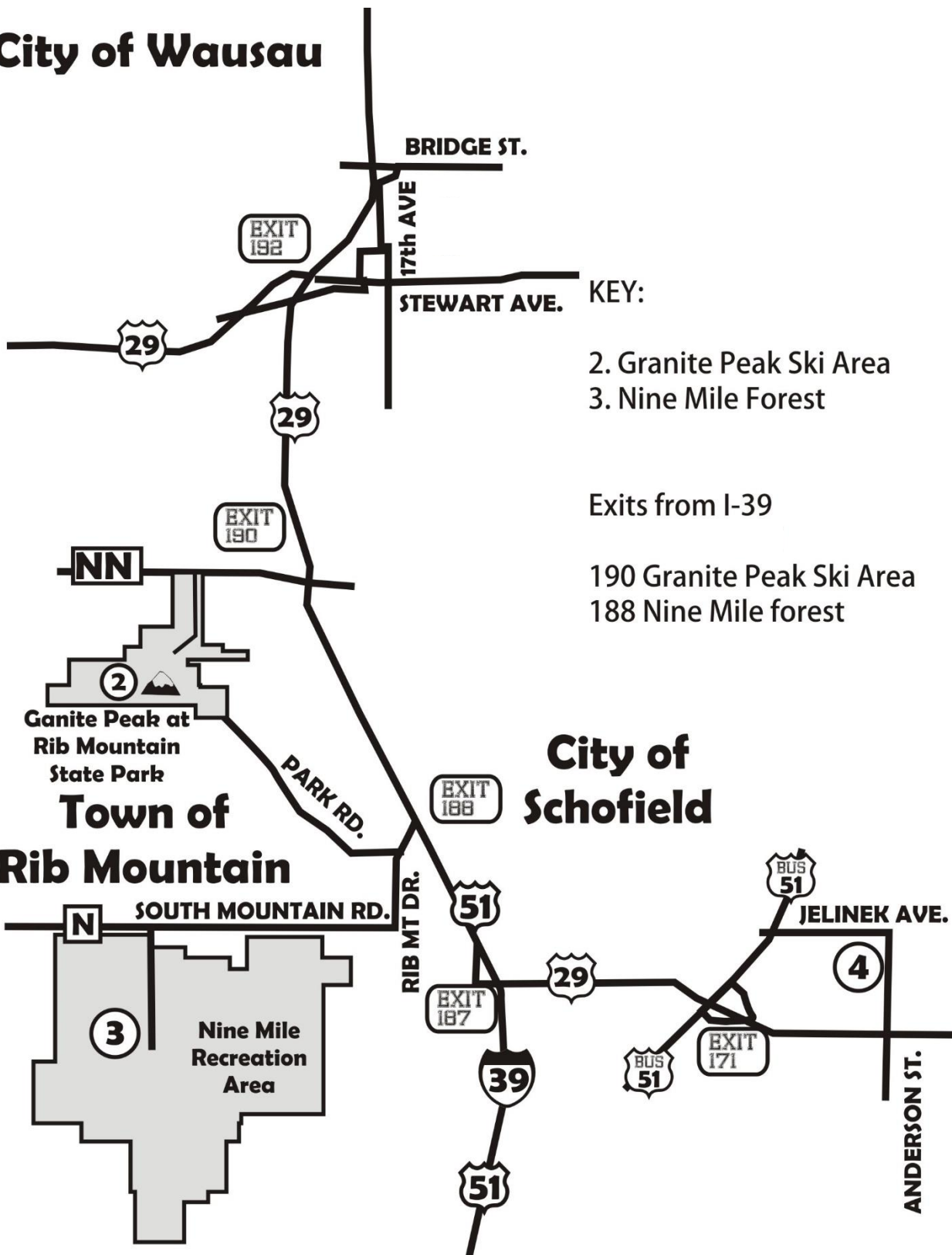
## **Nine Mile Forest:**

8704 Red Bud Road, Wausau, WI 54401

(Cross country skiing/snowshoe racing venue)

From I-39/US 51, take exit 188. Go south on Rib Mt. Drive. At the stop light turn left onto Hummingbird Lane. Hummingbird turns into South Mountain Road. Stay on South Mountain for approximately 3 ½ miles to Red Bud Road. Turn left onto Red Bud Road and drive south 1½ miles to the Chalet Parking lot. Please park in the north parking lot (entrance will be marked with a Special Olympics sign).

