

## 2024 New England Mathematics Meet

### Useful Information

Welcome to the NEAML. Please do not arrive to Canton before 3:00pm as this would disrupt the dismissal process. We will start the meet as soon as all schools have arrived or as close to 3:30 as possible. The information below is provided so that everyone is aware of their responsibilities.

Upon arrival, students will gather in the Cafeteria.

The Coaches Meeting will take place in the Library

### Job Descriptions

Proctor: The Proctors monitor the students while they take the rounds.

Timer and Helper: The Timer starts and stops each round while monitoring the clock to ensure that the exact amount of time is provided for all of the contestants.

Scorer: Scorers assign points to each round based on whether correct or incorrect answers are provided.

Liaison\Runner: Collects the student answers from each competition room and brings them to the scorers.

Student Monitors: Monitors the students between rounds.

\*\*Feel free to swap assignments if needed. Just be sure that all of the above duties are filled.

### Duty Assignments

ADVISOR	SIZE	DUTY	Location
Acton boxborough	L	Timer	Hallway
Amity Regional High School	L	Proctor (Medium)	Competition Rooms
Belmont High School	L	Proctor (Medium)	Competition Rooms
Classical High School	L	Proctor (Medium -Relief)	Competition Rooms
Cumberland High School	L	Proctor (Small)	Competition Rooms
Darien High School	L	Proctor (Small)	Competition Rooms
Lexington	L	Proctor (Small-Relief)	Competition Rooms
Lincoln Sudbury	L	Student Monitor (Cafeteria)	Cafeteria
New Canaan High School	L	Student Monitor (Cafeteria)	Cafeteria
Newton South	L	Judge	Library
South Windsor High School	L	Scorer (Medium)	Library
Staples High School	L	Scorer (Medium)	Library
Westford Academy	L	Scorer (Medium)	Library
Wilton High School	L	Scorer (Small)	Library
Winchester High School	L	Scorer (Small)	Library
Barrington High School	M	Proctor (Large)	Library
Dover Sherborn High School	M	Proctor (Large)	Library
Hopkins School	M	Proctor (Large)	Library
Rocky Hill High School	M	Proctor (Large-Relief)	Library
Sharon HS	M	Scorer (Small)	Library
Wayland High School	M	Scorer (Large)	Library
Weston High School	M	Liasion (Small)	Library
AMSA	S	Scorer (Large)	Library
Austin Preparatory School	S	Liasion (Large)	Library
Bishop Brady High School	S	Liasion (Medium)	Library
Brunswick School	S	Google Sheet Entry	Library
Gould Academy	S	Google Sheet Entry	Library

Hamden Hall Country Day School	S	Scorer\proctor (as needed)	Library
Kingswood Oxford School	S	Scorer\proctor (as needed)	Library
Manchester-Essex	S	Scorer\proctor (as needed)	Library
Mass Academy	S	Scorer\proctor (as needed)	Library