

2023-24 SCHOLARS BOWL MANUAL

Kansas State High School Activities Association

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AT A GLANCE

Welcome

This is the official manual for high school scholars bowl with information concerning regulations and guidelines for conducting a scholars bowl competition.

Scholars bowl competition on the high school level has been in existence for a number of years in Kansas, but it was not until 1986 that members of the Kansas Association Scholars Bowl Coaches approached the KSHSAA Executive Board seeking recognition of their group and asking for KSHSAA sanction of state championships.

The first regional and state scholars bowl contests sponsored by the KSHSAA were held in the spring of 1987. Over 200 schools participated at the regional level in three classifications—6-5A, 4-3A and 2-1A. State champions in those classifications were declared in March 1987. The KSHSAA scholars bowl program has grown and includes seven state championships and approximately 333 member schools that participate.

We believe all the information necessary to carry on an effective program is contained in this Scholars Bowl Manual. Please read this manual carefully, and if you have any questions, contact the KSHSAA immediately. All entry forms for regional and state championships scheduled for the current school year will need to be submitted online at www.kshsaa.org.

We appreciate your interest in and continued support of this program for Kansas schools, and we welcome your suggestions for its improvement.

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Scholars Bowl Checklist

- Sept. 9 - Oct. 3—Attend optional KASBC Coaches Clinic - see kasbc.weebly.com for dates and locations
- September 12 - October 16—Complete Online Rules Meeting (head coach requirement)
- October 3—Submit online **ADM-Winter** indicating postseason participation. (Invoice will be emailed to AD)
- October 20—Submit online to KSHSAA: 35 required questions for scholars bowl competition
- January 26—Submit online Regional Entry Form (SB-1) (invoice will be emailed to AD)
- February 5—Submit online State Entry Form (SB-2) (invoice will be emailed to AD)

Important Notice

This manual is published for the 2023-24 school year. The entry forms for these competitions are found online at www.kshsaa.org. Be certain to submit entry forms by deadline dates. Please remember to submit your regional entry on the 2023-24 ADM-Winter Form by October 3 to avoid being charged a penalty fee.

All changes in scholars bowl regulations, effective 2023-24, are shown in reverse type.

Projected Calendar Dates

Year	SCW	2023-24	2024-25	2025-26	2026-27	2027-28
Beginning Practice Date	7	8/14	8/19	8/18	8/17	8/16
Earliest Possible Competition	16	10/16	10/21	10/20	8/19	10/18
Winter Moratorium	25/26	12/24-28	12/22-26	12/23-27	12/23-27	12/23-27
Regional Competition	31	2/1	2/6	2/5	2/4	2/3
State Competition	32	2/10	2/15	2/14	2/13	2/12

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KSHSAA POLICIES AND INFORMATION

The KSHSAA Code of Ethics for Coaches, Directors, Aides, Adjudicators, Judges and Officials

Believing that mine is an important part in the nationwide school activity program, I pledge to act in accordance with these principles:

1. I will honor contracts regardless of possible inconvenience or financial loss.
2. I will study the rules, observe the work of other coaches, directors, adjudicators, judges, or officials and will, at all times, attempt to improve myself and the activity.
3. I will conduct myself in such a way that attention is drawn not to me but to the young people participating in the contest.
4. I will maintain my appearance in a manner befitting the dignity and importance of the activity.
5. I will cooperate with the news media in the interpretation and clarification of rules and/or other areas relating to good sportsmanship, but I will not make statements concerning decisions made during the contest.
6. I will uphold and abide by all rules of the KSHSAA and the National Federation.
7. I will shape my character and conduct so as to be a worthy example to the young people who participate under my jurisdiction.
8. I will give my complete cooperation to the school which I serve and to the KSHSAA which I represent.
9. I will cooperate and be professional in my association with other coaches, directors, adjudicators, judges or officials and will do nothing to cause them public embarrassment.
10. I will keep in mind that the contest is more important than the wishes of any individual.
11. I will make responsible decisions about consumption of alcohol, including abstinence from alcohol at least 12 hours prior to a contest in which I will be involved.
12. I will not use tobacco or e-cigarette products while directly involved in interscholastic activities.

Scholars Bowl Coaches Code of Conduct

As the coach of an activity which, by its nature, promotes academic excellence in the schools and which seeks to foster a climate of learning and scholarship through competition, I agree to support and abide by the following statements:

1. I agree to abide by all the rules and regulations for scholars bowl competition as stated in the *Handbook* and *Scholars Bowl Manual* of the KSHSAA.
2. I agree to both model and nurture a spirit of fair play and good sportsmanship for my students at all times.
3. I agree to discourage and curtail quibbling during competition on the part of my students. No extraneous comments or remarks should be directed toward teammates, opponents or officials.
4. I agree to encourage my students always to award the benefit of the doubt both to the opponents and to the officials.
5. I agree to help my students understand that scholars bowl is an academic competition which can foster intellectual growth in all students.
6. I agree to teach my students to cooperate with one another and to offer encouragement to other teams to do their best. I believe that this not only promotes fair competition, but is also the essence of good citizenship.

Spectator/Participant Conduct

Interested students, teachers or parents may attend and observe, but no cheering, visual signaling nor audible conversation during the competition will be allowed. Any members of the audience causing any kind of disruption will be asked to leave by the room judge. Coaches may not communicate with team members in any way, or members communicate with coaches during the round in which they are competing. **Tournament directors have the final authority to maintain proper atmosphere for the competition.**

KSHSAA Ejection Policy

Requirements for Ejected Coaches

Coaches who are ejected from a contest (at all levels grades 7-12) are required to complete the NFHS “Teaching and Modeling Behavior” course prior to coaching in their next game. (The course fee is \$20 and can be completed in one hour.) The next game is defined as the next regularly scheduled day of competition. In addition, the school administrator is responsible to provide the KSHSAA scholars bowl administrator a copy of the coach’s certificate of completion of the online course. (The coach may print this as the final step on the online course.) Recurring ejections result in a requirement to repeat the course.

Requirements for Ejected Players

Any player ejected from a contest at any level of play (grades 7-12) for unsporting conduct or behavior will be required to successfully complete the free “NFHS Sportsmanship Course” online, prior to the KSHSAA and school reinstating his/her eligibility privileges. The school principal or athletic director is responsible to oversee compliance of this requirement. There is no cost for the course which takes approximately 20 minutes to complete. Schools are not required to submit the student’s certificate of completion to the KSHSAA but should retain it on file.

Ejection Policy for Player, Coach, Spectator Involving an Official

Any participant (player, coach, spectator) who is ejected for making contact with an official, who is ejected for unsporting behavior directed toward an official, or who negatively confronts an official following a contest, shall be subject to a non-appealable suspension from the next contest at that level and for all contests at any level (in that activity) until the suspension has been served. Local school leadership may levy additional sanctions as they deem appropriate.

The KSHSAA staff reviews all ejection reports.

Note: the requirement for all ejected students to complete the NFHS Sportsmanship course and the requirement for all ejected coaches to complete the NFHS Teaching and Modeling Behavior course prior to being reinstated remain in effect

Citizenship/Sportsmanship: Rule 52

Activities are an important aspect of the total education process in American schools. They provide an avenue for participants to grow, to excel, to understand and to value the concepts of CITIZENSHIP/SPORTSMANSHIP and teamwork. They are an opportunity for speech coaches and school staff to teach and model CITIZENSHIP/SPORTSMANSHIP, to build school pride and to increase student/community involvement; this ultimately translates into improved academic performance.

As professional educators, desirable and unacceptable behavior should be demonstrated and discussed in and out of the classroom. The following six “desirable” and “unacceptable” behavior illustrations are encouraged and recommended by the Kansas State High School Activities Association.

1. Be courteous to all:

Desirable Behavior—As we participate in scholars bowl, we should appreciate the efforts of other schools and students. Students meeting with other students after an event in a congratulatory manner and appropriate behavior during the activity are a positive show of appreciation.

Unacceptable Behavior—Disrespectful actions, noises or gestures show disrespect for the efforts of others (students or teachers); disturbing or entering a competition room in progress.

2. Know the rules, abide by and respect decisions:

Desirable Behavior—Utilize every opportunity to promote understanding of the rules of the competition within the school and community; accept the decisions of the judges; respond in a positive manner; utilize proper avenues for challenges; cooperate with the host managers and aides in interpretation and clarification of rules.

Unacceptable Behavior—Disrespectful display concerning a decision; criticizing the merits of the judges; displays of temper and arguing with judges and host managers; derogatory remarks towards the judges, host managers and aides.

3. Win with character and lose with dignity:

Desirable Behavior—Handshakes between different schools, students and teachers at the end of the activity, regardless of outcome; opposing students, coaches and fans engaging in friendly conversation before and following the activity; treating competitions as an educational activity (not a battle); appropriate response at the end of competition for all students.

Unacceptable Behavior—Words that antagonize other students and schools; refusing to give recognition for a good performance; blaming results on judges, hosts or other circumstances.

4. Display appreciation for good performances regardless of the school:

Desirable Behavior—Teachers, students, parents searching out participants to recognize them for outstanding performances; recognizing an outstanding performance with appropriate response; discussing outstanding performances of schools and students with others in attendance.

Unacceptable Behavior—Laughing, gesturing or other types of movements in an attempt to distract; degrading an excellent performance by other students or schools.

5. Exercise self-control and reflect positively upon yourself, students and school:

Desirable Behavior—Support other schools and students by a display of total unity; respect the efforts and facilities of the host school.

Unacceptable Behavior—Display of anger, boasting, use of profanity, antics which draw attention to you; trashing, vandalizing, or showing disrespect for the host school's facilities or personnel.