# City of Wausau



### KEY:

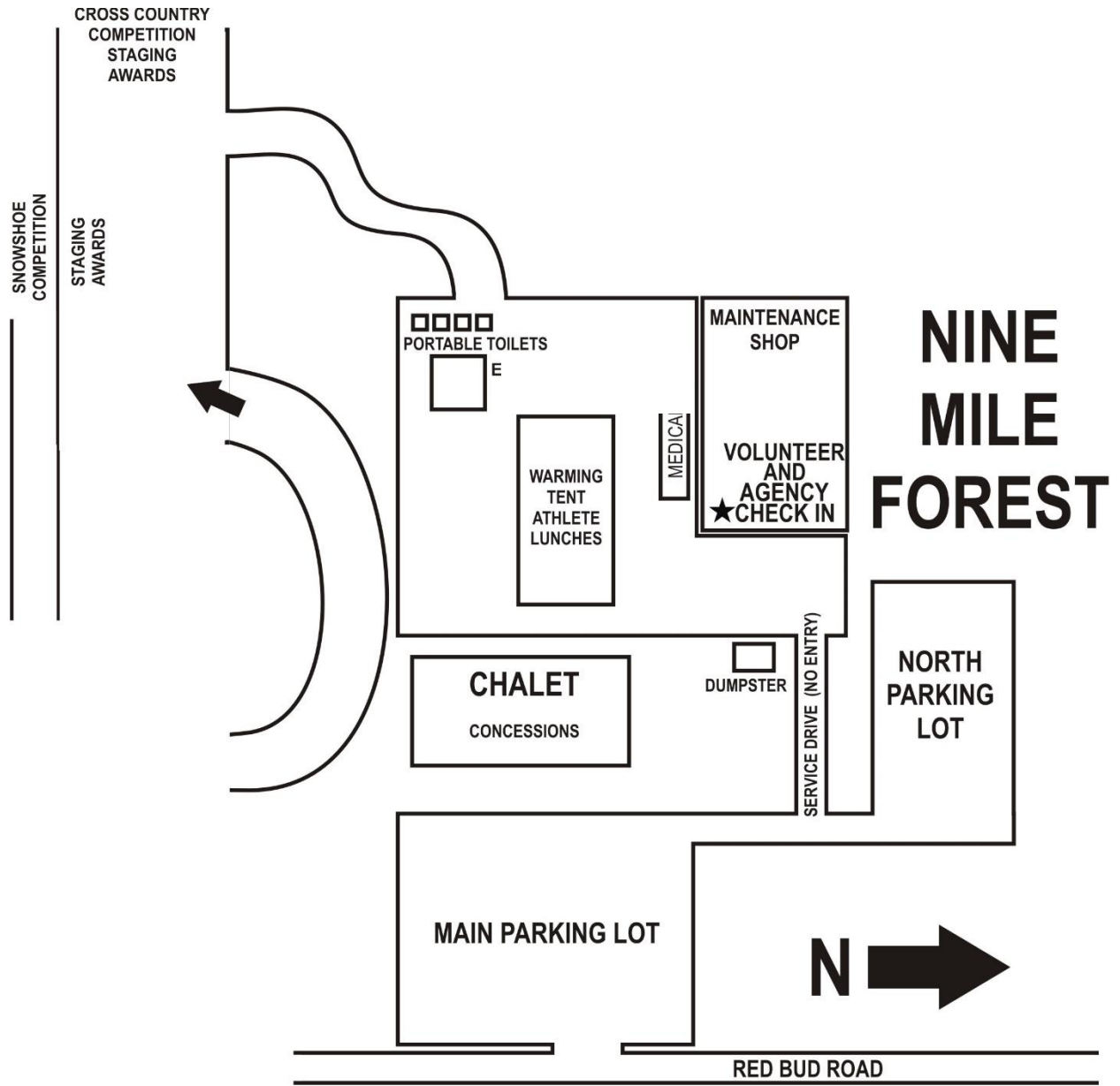
- 2. Granite Peak Ski Area
- 3. Nine Mile Forest

### Exits from I-39

- 190 Granite Peak Ski Area
- 188 Nine Mile forest

# Town of Rib Mountain

# City of Schofield





# ***Tournament Information***

**Registration: Please check-in at your sports venue**

## **Tournament Central**

**Phone: (608) 571-3652**

**Nine Mile Saturday: 10:00 a.m. – 2:30 p.m.**

**Sunday: 9:00 a.m. – 12:00 p.m.**

**Housing: Cedar Creek Hotel, Rothschild**

**1100 Imperial Ave, Wausau, WI 54474**

**(715) 355-6858**

**All athlete/coach housing accommodations must be made by each local program.  
SOWI will not be in charge of housing accommodations.**

# *Competition Information*

## Venue Sites

Nine Mile Forest  
8704 Red Bud Road  
Wausau, WI 54401

## Sports Offered

Snowshoe Racing &  
Cross Country

Granite Peak at Rib Mountain State Park  
3605 North Mountain Road  
Wausau, WI 54402

Alpine Skiing &  
Snowboard

Travel time from the Stoney Creek Inn to the competition venues is as follows:

- Granite Peak at Rib Mountain State Park: 11 Minutes
- Nine Mile Forest: 14 Minutes

## Coaches' Meeting

There will be a virtual coaches' meeting on Tuesday, February 4th at 7:00pm on Zoom. All information and questions can be answered via the Tournament Central phone line or at Tournament Central.

## Late Arrivals

Athletes must be on time for their events. Those athletes missing alpine, snowshoeing and snowboarding event start times will be scratched. Those arriving late for interval cross country starts may be added only at the discretion of the venue manager.

## ***Filing Protests at Events***

- 1. Protests to the Games Rules Committee may only be made concerning games presentation, structure and conduct.**
- 2. Protests may only be made concerning competition of athletes at a venue where, within that competition, rulings are either made or not made in regard to the fairness and equity of the competition.**
- 3. All protests must be initiated prior to the presentation of awards.**
- 4. Protests must be presented to the head official of the event immediately in an oral fashion so that the event officials may be made aware of the appeal.**
- 5. The head official may rule on appeals immediately, but if the response of the head official does not resolve the protest, a formal protest may follow.**
- 6. All formal protests must be submitted within a half hour of the event in question.**
- 7. All protests must be made on the specified form.**
- 8. All protests will be brought to the attention of the Sports Rules Committee for final resolution. The decision of this committee shall be final and binding.**

**\* Please get Protest Forms at Tournament Central.**

# *Safety & Fire Procedures*

Upon arriving in your room(s) locate the two exits that can be used during an emergency.

Locate the fire alarm pull station closest to your room(s).

If an emergency occurs, dial "0" for the operator and report clearly and calmly the details of the emergency.

If you get trapped in a guest room:

1. Open a window to vent the room if there is any smoke. If you are on the first or second floor you may be able to drop to the ground safely. If you are up any higher you are usually better off staying in your room.
2. Let someone know you are in the room. If the phone works, call the operator. If available use personal communication devices. Do not try to climb down!
3. Turn on the bathroom fan. The fan will help vent the smoke.
4. Fill the tub with water. The water may be needed for fire fighting.
5. Wet towels and sheets. You will need them to put around the doors and cracks if smoke starts to seep in.
6. Get fresh air. Make a tent over your head with a blanket at a slightly open window to get fresh air.
7. Last resort. If your room becomes unbearable, you may be forced to exit, but remember to keep low to the ground.