6. Permit only positive sportsmanlike behavior to reflect on your school or its activities:

Desirable Behavior—Positively encourage those around you to display only sportsmanlike conduct; report poor citizenship/sportsmanship to school, administration or host managers; member schools insist that citizenship/sportsmanship be a priority; administrators help teachers to teach, model and reinforce citizenship/sportsmanship; recognize teachers for sportsmanlike conduct; teachers need to acknowledge students who display positive citizenship/sportsmanship; teachers and administrators need to take appropriate action to insure sportsmanlike behavior.

Unacceptable Behavior—Teachers, students or other school supporters unwilling to get involved and take a stand to defend one of the main tenets of school activities, teaching and promotion of Citizenship/Sportsmanship.

Educators should be leaders in the development of citizenship/sportsmanship. The attitude developed in the classroom reflects what is displayed by students at events. Scholars Bowl coaches need to read and abide by the rules and regulations set forth for each event. Breaking rules through loopholes is not a way to justify improper actions or conduct. Host managers volunteer their time and facilities. Coaches who verbally abuse managers and talk negatively about judges to their students and parents cannot expect students or parents to display respect or positive attitudes at scholars bowl activities. Coaches' actions set the tone for others in attendance. It is important to keep the educational value of the activity at a high level.

KSHSAA Pre-Activity Timeout

Purpose: As a proactive communication measure, schools are expected to designate a time prior to the start of any interscholastic contest to share event critical information with stakeholders. The following information should be shared/reviewed prior to the first contest at each location:

1. Introduction of home and visiting administration on duty (identify primary point of contact).
2. Identify the location of athletic trainer(s) or other qualified medical professionals.
3. Identify the location of the AED(s).
4. Identify emergency entrance/exits for the facility.
5. Identify the storm shelter location and communication plan for evacuation.
6. Identify the rapid body cooling plan (location of cold water immersion tub).
7. Identify the communication plan for leadership.

8. Identify the communication plan for respective groups (students, coaches, fans).
9. Identify any special events or concerns relative to the event.

These nine items are to be reviewed prior to the event by the ranking school leader of every school involved in the contest. Each participating school is to be represented in this pregame meeting. If an administrative representative is not in attendance, this responsibility belongs to the head coach.

HAVE A PLAN. COMMUNICATE YOUR PLAN.

KSHSAA Coach/Sponsor CPR/AED Training Requirement

Per KSHSAA Board Handbook **Rule 10-1-9**: Any person serving in the role of a head or assistant sport coach/aide or a head or assistant activity sponsor/aide in a KSHSAA member school shall be certified or trained in Cardiopulmonary Resuscitation (CPR) and Automated External Defibrillator (AED) administration.

Components of the rule are as follows:

1. Following an initial 30-day grace period from the start of the season, personnel are not eligible to work as a coach or sponsor for their school until proof of completion of CPR/AED training is on file with their school.
2. Every coach/sponsor must complete CPR/AED training every two (2) years.
3. The training shall be coordinated by a certified CPR instructor.
4. Online only training courses are not accepted.
5. There must be a hands-on educational component to the training process.
6. On an annual basis by activity, a school administrator must acknowledge through the KSHSAA website that each coach/sponsor is currently trained in CPR/AED administration. To acknowledge rule compliance, a school administrator should login to the KSHSAA website and go to the Coach/Sponsor Requirements page. Select the activity and enter the date of CPR/AED training next to each coach/sponsor name. If you do not see the coach/sponsor listed, add that person through the Update Directory process online. All head and assistant coaches/sponsors should be listed for every activity!

Statement on Performance Enhancing Drugs and Nutritional Supplements

In order to promote the health and safety among all student-athletes, reduce health risk, maintain ethical standards as well as reduce liability risk, students should not use any drug, medication (over-the-counter or prescription) or nutritional supplement, as defined by the World Anti-Doping Agency, for the purposes of performance-enhancement. All school personnel, including coaches and school nurses, should never recommend the use of any drug, medication (over-the-counter or prescription) or nutritional supplement, as defined by the World Anti-Doping Agency, for the purposes of performance-enhancement.

School personnel should not dispense or administer any drug, medication (over-the-counter or prescription) or nutritional supplement, unless the student-athlete is under the direct care of a licensed health professional, licensed to practice in the state of Kansas and practicing within their scope of practice as defined by the Kansas Board of Healing Arts, and only as prescribed.

We recommend that coaches, athletic directors, nurses and other school personnel develop strategies that address the prevalence and growing concerns of using any drug, medication or nutritional supplement for the purpose of performance-enhancement. Athletes should be encouraged to pursue their athletic goals through hard work, appropriate rest, proper hydration and good nutrition, not unsubstantiated shortcuts. School personnel, coaches and parents should allow for open discussion about dietary supplement use, and should strongly encourage obtaining optimal nutrition through a well-balanced diet.

(adopted by the KSHSAA Sports Medicine Advisory Committee and Executive Board, April 2017)

KSHSAA Recommended Procedures to Consider When Inclement Weather Occurs During an Activity

The safety of participants, spectators, coaches/directors, school personnel and all others present at an activity must be the first and foremost concern to the activity officials and building administrators.

1. When an interscholastic activity has been scheduled and dangerous conditions exist or severe weather is anticipated, the following should be considered:
 - a. Prior to beginning an activity when severe weather is anticipated, the director/manager of the activity and the principals of each school, or designees, will review the suspension and/or postponement procedures.
 - b. The host school administrator will be responsible for informing activity officials, visiting school administrators and, if applicable, the individual responsible for public address announcements of designated shelter areas.
 - c. If a tornado WATCH has been issued, the host building administrator and the director of the activity will notify coaches/directors, school administrators and, if applicable, the individual responsible for public address announcements, that the possibility of abrupt suspension of the event exists.
 - d. If a tornado WARNING has been issued, the activity should be suspended immediately. Participants, spectators and all personnel involved with the activity will be advised to "take cover." The procedure will be announced, when available, over the public address system.
 - e. When lightning is observed in the vicinity of an activity conducted outdoors, the event should be suspended.
 - f. If any other life-threatening condition occurs, the event should be suspended immediately, and predetermined directions to safe locations will be announced.
2. When a suspension of an activity occurs, the following should be considered:
 - a. If the suspension is 45 minutes or greater, resuming at a later date should be considered.
 - b. When it appears that weather conditions are no longer a threat to the safety of participants, spectators or activity officials, administrators from all schools involved will meet with the director of the activity to determine if the event will continue. If any administrator or the director of the activity casts a negative vote for the event to resume, the suspension should continue.
 - c. If the event is to be resumed, participants will be given at least a 15-minute warm-up period prior to the scheduled event.

ADMINISTRATION OF SCHOLARS BOWL

Individual Eligibility

The provisions of KSHSAA Eligibility Rules shall apply to all students who participate in interscholastic scholars bowl activities. Rules governing these events are found in the *KSHSAA Handbook* under **Rule 51 Scholars Bowl**. Coaches with questions regarding the eligibility of student participants should first consult with their school administrator.

Rule 51 - Scholars Bowl

Section 1—General Regulations (apply to grades 7-12)

Art. 1: A scholars bowl activity is defined as an academic contest in which subject matter of at least **three** of the five academic disciplines required by the State Board of Education for high school graduation are used for competition. **This activity features head to head academic team competition, quick response answers, and time limits on questions.**

NOTE: Language Arts, Social Studies, Mathematics, Science, Physical Education/Health and Fine Arts are the current academic disciplines.

Art. 2: Students representing their schools in **scholars bowl competitions** shall be required to meet the same qualifications as those representing their schools in all other interscholastic activities; i.e. grades, transfer, scholarship, etc.

Art. 3: It is recommended **scholars bowl competitions** be held on Saturday or after 3 p.m. C.T. on school days.

Section 2—Senior High Regulations

Art. 1: The Executive Board shall be responsible for setting up and arranging the criteria under which regional and state scholars bowl competition shall be administered.

Art. 2: Scholars bowl season:

- a. School organized scholars bowl practice shall not begin prior to **Monday of Standardized Calendar Week #7.**
- b. Invitational scholars bowl tournaments shall not begin prior to **Monday of Standardized Calendar Week #16.**
- c. Scholars bowl season shall close at the conclusion of the KSHSAA state tournament during **Standardized Calendar Week #32.**

Art. 3: No student may participate in more than **nine scholars bowl competitions per year**, exclusive of regional and state. On those days when school time is used, only two competitions may start prior to 3 p.m. C.T.

NOTE: Each student is limited to eight (8) scholars bowl competitions, except that should his or her school host a league or invitational tournament, then he or she may participate in nine (9) scholars bowl competitions. If a school attempts to host a tournament and is unable to do so, it may appeal to the Executive Board for a waiver of this regulation to permit its students to enter nine (9) scholars bowl competitions.

Section 3—Middle/Junior High Regulations (none)

Sanctions

Managers issuing invitations to out-of-state schools must apply for official sanction from the KSHSAA one month (30 days) in advance of their tournament. State associations will not grant permission for their schools to participate unless they receive approval from the KSHSAA. (See *KSHSAA Bylaws, Article XIV*).

Coaches with questions regarding out-of-state competition or hosting competitions involving out-of-state schools should consult the *KSHSAA Handbook Bylaws, Article 14*.

Scrimmages

KSHSAA policy excludes interscholastic scrimmages. **Rule 30, Section 1, Article 5** of the *KSHSAA Handbook* states: "Interscholastic scrimmages (practices) in all activities shall be prohibited."