If confronted with a seizure:

1. Stay calm. Do not leave the athlete alone.
2. Protect the athlete from injury by involuntary muscle movements.
3. Do not put anything in the athlete's mouth.
4. Most seizures are self-limited and will be over after two minutes.

# *Medical Services*

Overnight medical hotel rooms are to be determined and will be posted at Tournament Central. Please call Tournament Central if you need medical assistance (please dial 911 if an emergency):

Tournament Central: 608-571-3652

Coaches are responsible for bringing updated medical information for each athlete attending. This information is to be provided by the coach if the athlete is sent to the hospital. The hospital must have this information before they can provide any services. Coaches and chaperones must be familiar with the medical condition/medication of their athletes prior to arriving at the competition. Please make sure that the information about medications, physician's name and telephone numbers is current.

## Medical Services

Medical volunteers will be located in the hotel and competition sites. Medical personnel will wear red shirts or red vests. The Medical Team members are equipped to handle emergency medical problems. Go to them if you need help for the duration of the Winter Games, from Saturday, 11:00 a.m. through Sunday, 1:00 p.m.

It is important that you locate the medical station at your venue site so you know where they are if you need them. If language is a problem and you are the translator, be sure to stay with the athlete in an emergency.

SOWI will not provide medical information on athletes attending the games.

## Medication

If you have athletes who are on medication, it is essential that you know what the medication is, how much is to be taken in each dosage, and when it is to be taken.

Many Local Programs request that family members divide medication for each time it is to be taken and seal it in envelopes with all the vital information (name, number of pills, kind of medication, when it is to be taken, etc.) written on the outside of the envelope. Remember that during travel time all medications should be kept with the chaperone or athlete – not packed in a suitcase!

### **Important Note About Illness**

If you, a coach or an athlete with your delegation is sick, or has recently (within seven days) been sick (fever with cough, sore throat, runny/stuffy nose, body aches), please ask them to stay home. We know this is a difficult decision to make, but it is for the safety of everyone who attends Winter Games. Please call (608) 571-3652 before Tuesday, Feb. 6 if someone from your delegation will not be attending. If you are calling after Feb. 6, please call Tournament Central.

Please practice thorough hand washing and other sanitary measures throughout the duration of the Games to help prevent the spread of germs.

## ***ID Badges***

ID badges are provided for each registered athlete and coach. Athletes and coaches must wear ID badges at all times with the exception of during their race!!! ID badges will be used as identification and authorization at sports venues. If an ID badge is lost or becomes unreadable, the coach and athlete should report to the information desk at the sports venue. If you would like a wristband for identification purposes only, please request one at Tournament Central.

## *State Competitions – Press Releases*

Please contact the Special Olympics Wisconsin Marketing and Communications Department to have a press release distributed to your local media for your Local Program or athlete(s) at (608) 442-5675 or [jmessar@specialolympicswisconsin.org](mailto:jmessar@specialolympicswisconsin.org).

## *Follow Us*

**Twitter** @sowisconsin

**Facebook** facebook.com/SpecialOlympicsWisconsin

**YouTube** youtube.com/sowisconsin

**Flickr** flickr.com/photos/specialolympicswisconsin/

**Instagram** Instagram.com/sowisconsin/

Use #SOWIStateGames to share photos and memories from the event!

Check out Flickr for photos and SpecialOlympicsWisconsin.org for results from the Winter Games! Subscribe to our newsletter at SpecialOlympicsWisconsin.org for updates!

## *Celebration Ceremony*

The Celebration ceremony will be held in the Stoney Creek Inn Conference Center on Saturday, February 8<sup>th</sup> at 6:30 p.m. Stick around afterwards for a “Beach” themed dance from 7:00 p.m. - 9:00 p.m.

# *Weather Information*

## **Winter Sports Attire Suggestions**

**Torso:** Do not overdress your athlete. Although parkas, bulky sweaters and quilted coats are warm, they do not serve as practical attire for competition. Athletes should wear multiple lightweight layers. Layers are the best form of insulation and allow athletes the option to add or subtract depending on the weather conditions.