Scrimmages against alumni and faculty are allowed provided no score is kept. Scrimmages against college or other non-school teams count as one of the school's allowed competitions if scores are kept.

Scholars Bowl - Summer

School coaches may work with students during the summer. Coaches may NOT make summer interactions a requirement of students. Coaches may host a one-week clinic/camp in the summer for their own students. However, the school cannot pay a fee for any clinic/camp or finance any clinic/camp.

By interpretation, concerning scholars bowl summer clinic/camp rule, scholars bowl season does not start until the first practice date (Monday of SCW #7 - August 14, 2023). Thus, scholars bowl clinics/camps may be held up to August 14, 2023.

Scholars Bowl - Winter

Winter Moratorium = December 24-28

KSHSAA Rule 9-1-1

The Executive Board shall establish a consecutive five-day period (including December 25) where there shall be no school practice or interscholastic contests or activities.

Number of Scholars Bowl Competitions

The KSHSAA Board of Directors unanimously approved beginning with the 2020-21 school year to allow students in scholars bowl to participate in up to nine (9) competitions per year excluding regional and state if their school hosts a league or invitational tournament during the season. In the past, Scholars Bowl Rule 51-2-3 only allowed eight (8) regular season competitions per student. Hopefully, by increasing the number of allowable regular season competitions, more schools will host an invitational tournament.

Regular Season Virtual Competitions

In-person tournaments are preferred and recommended but in times of need, schools may host virtual scholars bowl competitions during the regular season. An online competition format and procedures may be accessed on the KSHSAA Scholars Bowl Homepage at www.kshsaa.org. Virtual competitions do count towards a student's maximum of nine (9) regular season competitions. Also, schools hosting a virtual competition may consider it an invitational tournament if several schools are participating.

Scholars Bowl Interpretations

Coaches should consult the *KSHSAA Handbook* **Rule 10-Coach Qualifications, Rule 18-Transfer, Rule 19-Undue Influence, Rule 20-Awards, Rule 21-Amateur Status, Rule 22-Outside Competition** and **Rule 30-Season of Activities**.

Question 1: May the members of the winning team in an invitational tournament or festival receive trophies or gifts?

Answer: No. Medals are the only type of individual recognition which may be given to the individual members of a winning team.

Question 2: May an individual student receive a trophy as the outstanding scholars bowl participant of the year?

Answer: No. **KSHSAA Awards Rule 20** sets forth guidelines for allowable awards. Please study **Rule 20** before presenting or accepting any individual awards, or any awards from outside agencies.

Question 3: May an outside agency give the outstanding scholars bowl participant of the year a trophy or gift?

Answer: No.

Question 4: May an outside agency give the school a plaque with a plate for the engraved name of the outstanding scholars bowl participant?

Answer: Yes, provided the plaque is given to and retained by the school.

Question 5: Does participation in a multi-day event like Quest count as one of the allowed number of competitions?

Answer: No. While the KSHSAA must approve scholars bowl events before member schools may participate, Quest does not count as one of the eight/nine scholars bowl competitions allowed, due to the format being unlike that of a traditional scholars bowl.

Question 6: May school teams participate in national championship tournaments?

Answer: No, unless approved by the KSHSAA and compliant with KSHSAA regulations.

Question 7: May the school coach work with students during the summer?

Answer: Yes, a school coach may work with students during the summer and may host a one-week team camp/clinic; however, any summer interactions cannot be required for students to participate in the activity during the school year.

Question 8: May coaches be involved with students in trivia tournaments?

Answer: Yes. Tournaments of this kind do not meet the definition of scholars bowl under **KSHSAA Rule 51.**

Question 9: The **KSHSAA Handbook Rule 51-2, Art. 3** states: No student may participate in more than nine (9) scholars bowl competitions per year, exclusive of regional and state. (See **NOTE for 51-2-3, on page 5**). On those days when school time is used, only two (2) competitions may start prior to 3 p.m. C.T. Does that mean that a member school can only schedule eight or nine meets?

Answer: No, a member school can schedule 25 or more scholars bowl meets because the restriction is eight or nine competitions if a student's school hosts a league or invitational tournament **PER STUDENT**, not school. Each member school is responsible for documenting how many competitions each of their students attend so they do not exceed eight or nine.

SPEAKING OF QUESTIONS

Rules for Question Submission

All questions MUST be submitted online. The process to submit scholars bowl questions is located behind the secure school section of the KSHSAA website. You will need to login with your school's User ID and your Coach or Administrator Password: www.kshsaa.org>Schools>Login>Activities>Scholars Bowl>Question Submission. Please ask your activity director for assistance if needed, or contact the KSHSAA office.

As a prerequisite for regional assignment, each school must submit **at least** a total of 35 questions. Schools are encouraged to submit at least five questions in each of the following seven categories **if at all possible.**

Please list questions by category and area, i.e.: Social Studies — Kansas History

World Language (WL) — The same expression must be written in French, German and Spanish (**IN THAT ORDER**).

Language Arts (LA) — American Literature; British Literature; World Literature-Russian, French, Latin American; Grammar & Usage; Spelling & Vocabulary; Religion-Bible, etc.; Mythology-Greek, Roman, Norse, Egyptian, etc.

Science/Health (SH) — Chemistry; Physics; Biology; Earth/Space Science

Social Studies (SS) — Geography; Economics; World Government; US Government; World History; US History; Psychology

Mathematics (MA) — Algebra; Geometry; Trigonometry; Calculus; Probability & Statistics; Miscellaneous

Fine Arts (FA) — Composers/Artists; Definitions; Works/Compositions; Philosophy; Dance/Theater; Miscellaneous-Woodworking, Textiles, Architecture

Year in Review (YR) — Government (US & World); Science, Technology & Health; Business & Finance; Entertainment & Sports; General News (US & World); Obituaries
(Only use events that occurred between January 1 - December 31, 2023.)

Important Considerations Regarding Scholars Bowl Questions

- The quality of regional and state competition is directly affected by the quality of questions submitted.
- Please submit questions of appropriate content and difficulty for regional and state competition.
- Questions should be based on curriculum.
- Avoid trivia questions.
- No copyrighted questions please.
- Please avoid utilizing these questions throughout the regular season for practice or competition. This will enhance the integrity of regional and state tournaments.
- Before submitting, ask yourself, "Is it reasonable to expect students to know the answer to this question?"
- Make certain all questions are worded clearly and that answers are complete and correct.

All questions must be proofread before submitting them for scholars bowl competition. Please check spelling, grammar and accuracy. We suggest a faculty team proofread and double-check questions and answers in lieu of one person assuming sole responsibility.

Note: Schools not submitting questions must pay a penalty (double entry fee) before being assigned to a regional tournament.

Use these Guidelines for Your 35 Questions

(Include adequate time limits for computational problems.)

- Don't ask a question which states just two possibilities for an answer such as, "yes or no," "true or false," or "either/or," etc.
- Do not use any multiple choice questions.
- Do not ask for more than a two- or three-part answer for any one question.
- Make the question as unambiguous as possible. Strive for clarity and simplicity.
- Don't have more than one or two possible answers, particularly in the areas of math and science. Your question should be specific and clear. If more than one answer is possible, be sure to give each.
- Use a "question word" or verb such as: identify, state, list, name, etc., at the beginning of the question whenever possible. Get straight to the point. This will cue students to what is being asked for and will enable them to listen to the rest of the information.

Example of a poorly written question:

"An art form that uses everyday objects as its subject is called _____."

Example of a well-written question:

"What is the frequency of the third harmonic of a 300 hertz tone?"

In the first example, the student must wait to hear what is called for. In the second, the student will know what is requested and can listen to the information in the rest of the question.

- Write the question keeping in mind students should be able to answer within a 10-second time limit. In some instances, particularly in math and science, questions may require more than 10 seconds to answer. Remember to indicate the extended time limit in the upper left-hand corner of the card. Be liberal with the amount of time assigned for math and science questions. It is better to assign too much time than not enough.

- Do not write long questions with a lot of background information or long quotes.
- Do not ask for obscure information. Draw your questions from the normal curriculum for that particular subject at your school. Use your textbooks or old tests which contain questions you know were successful in the past.
- Ask yourself, "Could this question appear on a classroom test in this high school?"
- Include all possible correct answers.

Example Of Good Questions

World Language

Question: She eats an apple every day with her breakfast.

French: Elle mange une pomme chaque jour avec son petit déjeuner.

German: Sie ißt einen Apfel jeden Tag mit ihrem Frühstück.

Spanish: Ella come una manzana cada dia con su desayuno.

Mathematics

Question: What is the derivative of $3x$ to the 4th power - x cubed + $5x$ squared - $4x + 1$?

Answer: $12x^3 - 3x^2 + 10x - 4$

Area: Algebra

Time: 30 sec

RULES AND REGULATIONS

Online Rules Meeting

All head **high school** scholars bowl coaches will be required to take an online rules meeting over the contents of the **KSHSAA Scholars Bowl Manual** in late September/early October. The rules meeting will be taken online using your coach/sponsor login information. ALL information will be mailed to your school activities director in advance of the rules meeting period.

Coach and the Participating Teams

Schools participating in scholars bowl can greatly facilitate their success by abiding by the following guidelines:

- A coach or other approved sponsor from the school should always accompany the team and should be present throughout the tournament.
- Last-minute cancellations should be avoided since they cause great inconvenience to the host school.
- Coach and team members should each have a copy of the rules to study prior to the tournament.
- Do everything possible to arrive on time and stay within the schedule.
- **Tournament workers and participants from other schools should be treated with courtesy and respect.**
- **KSHSAA Rule 52-Citizenship/Sportsmanship:** Be familiar with this rule and conduct yourselves accordingly.
- Coaches' procedural questions should be filed in the manner designated by the tournament rules, and all discussions of appeals should be conducted in a professional and respectful manner. **UNNECESSARY APPEALS ARE DISCOURAGED.**
- If the tournament format involves using the same questions in more than one match, be careful about discussing questions in front of persons from other schools who may not have encountered those questions yet.
- Foster pride among team members for simply representing your school, regardless of the outcome of any match or tournament.

PROMPTNESS IS REQUIRED - Tournaments will start at the scheduled time. The room judge will decide if a team has forfeited a round for tardiness.

Rules of Play

This activity features head to head academic team competition, quick response answers, time limits on questions, and use of recognition systems by participants.

1. Team Composition

- A maximum of six individuals are to be registered at the beginning of the competition and will represent the school for the duration of the competition. **A minimum of three team members must compete in any round.**
- Teams with six members will designate one team member as an alternate. The alternate may be substituted between any round for any other player on the team.
- For regional and state competition, participating schools must submit the appropriate roster forms from the KSHSAA website to regional and state tournament managers by the indicated deadline on the forms. **The substitution of players on regional and state rosters is allowable.** Coaches are to notify host schools of any roster changes prior to the beginning of the contest.
- The coach will designate a **team captain** for each round, and the team placard will be placed in front of the captain.
- Team members (coaches and students) are expected to dress and act responsibly with positive character and sportsmanship at all times or be subject to disqualification.

2. Electronic Communication Devices

Use of electronic communication devices (including, but not limited to cell phones/smart phones, PDAs, tablets, computers, smart watches, digital recording devices) and cameras during a competition round is prohibited. Essential medical devices (such as insulin pumps, halter monitors, etc.) and cameras are not included in this rule. When spectators enter competition rooms, all electronic devices must be turned off. A five point penalty will be immediately assessed against any team who has an electronic device (other than a medical device) that disrupts a round. (This point-penalty applies only to players seated at the competition table.) In case of a disruption by a coach, an alternate, or an audience member, the room judge will ask the offender to leave the room for the remainder of the round.

3. Procedures for Visuals and Signaling Systems

- Pencil and paper will be provided for each team, but **calculators will not be allowed.**
- Prior to each round, a buzzer and visual check should be completed to assure equitable competition.
- Visuals will be provided where necessary. They are to be printed on 11 x 17 inch white paper, which will be held up at the appropriate time in such a manner that they can be easily viewed by members of both teams.
- **When a buzzer sounds, the visual is to be turned downward immediately, and time stopped. If the answer given is incorrect, the visual is again shown to the second team and time restarted. The second team has the remaining time plus five seconds in which to respond.**
- **OVERHEAD TRANSPARENCIES ARE NOT TO BE USED.** 11 x 17 inch poster board cards, typed in a standardized font (Times New Roman, Arial) with a minimum of 64-point font are the approved method of providing visual cues.

4. **Scoring:** A player who states an answer which is accepted as correct earns ten (10) points for his or her team. If the moderator is interrupted by a team buzzing in before the question is read completely, **the moderator shall immediately stop reading and shall immediately announce "Interruption."** If the player who is recognized gives an incorrect or unacceptable answer, the team will lose five (5) points. The moderator will then reread the question in its entirety for the second team. However, if that team also buzzes in before the moderator completes the question, and they give an incorrect or unacceptable answer, they will not lose five (5) points.

5. **Timing:** Teams will have 10 seconds to buzz in from the time the moderator finishes the question, except for certain questions from math and science. All exceptions to the 10-second time limit will be noted by the moderator. All math/science questions needing pencil and paper computation require a minimum 30-second time limit, and may take up to 120 seconds, as noted for each individual question.

If the team which buzzes in without interrupting gives an incorrect or unacceptable answer, the opposing team will have the remaining time according to the stated time for that question, plus five seconds, to buzz in. When the first team buzzes in before the question has been read completely, and does not give an acceptable answer, the second team will then have 10 seconds to buzz in after the question has been reread for them.

Time for the second team begins when the moderator announces the first team's answer is incorrect or unacceptable.

6. **Proper buzz-in procedure:** Teams may buzz in to answer a question at any time after the moderator begins reading or displaying it. A team member must wait to be recognized by team and position before answering. If a player states an answer without being recognized, if the wrong player answers, or if two or more players respond simultaneously, the moderator must say "I can't accept that answer," and turn to the other team, if it has not yet had a chance to respond to the question. Striking a teammate's buzzer requires the other player, whose buzzer signaled, to give the response.
7. **Hesitation:** If a team member, after being recognized, hesitates or stalls, the moderator will warn him or her to answer the question after three seconds. If the person does not answer the question immediately after the warning, it will be counted as an incorrect response.
8. **Consultation:** Team members may consult orally and in writing until a member of their team buzzes in. If a team continues to consult after buzzing in, no answer from that team can be accepted as correct. Members of other team may continue to consult after their opponents buzz in, until they buzz in themselves.
9. **Acceptability of answers:** The first answer given by a team member will be the one taken as the answer, whether correct or incorrect **with no additional prompting.** All answers must be given in the English language. Last names are acceptable unless otherwise specified by the moderator. If a player states the correct answer, but mispronounces it, the response will be accepted if, in the opinion of the judge, the player's attempted pronunciation represents a reasonable phonetic possibility based on the way the word is written. This provision must not be used to create an argument for acceptance of a mispronunciation that demonstrates lack of knowledge of the correct answer

- 10. Moderator/Judge/Question error:** If the moderator misreads a question, but the error is discovered before either team buzzes in, the question will be reread correctly from the start. If a question is misread to the extent that, in the opinion of the judge, the error prevents a fair opportunity for both teams, the question must be discarded, and a replacement question in that category will be read.

The judge may also order a replacement question for both teams if he or she determines that the content of the question or the stated answer is defective, or if some other error has occurred for which a replacement question is a fair remedy to both teams. A replacement should not be ordered simply because a player disagrees with the correctness of the answer.

If the answer to a valid question is prematurely revealed by a moderator or judge, before the second team has a chance to answer, a replacement question will be read for the second team only.

- 11. Use of writing instruments:** The use of paper and pencil will be allowed in all question areas until the team buzzes in to answer. This rule does not require that writing instruments be specifically placed on a desk or table, but any continued use will result in the team's answer being disallowed.
- 12. Unanswered questions:** If no one presses the buzzer within the stated time limit for a question, or if neither team is able to give an acceptable answer, the correct answer is revealed by the moderator, no score is awarded and no replacement question is given.
- 13. Special issues for math:** Teams must state answers to mathematical problems in the lowest numerical form. A question requiring conversion of units must have the units included in the answer or the answer will be incorrect:

Illustration: Units not required: How many feet are there in two miles? (A: 10,560)

Units required: What is the area of a rectangle with a length of nine feet and a width of seven feet?

(A: 63 sq. ft. or 63 ft. squared)

- 14. Procedure for appeals by captain:** The team captain may ask the moderator for a judge's decision on an answer, or may raise an inquiry or a protest on a procedural matter, but must do so before the next question is started. A team captain can defer temporarily to another team member to explain the challenge, but the captain should control the discussion for that team. If it is a procedural matter, the moderator should ask the challenging team captain or designee what incorrect procedure occurred, a suggested remedy, and then ask the same of the other team's captain. While a challenge is being decided in or out of the room, the captain and teammates should not interact (verbally or non-verbally) with the coach, other team members in the audience or audience members. The moderator should maintain an orderly presentation of the challenge, giving both captains an opportunity to express an opinion prior to a decision being made. Under no circumstance should the judge and moderator leave the room at the same time; room workers should maintain a conduct that is appropriate for competition while the play is suspended.
- 15. Procedure for appeals by coaches:** The coach may NOT speak to any inquiry or protest issue during the course of the round, and coaches may NOT challenge the content of questions, answers, or a judge's final decision on an answer. Coaches have the right to question a procedural matter after a round. Immediately following a round, and before the scoresheet is signed by the captain, the coach should discuss the issue with the room judge who will contact the tournament director. The review committee may be assembled if the tournament director deems it necessary (see *Section IV, Item #5, Tournament Organization, Review Committee*).

Coaches' procedural questions should be filed orally following the completed round. All discussions should be conducted in a professional and respectful manner. Tournament managers, review committee members and coaches of schools involved in the match in question should be present to discuss the procedural question. The Review Committee has final authority to decide the issue.

When a panel of judges is used outside the competition room, and a challenge is made concerning a question, the head judge in the room will write out the challenge, read it back to the teams and then submit it to the panel of content judges. Points for the question will be withheld until the panel rules, and play is suspended until the challenge is resolved. During the suspension of play, competing teams should not have dialogue with the coach, other team members in the audience, or other audience members.

UNNECESSARY APPEALS ARE DISCOURAGED - ALL APPEALS MUST BE RESOLVED AT THE TIME THEY ARE FILED.

SAMPLE

Challenge Card	
Room _____	Round No. _____
Nature of Challenge: _____	

Head Room Judge Signature: _____	

Panel's Decision: _____	

Scoring

An answer correctly given is worth ten (10) points. An incorrect answer is zero (0) points. An incorrect answer given when interrupting the moderator results in a five (5) point deduction, only for the first team.

During each round, there will be one question each from the Year in Review and World Language categories, two from Fine Arts and three questions from each of the other categories.