**Inner Layers:** Avoid cotton next to the skin. Sport and thermal underwear made from a polypropylene type of fabric, a fabric that does not retain moisture, is best.

**Middle Layers (may also be outer layers):** A sweater or polar fleece is recommended. This layer provides most of the insulation and should fit the body well, without binding or restricting body movement.

**Outer Layers:** Poplin, Gortex or nylon type jackets are recommended to provide wind resistance and also keep athletes dry.

**Lower Body:** A one-piece outfit or ski bibs will eliminate shirts coming out of pants and will prove to keep the athlete warmer and dryer. Lycra, spandex or athletic pants are acceptable for cross country skiers and snowshoe racers. All athletes should wear thermal long underwear in extreme cold. Cotton blue jeans or slacks are not adequate. In extreme cold, extra layers may be required.

**Feet:** Alpine skiers and snowboarders should wear warm insulated socks that allow proper fit in boots. Cross country skiers and snowshoe racers need to wear socks that are either made from wool or synthetic fiber. Remember, extra pairs of socks may keep the feet warmer, but the athlete must be able to move comfortably in his/her boot. Too many socks may actually make the feet colder.

**Head:** Up to 50% of the body's heat loss is through the head. Do not fear overdressing your head. One easy double-layer combination is a headband around the ears, topped by a knit cap. A balaclava (hat with face) may also be selected for extreme cold.

**Hands:** Winter gloves or mittens with a wind resistant (nylon, Gortex, etc.) outer shell are recommended. An extra pair should always be brought along in case gloves get wet.

**Eyes:** Sunglasses or goggles are essential on sunny days.

**Lips:** Moisturizer with sunscreen is recommended.

**Handwarmers:** Optional, but recommended.



# ***Severe Weather Contingency Plan***

## **Introduction**

The main focus of the contingency plan for the State Winter Games competition is to ensure the safety and well-being of Special Olympics athletes, coaches and volunteers at each competition site. The Games Management Committee, games medical personnel and the SOWI staff will make all delay, postponement, event alteration and cancellation decisions based solely upon safety and health considerations. Please review all information in this section in order to become familiar with any specific procedures that will be necessary if contingency plans are utilized. The temperature must be above -4° degrees raw temperature (or -10° with the wind chill) at the coldest point on the race course in order for events to be held.

## **Plan A**

- The start of events will be delayed, or the events in progress will be stopped and delayed if conditions are severe enough to affect participants' safety. Events will begin as soon as conditions improve to ensure the safety of the athletes and volunteers involved.
- Weather/event updates will be posted at Tournament Central and at each venue site.
- At venue sites, if events are to be delayed and/or resumed, PA announcements will clearly identify the schedule, restart times, etc.
- If a delay lasts longer than 90 minutes, the competition/race will be canceled or postponed and officials will go to Plan B.

## **Plan B**

The race schedule will begin at the time competition resumes. Any rescheduling of missed events would be based upon availability of sites, time constraints and volunteer availability.

## **Plan C – Severe Saturday Weather**

- *Cross Country Skiing/Snowshoe Racing* – If time trials cannot be held on Saturday, then Sunday's schedule of races will be held as finals. Athletes will compete in the divisions as they are listed for preliminaries, however, once the races are completed, the athletes will be re-divisioned according to their performance, and awards will be given based on how they finished according to the new divisions.
- *Alpine Skiing and Snowboarding* – Races will be canceled. No alternative time is available.

### **Plan D – Severe Sunday Weather**

The regularly scheduled trial events would be held Saturday and no racing would be held on Sunday morning; however, athletes would be re-divisioned (for races not held as finals on Saturday) according to their performance and given awards based on how they finished within the new divisions.

### **Plan E – Severe Weekend Weather**

In the event that severe weather forces the cancellation of the majority of competition for both days, the event will be cancelled.