Categories

There will be 16 questions per round. These 16 basic questions will be taken from the following seven categories:

Order	Category	# of Questions	Description
1	World Language (WL)	1	The same expression must be written in French, German and Spanish (IN THAT ORDER).
2	Language Arts (LA)	3	American Literature; British Literature; World Literature-Russian, French, Latin American; Grammar & Usage; Spelling & Vocabulary; Religion-Bible, etc.; Mythology-Greek, Roman, Norse, Egyptian, etc.
3	Science/Health (SH)	3	Chemistry; Physics; Biology; Earth/Space Science
4	Social Studies (SS)	3	Geography; Economics; World Government; US Government; World History; US History; Psychology
5	Mathematics (MA)	3	Algebra; Geometry; Trigonometry; Calculus; Probability & Statistics; Miscellaneous
6	Fine Arts (FA)	2	Composers/Artists; Definitions; Works/Compositions; Philosophy; Dance/Theater; Miscellaneous-Woodworking, Textiles, Architecture
7	Year in Review (YR)	1	Government (US & World); Science, Technology & Health; Business & Finance; Entertainment & Sports; General News (US & World); Obituaries (Only use events that occurred between January 1 - December 31, 2023.)

Breaking Ties in a Round of Competition

In the event of a tie at the end of the round, tiebreaker questions will be given until one team answers correctly or a team interrupting the moderator answers incorrectly. Tiebreaker questions may come from any of the seven categories and are selected by a random draw by the moderator from the seven subject areas listed on page 36, **without being replaced after each draw**. Points earned in a tiebreaker will be included in determining final standings.

Breaking Ties for Qualification to the Finals Round

At the conclusion of round robin (preliminary) competition, the top three teams advance to the final round. Any ties for the top three positions must be broken for purposes of seeding the finals round.

Use the following tiebreaking procedures to determine first-, second- and third-place semifinal qualifiers:

Note: At any time, if a step in the tiebreaking procedure reduces the number of tied teams to two, head-to-head protocols are employed.

Two Teams Tied:

1. The tie is broken by determining which team won when they met during the round robin.

Three Teams Tied:

1. Determine the win-loss record among the tied teams using only the matches among the tied teams in the round robin. If one team has beaten the other two, it places first.
2. If all three teams are tied with 1-1 records, margins of victory within the matches mentioned above are used. Margin of victory counts as (+) points for the winning team and (-) points for the loser. See the examples below.
3. If all three teams have an equal margin of victory (which would be 0), then total points within the matches mentioned above determine the order.
4. If all three teams have equal total points within the matches, then an additional set of matches in which each team plays the other two must be played to determine placement.

Four or More Teams Tied:

1. Determine the win-loss record among the tied teams using only the matches among the tied teams in the round robin.
 - a. If there is an even number of tied teams, it is impossible to have all teams with equal records, therefore, after this step, follow appropriate procedure listed above for each subgroup.
 - b. If there is an odd number of tied teams, it is possible that the records can be exactly the same. If that occurs, go to margin of victory within the group and follow procedures shown above once subgroups are formed. If all tied teams have the same margin of victory, then go to total points as per above.

Remember: After applying the WHOLE STEP and a team or teams “drop out” of the tie (but still cannot break the tie), then the procedure restarts with the remaining tied teams.

Examples: (for all examples, the teams listed have identical pool records)

Two Teams:	Team A 70, Team B 50	Correct Order: Team A would be placed above Team B
Three Teams, Step 1:	A 70, B 50 A 60, C 50 C 40, B 30	Correct Order: Team A (2-0), followed by Team C (1-1) and Team B (0-2) in order.
Three Teams, Step 2:	A 70, B 50 C 60, A 50 B 40, C 30	A = +20 B = -20 A = -10 C = +10 B = +10 C = -10 Net: A = +10 B = -10 C = 0 Correct Order: Team A, Team C, Team B
Three Teams, Step 3:	A 70, B 50 C 60, A 40 B 50, C 30	Correct Order: Team A (total pts: 110), Team B (total pts: 100), Team C (total pts: 90)
Four Teams:	A 70, B 50 C 60, D 30 A 50, C 40 D 50, B 40 D 40, A 30 B 70, C 40	Correct Order: D (2-1, beat A), A (2-1, lost to D), B(1-2, beat C), C (1-2, lost to B)

04 GUIDELINES FOR HOSTING TOURNAMENTS

As the number of Kansas schools competing in scholars bowl activities increase, the demand for well-conducted competition opportunities grows proportionately. Many schools which are relatively new to this type of activity find it difficult to make their way onto the lists of schools invited to established events. One of the surest ways to start receiving invitations is to host some sort of scholars bowl competition yourself.

A school's initial venture into hosting a scholars bowl need not be intimidating to the sponsor. Formats of sufficient variety and flexibility are available to fit any given set of time, space and experience conditions at your school.

The following comments and suggestions are designed to anticipate some of the circumstances and decisions which face the host of a scholars bowl event. Remember also that more experienced coaches are usually quite willing to answer questions and lend a hand, especially in return for an invitation to bring a team to your event.

INITIAL PLANNING

Select the Date

KSHSAA Scholars Bowl Rule 51-2-2 provides a limitation to the length of the scholars bowl season, "Competition shall not begin prior to Monday of Standardized Calendar Week (SCW) #16. It shall culminate with the conclusion of the KSHSAA state tournament during (SCW) #32." Additional KSHSAA regulations state, "It is recommended academic contest competitions be held on Saturday or after 3 p.m. on school days. . . . On those days when school time is used, only two competitions (for each student competitor) may start prior to 3 p.m."

Further considerations in selecting the date include the availability of the school facilities or some comparable site, the availability of sufficient workers to run the event, and conflicts in scheduling for both your own personnel and those schools which you intend to invite. Please notify the KASBC so they can post your invitation on their website (www.kasbc.weebly.com).

Determine the Basic Goal for Your Event

Setting a goal will help you in determining what schools to invite, the format you will select, etc. Are you seeking to:

- involve other schools of your own size or locality?
- gain reciprocal invitations from schools experienced in this activity?
- familiarize yourself with tournament procedure?
- involve varsity, junior varsity and novice players?

Determine the Format

Many formats have evolved in recent years. The two most basic variations have been the round robin and the pool play tournaments. While both have their proponents, the round robin has been growing in popularity because of the guarantee that all schools traveling to the bowl will participate in more matches. This is especially valuable for early-season tournaments, novice events, or events designed to introduce new schools or teams to the activity.

KSHSAA regional tournaments will be round robin competition. Information on how to set up a pool play bracket may be found on page 37.

Individual matches can be set up on the basis of a fixed number of questions, such as the 16-question format used at the regional and state level, or on a timed basis; however, many questions can be asked in a predetermined length of time. Questions can be from set categories; in a fixed order or at random; single question or toss-up and bonus, etc. Each system has its own set of advantages and problems, some of which will be discussed later in this section under "Preparing for the Tournament."

Determine Who Will Be Invited

Make a list of the schools you are going to invite. Keep in mind your goals for the event, the format you intend to employ, the number of teams you are able to accommodate, and any other special factors you wish to consider (size of tournament, proximity of available teams). Remember that mixing highly experienced and inexperienced teams can be a disappointment to the students, although not necessarily. This presents you with several options. You might wish to limit entries to inexperienced teams only. You might establish different divisions of competition based on factors such as size of school, experience, etc. Another option is the open competition which provides its own brand of excitement.

Send Out Contracts/Invitations for a Tournament Invitational

Scheduling for the guest schools can also be difficult, so contracts should be sent out at least four to six weeks in advance of the event. Invitations should always include:

- The date
- The approximate or intended time schedule to be used
- A clear explanation of the format to be used - varsity, junior varsity, novice or others (clearly determine)
- A statement that KSHSAA regional and state procedures will be followed except where expressly stated otherwise
- A deadline for entry information or entry fees (amount and when or how to be paid)
- The total number of teams you will accept, and the number of teams which each school may bring
- If you have sent more invitations than you can accommodate, schools should be told in the invitation letter that entries will be accepted on a first-come basis.

Send Follow-Up Correspondence to Entrants

Within a week to 10 days following the deadline for entry, schools should receive correspondence acknowledging their entry. This communication should include:

- An exact time schedule, including time of registration, the beginning of the first match, meal breaks (if any) and estimated conclusion
- Information on meals, including a complete list of local restaurants
- A copy of the rules
- A city/town map with site indicated, or clear directions of how to locate the tournament site. Also include directions of how to find the proper parking facilities and registration area within the school.
- Arrangements for notification in case of inclement weather, etc. Ask for the principal's home and school telephone numbers in the event you need to contact the principal.

PREPARING FOR YOUR TOURNAMENT

Arrange for Tournament Personnel

Depending upon the number of teams entered and the format of competition used, you may have matches occur all in one room, or in several locations simultaneously. Each room in which matches are occurring needs the following personnel: a moderator, at least one judge, an official scorekeeper, a visual scorekeeper, a timer and an operator of a buzzer or signaling system. You may also want to have a doorkeeper, a runner and a person to handle visuals for questions. Occasionally some of these jobs may be combined, but especially with inexperienced personnel, combining duties can threaten the efficiency of operations. It is highly advisable to have some backup personnel available to handle last-minute emergencies or cancellations.

In order to avoid controversy or confusion, be certain your personnel understand fully their roles and responsibilities in the tournament. The ideal case would allow you to meet with bowl personnel in advance of the day of the tournament for a demonstration of their jobs and the types of situations which may arise.

Selection Guidelines and Responsibilities of Scholars Bowl Personnel

Neither a member school nor an approved school shall take any action to prevent a judge from officiating a contest because of the judge's race, sex, religion or national origin. Neither shall a member school or an approved school participate in a contest for which a judge has been excluded from officiating because of the judge's race, sex, religion or national origin.