### **General Note:**

- All weather and schedule updates will be available at Tournament Central, posted in the lobby, or by calling Tournament Central at (608) 571-3652.
- Any anticipated changes resulting from weather forecasts will be discussed at the virtual coaches' meeting on Tuesday, February 6.
- If weather is severe on Saturday or Sunday and competition cannot be held, please check at Tournament Central for changes. And, if an additional coaches' meeting is needed, announcements will be made at the venues and posted at Tournament Central and the hotel.

## ***Postponement/Cancellation Information***

Wisconsin weather is very difficult to predict and may change from one hour to the next. Unless weather conditions are very severe, a decision will be made regarding cancellation of the tournament prior to the event start. Any decision regarding cancellation, postponement or schedule changes will be available by calling the Tournament Central number at (608) 571-3652 and if possible, will be posted on the SOWI website. If you have any questions about whether the Games are to be held, please call Tournament Central and a recorded message will give you the updated information. In case of statewide weather-related road problems on Friday, February 9, Local Programs should depart when they determine travel to be safe for their delegation. Please call Tournament Central if you have decided not to travel or if your Local Program will be late arriving.

# *Coach/ Chaperone Responsibilities*

Coaches and chaperones coming to the SOWI State Winter Games must accept and carry out these responsibilities:

- Provide for the general welfare, safety, health and well-being of each Special Olympics athlete you are in charge of.
- Make sure your athletes are properly dressed for prevailing weather conditions
- Make sure your athletes are assembled at the proper time and place for ceremonies and competitive events
- Be thoroughly familiar with all information in this handbook.
- Provide the following specific services to each Special Olympics athlete in your care:
  - Supervision of athletes 24 hours a day in cooperation with the Head Coach and other coach/chaperones in the delegation.
  - Assist where necessary, in ensuring the health and welfare of athletes in your care are addressed together with on-going communication between you and the Head Coach and other members of the management team.
  - Ensure that athletes are assembled and ready at correct times and places for ceremonies and competition.
  - Assist in accounting for luggage and personal items of athletes at all times.
  - Support the Head Coach with sports technical duties as required.
  - Assist in taking full advantage of clinics and other events such as Healthy Athlete, Olympic Village and the dance.
  - Conduct yourself in a manner appropriate for a coach/chaperone at a major event.
  - Always consider the needs of the athletes first.
  - Undertake any other tasks appropriate to the post.
  - Abide by Special Olympics Wisconsin's policies and procedures and those in operation at Training, and all competitions.

# *2025 Winter Games Management Team*

David Bigelow  
Josh Bigelow  
Chris Doubek  
Scott Goethel  
Steve Goethel  
David Glaze  
Natalie Glaze  
Bonita Kahn  
Kaytlin Kassens

Bill Menge  
Sandra Menge  
Steve Meurett  
David Mix  
Deb Moore-Gruenloh  
Megan Quandt  
Becky Rausch  
Claire Riebau

## *Delegations*

### North Central Region 2

2-03 Wausau Metro Adult  
2-12 Neillsville  
2-14 Stevens Point Public Schools SO  
2-21 Merrill Public Schools  
2-44 Wisconsin Rapids Special Sports  
2-50 Wausau Area Youth

### Indianhead Region 3

3-04 St. Croix Central Middle School  
3-06 Eau Claire Adults  
3-36 Polk County SO

### Fox Valley Region 4

4-29 Neenah SO

### Northeastern Region 5

5-03 Syble Hopp School  
5-14 Manitowoc County Miracles

### South Central Region 6

6-06 Silver Lake SO  
6-12 West Madison Area  
6-20 Middleton Area SO

### Southeastern Region 7

7-01 Wisconsin School for the Deaf  
7-02 Janesville Area SO

### Greater Milwaukee Region 8

8-14 West Allis  
8-28 Ozaukee County



***Special  
Olympics  
Wisconsin***

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MADISON WI 53704  
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[SpecialOlympicsWisconsin.org](http://SpecialOlympicsWisconsin.org)

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Intellectual Disabilities.