Moderator

The job of moderator is so vital to the scholars bowl program that the KSHSAA has adopted a recommendation to "work toward the establishment of an 'approved' list of moderators for use at regional and state competition."

Among the qualifications which should be looked for in selecting a moderator are:

- good speaking voice
- confidence and poise
- solid general educational background
- careful and accurate pronunciation
- time to prepare in advance by familiarizing oneself with procedures and questions
- ability to exude a positive attitude which also encourages competitors to do their best

To effectively perform the job, a moderator should:

- **Review the questions at least one week prior to the day of the contest to assure the validity of both question and suggested response and to check for equally acceptable alternate answers.**
- Review the questions before the day of the contest to assure an understanding of the questions and enable himself/herself to correctly pronounce all terms employed.
- Allow for testing of buzzers before each match.
- Re-state the basic rules before each first-round match.
- Read at a comfortable and constant rate; maintain an impartial attitude.
- **Be prepared to stop reading as soon as a signal is received** that a competitor is ready to give an answer (continuing to read beyond that time gives an unfair advantage).
- **If the moderator is interrupted by a team buzzing in before the question is read completely, the moderator shall immediately stop reading and shall immediately announce "Interruption."** If the player who is recognized gives an incorrect or unacceptable answer, the team will lose five (5) points.
- State when penalty points are to be deducted, as for an incorrect answer which interrupted the question.
- Re-read a question if a team buzzes in *early* and answers incorrectly.
- Use good judgment to determine when a question should be re-read for clarity.
- Listen carefully to answers given to assist the judges.
- Remember not to give an answer before the other team has had an opportunity to respond, in the event of an incorrect answer by the first team.
- Before reading each section of questions, **state the category from which the questions will come.** Example: "The next three questions will be from the area of Social Science."
- Before reading a tiebreaker question announce the category from which the question comes.
- As stated on page 9 of this manual, when visuals are used in any round, the moderator (or person handling the visuals) should do so in such a way that they are not displayed prior to the viewing of them by both teams. When the visuals are shown to the teams, they should be held in such a way as to be easily visible to both teams.
- Always state the correct answer before going on to the next question.
- Help monitor crowd behavior, with special attention to distracting noise, inadvertent answers from the audience or coaching from spectators.
- Assist in the enforcement of rules concerning teams' behavior, such as illegal consultation.

- Ask judge for decision if answer varies from printed questions.
- **Announce the final score and the end of the round.**

Judges

The scholars bowl judge is the equivalent of the sports official. The judge will be called upon to make immediate rulings, some of which will be absolutely impossible to anticipate. It is therefore necessary that judges are both thoroughly prepared to discharge their responsibilities and also temperamentally inclined to decision-making.

Each room where competition is being held needs a judge to rule on questions of rules, acceptability of certain answers and protests. If they have the sole responsibility for judging, then they must make judgment calls to the best of their ability. If a panel of subject judges is available, situations may arise where they ought to be consulted in matters pertaining to their expertise.

To effectively perform the job, a judge should:

- **Review the questions at least one week prior to the day of the contest to assure the validity of both question and suggested response and to check for equally acceptable alternate answers.**
- Review the questions before the day of the contest to assure an understanding of the questions and enable themselves to correctly pronounce all terms employed.
- Review the rules which the judge will be expected to enforce.
- Act decisively when problems arise; trying to be too “nice” or prolonging decisions leads to further problems and challenges.
- Act impartially and consistently.
- **Be prepared to make rulings on questions in all subject areas. The judge does not have to justify their decision.**
- **Rule on all appeals at the time they are filed by captains or coaches.**
- Help monitor crowd behavior, with special attention to distracting noise, inadvertent answers from the audience or coaching from spectators.
- Be consistent in the degree of strictness with which answers are accepted or rejected, for instance, in the mispronunciation of names.
- Keep track of tiebreaker or replacement questions which have been used, and communicate that information to tournament manager after each round.

Official Scorekeepers

To successfully perform the job, the scorekeeper should:

- Make an official announcement at the end of the round of the final score.
- Carefully study in advance all scoring rules. Ideally, a practice round which can be scored in progress should be held on some occasion prior to the tournament.
- **Use a score sheet** which can be read in such fashion as to clearly reconstruct the running score after the round has been completed. This would include use of separate columns or some similar method to distinguish between the scores of each team, and recording questions where neither team scored.
- Score not only each individual question, but keep an accurate running score.
- Check the accuracy of any visible scoring display as the match proceeds.
- **Be especially careful in situations involving penalty points subtracted from a score; this is where most scoring mistakes are made.**
- **Halt action immediately if there is any question concerning the scoring.**

Room Scorekeepers

- Be a responsible student or adult (non-participant in competition).

- Carefully study scoring rules.
- Keep an accurate running score.
- **Maintain a visible score for each team in the round.**

Timers

To be effective as a timer the person should:

- Start the clock immediately upon the moderator completing the question.
- Be a responsible student or adult (non-participant in competition).
- Be attentive and alert to the moderator.
- Reset clock only when a question has been completed.
- Stop the action immediately if there is a problem with the timing mechanism.
- Speak in a firm, clear voice.

Instructions For Scorers And Timers

Scorer Reminders

- + **10 Points** Any correct answer
- + **0 Points** An incorrect answer when the question was read in its entirety
- **5 Points** An incorrect answer given and the moderator was interrupted before completely reading the question

Timer Reminders

1. Teams will have 10 seconds to answer the question.
2. Time begins when the moderator has finished reading the last syllable of the last word of the question.
3. If the moderator is interrupted before the question is read completely and the team gives an incorrect answer, **THE MODERATOR WILL READ THE QUESTION IN ITS ENTIRETY AND THE OTHER TEAM WILL HAVE 10 SECONDS TO ANSWER.**
4. Listen closely to the moderator for time limits on math and science questions. Time limits will range from 10 to 120 seconds.
5. Time stops when the buzzer first sounds.
6. When visuals are used, time starts when the visual is displayed to both teams. Time stops when the buzzer sounds.
7. If the first answer given is incorrect, the other team has **the remaining time plus five seconds.** (*Time begins when moderator has said "That is incorrect."*)

Arrange for Competition Site

Rooms used for competition should be selected on the basis of size and controlled access. First, decide how you plan to arrange the room for competition (*see suggested room arrangement diagrams on page 38*). This will help you determine the size and shape of the room, plus the number and location of electrical outlets you will need to accommodate the buzzer systems, etc. Consider also whether teams not competing in a particular match will be allowed to view other matches in progress, and select competition sites with appropriate audience space.

Secondly, study the access to the rooms you may wish to use. Access to rooms during competition needs to be controlled to assure that, in the event of questions which are reused for other matches, only persons from schools who have already competed on that set of questions are present. For this reason, use of a doorkeeper as well as name tags is advisable.

Access to rooms while matches are in progress also needs to be strictly controlled since so much of the competing teams' effectiveness depends upon concentration and speed of response. Distracting movement of spectators should be discouraged.

If classes will be in session in the building while the bowl is occurring, special care should be taken to minimize mutual disruptions. Bells and class change noise can be highly distracting to competitors, so planning should consider location selections or careful time schedules to avoid this problem. If classes are allowed to attend matches, competition should not continue during class change intervals.

Arrangements for some sort of lounge area for those not competing at any given time will also help minimize disruptions of the competition.

Arrange for Necessary Equipment

The most fundamental item in this area is the buzzer or recognition system which determines who responded first. If your school does not have such a system or needs additional systems to operate the competition format you have planned, guest schools can often be persuaded to bring their equipment. However, this may require assisting your tournament personnel as they familiarize themselves with another system.

Also remember **these electronic systems are sometimes temperamental**. Be sure to ask the sponsor who supplies you with borrowed equipment if there are any eccentricities in its operation, and **always have a backup system available**.

Other items which may be needed at the competition site are team-member identification numbers, a sound system (depending on the room conditions) and a chalkboard or similar means of visual display of the running score.

Arrange for Questions

This area is the most demanding, complex, intimidating and vital concern for bowl hosts. First of all, a substantial share of questions for your event should be locally generated and supplied by your own staff, your team members or yourself. This prevents the bowl from degenerating into a rote memory drill for those with access to the sources of your questions.

Unless you can obtain substantial staff and community support, hosting a bowl is probably an unrealistic goal. You will need the assistance of other teachers submitting and approving questions, as well as judging the tournament. Once you have an idea of the format you would like to use, calculate the number of questions you will need in each category. Always allow for tiebreakers and replacement questions in case certain questions must be thrown out.

There are many other sources from which questions may be obtained, but remember that leaning heavily upon any single source will give an advantage to those schools who have had experience with the same materials. Hence, questions should ideally be obtained from a variety of sources, with as many as possible originating from your school.

Specific guidelines for writing questions have been sent to all KSHSAA member schools submitting the Regional Scholars Bowl Tournament Entry Form, and are found in Section 02 of this manual.

Once all of your questions are prepared, they should be arranged into rounds. Various methods may be used, such as random selection, arranging rounds in order of increasing difficulty, or employing a computer to store and place questions.

After the various rounds have been prepared, careful checking of the questions is vital.

All questions should be checked for:

- accuracy of information
- clarity of wording
- typographical errors
- alternate answers
- appropriate question content and level of difficulty
- time limits required for all math and science computation questions (30-second minimum)

Questions should be examined not only by the tournament manager but also by judge and moderators prior to the day of the bowl. Moderators should also read through the questions in advance to check for problems in pronunciation, wording and parameters of acceptable answers. Visuals needed for any questions should be prepared and carefully checked, as well as being clearly marked for their proper placement (round number and question number).

Arrange for Breaks, Snacks or Meals

Since most tournament formats involve extended periods of time, allowance for breaks must be made. Both adult personnel and competitors will appreciate this consideration.

Depending upon your schedule, a meal break may be advisable. Careful thought must be given to meal arrangements in order to assure keeping to your schedule. If there are sufficient eating places available to serve the number of persons involved in your tournament within the allotted time, the meal break may simply be announced with a very clear statement of when participants are expected to be ready to resume competition. However, local restaurants should be notified well in advance if your event could create a sizeable influx over normal business.

You may also wish to consider serving a meal or snacks at the tournament site if time poses a problem. School clubs or civic groups may be interested in assisting with preparing and serving a meal. This option requires accurate planning in terms of time, and may also require teams to make advance reservations to assist in the planning.

Awards

Review **KSHSAA Awards Rule 20** if you plan to present awards to the winners of your invitational tournament. Discuss awards with your principal, then if questions are not resolved, contact the KSHSAA for interpretations. Arrangements for purchasing awards should be made well in advance to assure they are in your hands on the day of your tournament. **Plaques and trophies may only be presented to schools, not individual students.**

On the Day of the Tournament

The day of your scholars bowl tournament has finally arrived! Here is a general list of the items of the day:

1. **Have someone on duty at a prearranged telephone number to handle emergency calls**, including calls from teams who may be experiencing trouble in getting to the tournament.
2. **Competition sites should be carefully arranged for maximum efficiency of operation.** (Refer to suggested arrangement diagrams included in the back of this manual.) In arranging the location of teams, personnel and spectators, the following factors should be considered:

Judges should have a clear view of all team members, as well as the moderator.

Moderators should have a clear view of team members, judges and the operator of the buzzer system.

Scorekeepers should have a clear view of where a running score is posted.

Visuals should be held by the moderator in such a way that they can be easily viewed by both teams, and must be carefully shielded from view prior to their use.

Teams must be able to see the moderator, the person recognizing contestants and the opposing team.

Acoustics must be a factor in room arrangement. If the room is large, a sound system for the moderator and for the teams may be necessary. The operator of the buzzer system must be able to convey to the moderator when a buzzer has been activated, either by means of sounds from the system itself or speech, and clear recognition of who is to answer must be possible. **Judges must be able to hear the answers firsthand.** Furthermore, audiences should be placed so that noise problems are minimized, including the giving of answers by spectators. Audiences should be warned against this, and in some cases, monitoring of spectators may be necessary.

Remember, room arrangement must take into consideration the logistics of buzzer or recognition systems. Access to electrical outlets is necessary, and most systems have a considerable number of wires to be placed so they are not jeopardized by movement of teams or personnel. Limitations due to lengths of cords may dictate that the operator of the recognition system be located between the two teams.

3. **Materials should be in place before time for the rounds to begin.** Packets of questions should be in the hands of moderators and judges, score sheets in the hands of the scorers, stopwatches available for the timers, packets of visual aids labeled clearly, pencils and scratch paper (if so desired) on the tables where teams will be competing. In addition, tables should have numbers posted to provide easy means of designating individual team members, and some means of displaying the name of the school a team represents.

4. **Have a registration table for arriving teams.** Items suggested to be included in the registration procedures are:
 - Forms to be filled out by the coaches which officially register them and the students who will perform as team members.
 - Distribution of name tags.
 - Distribution of team identification display, such as a sign with their school name which will be used during rounds to assist scorers and the spectators.
 - Distribution of packets including copies of tournament rules, schedule, maps, score sheets which the coach may use during the tournament, and perhaps a post-tournament evaluation form.
5. Teams which have traveled a great distance or left home early will undoubtedly appreciate availability of some sort of refreshments while waiting for the tournament to begin.
6. Incoming tournament personnel should be met with instructions, and should have a location where they may gather to discuss procedures or ask questions.
7. An orientation session should precede the beginning of competition. The host school should welcome the participants to the scholars bowl, and teams should have the opportunity to ask questions about rules or procedure.
8. Every effort should be made to keep on schedule. Good schedules are drawn up with a certain amount of “breathing room” to deal with the unexpected. Be prepared for such contingencies as the team which calls to tell you they will arrive late, or the team which cancels at the last minute. Remember, in regard to replacing last-minute cancellations, it is against KSHSAA regulations to assemble a team consisting of individuals from different schools.
9. Have school personnel available to regulate traffic in and around competition areas.
10. **Post running results in some accessible area away from the competition sites.**
11. Use relief workers or provide breaks to keep your personnel fresh and at peak efficiency.
12. **If you are varying in format from the regional and state rules, always be certain:**
 - **such variations are clearly stated before competition begins; and**
 - **all possible outcomes have been anticipated, such as a schedule that brings two teams from the same school into head-to-head competition, or that allows the possibility of complicated tiebreaking situations.**
13. As manager of the bowl, remain available to deal with protests or unforeseen situations.
14. Protests should be dealt with fairly, but also as rapidly as possible. Well-prepared judges and carefully researched questions can minimize this otherwise harrowing problem. Above all, have clearly stated rules for dealing with protests and stick to them. You cannot please everyone all of the time.
15. The day's competition should end with a formal awards presentation. Be certain all awards presented are within KSHSAA regulations (see ***KSHSAA Awards Rule 20***).

Key Points to Cover in a General Assembly

Instructions to Coaches

1. Only captains may ask for an answer interpretation.
2. Captains may raise procedural points during the match.
3. Explain tiebreaking procedures to your students in a single match and also in pool play for advancement to finals round.

Meeting with Participants and Coaches:

1. Rules of play
2. Time schedule
3. Room decorum for participants and spectators
4. Awards presentation
5. Appeals process by captains and coaches

Checklist for Hosting Scholars Bowl

- Arrange for competition rooms, plus one for hospitality and one for opening assembly.
- Secure personnel:
 - moderators
 - head judges
 - panel of judges (math, science, language arts, world language, social studies)
 - timers
 - scorers
 - buzzer operators
 - doorkeepers
 - statistician
 - registration worker
 - hospitality room hosts
- Order food for hospitality room.
- Pre-Tournament communication to teams may include:
 - plans for notification of principals in case of inclement weather
 - date, time, location
 - maps of town and school
 - rules explanation of competition, including determinant of winners and awards
- Prepare team packets for day of bowl. Include:
 - team sign
 - rules
 - score sheet
 - copy of rounds
 - evaluation sheet
 - name tags if needed for room assignments
- Write instructions for moderators and judges.
- Give instructions to custodial staff on equipment needed and arrangement.
- Make posters or prepare digital display to show standings.
- Make copies of questions for judges and moderators. Make arrangements with judges for reporting any problems with questions. Allow plenty of time to make corrections.
- Some supplies needed on the day of competition:
 - visual aid posters - selected questions
 - paper and pencils for team tables
 - extra score sheets and rounds schedules for guests
 - stopwatches and one or two backup watches
- Hold practice session with workers.
- Hold practice session with moderators.

05 REGIONAL AND STATE TOURNAMENTS

Regional Competition Entries

Entry into KSHSAA regional scholars bowl competition requires submitting three items before the deadline dates:

1. ADM-Winter Entry Form (submitted online)
2. Entry fee (invoiced to AD)
3. Questions to be used for regional and state competition

Entries for regional competition will not be considered for an assignment until the entry form, fee and questions have all been submitted and accepted by the KSHSAA.

The Regional Scholars Bowl Tournament Entry is submitted on the ADM-Winter Form and is located on the KSHSAA website under *Entry Forms*. This form must be submitted to the KSHSAA before the deadline date indicated on the form.

Once the KSHSAA receives the entry form and fee, 35 questions must be submitted for use in regional and state competition. (These instructions are also included in Section 02 of this manual.) Again, these questions constitute an important part of the entry requirement for regional and state competition. **A deadline date has been appointed because of the time involved in preparing the questions for regional and state competition. Please do not submit copyrighted questions or questions used during regular season competition.**

***Schools NOT submitting questions will NOT receive a regional assignment unless a DOUBLE ENTRY FEE is paid.**

Regional Scholars Bowl Tournaments

Regional Scholars Bowl Tournaments will be held Thursday, February 1, 2024. The regional sites, managers and assignments for each classification will be released in December on the KSHSAA website (www.kshsaa.org). **By action of the Executive Board, all regional tournaments on a school day will begin at 3 p.m. or later.** Three o'clock p.m. is interpreted as the time for competition to actually begin. Registration and information assemblies would take place prior to 3 p.m. **(Regional pools will be drawn by lot by the KSHSAA.)**

Two Classes in 1A Scholars Bowl Postseason (1A Division I and 1A Division II)

KSHSAA RULE 5-2-1 (Excerpt) – Class 1A schools shall compete in two separate divisions in scholars bowl for postseason and KSHSAA state championship competition. Following annual classification and determination of schools assigned to Class 1A, the half of the schools with the larger enrollments will be assigned to 1A Division I and the half with smaller enrollments will be assigned to 1A Division II. If Class 1A has an odd number of schools, 1A Division I will be assigned one more school than 1A Division II.

Twelve (12) schools/teams will advance from regional postseason competition (top three from each of the four 1A DI Regionals) and qualify for the 1A Division I State Championships, and twelve (12) schools/teams will advance from regional postseason competition (top three from each of the four 1A DII Regionals) and qualify for the 1A Division II State Championships.

State Scholars Bowl Championships

State Scholars Bowl Championships will be held Saturday, February 10, 2024, starting at noon. Tournament sites and managers for each classification will be released in December on the KSHSAA website (www.kshsaa.org).

TOURNAMENT ORGANIZATION

Regional and State Competition

The following has been developed as a guide for managers of regional and state scholars bowl tournaments. It should also be informative to all those involved in the statewide scholars bowl program.

1. Read and know the Rules of Competition.
2. Arrange for, at least, **the required four rooms** of competition (two to four rooms for classes 6A and 5A). The bowl will be divided into two pools with each pool of schools participating in round robin competition. *NOTE: For both tournaments, the drawing for pool assignments will be done by the KSHSAA.*
3. **Begin competition in each room at the same time and keep the beginning time of rounds together since the same questions will be used in both pools.** When an odd number of schools participate, one pool will have more rounds of competition than the other.
4. In each room, arrange for tables for participants with buzzer system, timing device, whiteboard or other method of showing score of both teams, lectern or podium for moderator, table for room judge and official scorer and seating for audience (*see diagrams for suggested room arrangements on page 38*).
5. Obtain adult personnel for the scholars bowl as follows:

Registration Table Supervisor—An adult should be positioned and in charge of a registration table to provide information on room locations, check off arriving schools, conduct the drawing for pool assignments and, during the contest, keep a running score by rounds of each school's point totals.

Moderators (one for each room to read the questions)—**These individuals should be experienced in reading with good articulation.** They should have received copies of the rules and questions well in advance of the contest day in order to prepare themselves.

Head Judges (one for each room)—These individuals are needed to assist in maintaining order, to rule on challenges, to ascertain if the correct score is being kept and to make sure rules are followed.

Head Scorekeepers (one for each room) and a **Round Results Scorekeeper**—The head scorekeepers will keep score (on paper) for both teams during each round and at the end of the round will report the final score for both teams to the Round Results Scorekeeper. The **Round Results Scorekeeper** may be the same adult who served at the registration table. This person should have a chart showing team results by rounds for the interest of coaches and participants as well as visitors; **Student Scorekeepers** (one for each room) to keep a visible running score on a whiteboard in each room.

Subject Judges (one panel of four or five individuals)—These individuals should represent each of the academic disciplines from which questions are asked. Should enough personnel be available, a tournament manager may wish to provide a panel of subject judges for each room. **If one panel is used, the panel should be in a room apart from the competition rooms and the individual room judges may consult with them as needed.**

Timers (may be responsible students)—These individuals will time each question in the room. The timers should be provided a watch suitable for this responsibility.

Recognition Systems Operators (one for each room)—Individuals may be needed to operate the buzzer or recognition systems. It is advisable to test the system before each round of competition. **It is mandatory that a backup system be available.**

Doorkeepers (may be responsible students)—These individuals will have the responsibility to allow no one to enter or exit a room of competition until the round has been completed. They may also be used to indicate to the room judge that both rooms are ready to begin a round and thus keep the starting time of rounds together.

A Review Committee shall be appointed by the regional and state managers—The committee shall consist of three coaches and alternates. The committee will be used by the tournament manager **to decide procedural issues only.** The tournament manager has the final authority to assemble the review committee if they feel a coach's concern so merits.

NOTE: Review Committees rule on procedural issues only, and do not serve as an appeal board for judges' decisions on questions and answers.

6. **Officials' Honorarium:** Hosts of regional and state competitions will be paid 25 percent of the entry fee per school and \$200 for honorariums to pay moderators and judges per the KSHSAA policy. These individuals are to be paid the day of the tournament. All other contest workers are volunteers. Host schools also receive \$20 for any copy/visual aid expenses.

Information to Send to Participating Schools

Regional tournament managers should communicate two to three weeks in advance to each school assigned to their tournament which would include:

1. **Date and location of bowl**—Managers may wish to include a city map with the location of the school indicated, and a map of school facilities showing location of rooms to be used for competition, restrooms, etc.
2. **Time schedule**—All **STATE TOURNAMENT** registration shall begin at 11 a.m., with Round I of competition beginning at noon. **Three (3) p.m. is required as a starting time for regional contests occurring on school days.** Registration and assembly may begin prior to 3 p.m.

Deviations from this schedule must be approved by the KSHSAA.

3. **Telephone numbers**—Include host school and manager's home telephone number in case of emergencies. Principals of all participating schools must communicate with the host site principal.
4. **Parking instructions**—Give parking instructions for schools and visitors.
5. **Lunch facilities/arrangements**—If participating schools will have lunch at the host school, explain details of where, when and costs to participating schools. If lunch is the responsibility of the participating schools, provide a list of restaurants and their locations. We also suggest you notify area restaurants of your regional/state tournament so they might prepare for the possibility of a sizeable influx over normal business.
6. **Who advances to state?**—Remind the schools participating in your regional how many teams will qualify for state competition. This will vary by classification. Remind them to mail appropriate fees and forms.
7. **Round robin competition**—Explain the pool play round robin competition (drawn by KSHSAA) to the schools assigned to your tournament.
8. **Managers should attempt to determine estimated spectator following for each participating school to plan for adequate spectator seating.**
9. **Hospitality rooms** for advisors are customary. If refreshments are available to participating students, please explain.

Regional Tournaments (All Classes) – Round Robin Format of Competition

Round robin competition will take place in each pool of schools with each school meeting every other school in that pool. In regional competitions, if the number of competitive teams is fewer than 12, competition will be a single round robin pool. **Prior to the regional tournaments the KSHSAA will draw for pool assignments and order. At the end of the round robin pool play competition, the top three (3) schools from each pool will advance to the championship final round robin competition. Pool play winners are teams with the best win-loss records. In the event of ties, see "Breaking Ties" on pages 11-12 of this manual.** First-, second- and third-place teams in each pool advance to the championship round robin competition. Advancing schools will draw by lot their competition order (A, B, C, D, E or F). Tie-breaking procedures for the championship final round robin competition will use the **championship final round robin matches only, not the pool play rounds.**

State Qualifiers

Classes 1A DI, 1A DII, 2A and 3A regionals advance three teams to the state tournament. Classes 4A, 5A and 6A regionals advance four teams to the state tournament.

State 1A DI, 1A DII, 2A and 3A Tournaments - Round Robin Format of Competition

Round robin competition will take place in each pool of schools with each school meeting every other school in that pool. In state competitions, if the number of competitive teams is fewer than 12, competition will be a single round robin pool. **Prior to the state tournaments the KSHSAA will draw for pool assignments and order. At the end of the round robin pool play competition, the top three (3) schools from each pool will advance to the championship final round robin competition. Pool play winners are teams with the best win-loss records. In the event of ties, see "Breaking Ties" on pages 11-12 of this manual.** First-, second- and third-place teams in each pool advance to the championship

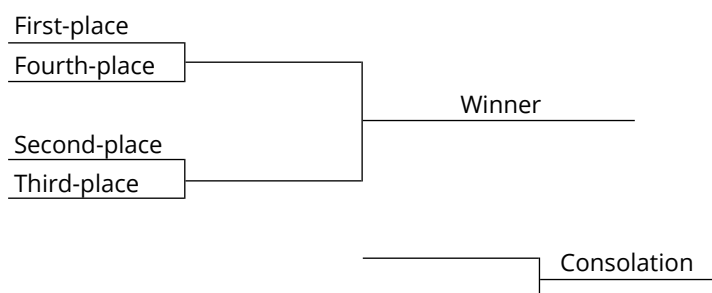
round robin competition. Advancing schools will draw by lot their competition order (A, B, C, D, E or F). Tiebreaking procedures for the championship final round robin competition will use the **championship final round robin matches only, not the pool play rounds.**

State 4A, 5A and 6A Tournaments – Round Robin and Final Bracket Format of Competition

In 4A, 5A and 6A state tournaments a single pool of eight (8) teams will be conducted. At the end of the round robin pool play competition, the top four (4) schools in the pool will advance to the championship final bracket competition. The first-place team will meet the fourth-place team, and the second-place team will meet the third-place team (see sample bracket). The winners in each bracket will meet to determine first and second place, and losers will meet in the consolation for third and fourth.

***For round robin pool play see page 37.**

FINAL ROUND (Cross Bracketing)



Awards

Trophies will be sent to each manager several weeks in advance. First- and second-place plaques shall be awarded at regional tournaments. First-, second- and third-place trophies shall be awarded at state, as well as first-, second-, third- and fourth-place medals, six medals for team members and one for the head coach. If awards are not received in perfect condition, please notify the KSHSAA immediately.

Certificates of participation for state-qualifying teams will be provided by the KSHSAA. Tournament managers ARE NOT to present awards to teams or individual students other than those provided by the KSHSAA.

Questions for Regional and State Competition

The KSHSAA will provide to each regional and state manager the questions to be used for competition. Questions are taken from those submitted by the schools entering regional scholars bowl competition. All questions are validated by a committee and assigned to rounds. Extra-round questions are prepared by the committee for each site, should they be needed.

It is imperative that tournament managers re-proof the question sets for validity and accuracy.

The typed questions and visual masters are in each envelope as needed. It is the responsibility of the scholars bowl manager to make additional copies of visual masters and questions. **Additional copies per round will be needed**—one for each moderator and each room judge. **Question security is of the utmost importance. Please protect the integrity of question packets. The original can be used by the team of subject judges. It is recommended a copy of the questions be sent to each judge/moderator several days before the competition.** Certainly the moderator needs time to practice, check on unusual pronunciation and prepare for this most important responsibility. The room judges need to be familiar with the questions to be asked, and **providing a copy to the panel of subject judges will give those individuals an opportunity to screen for correctness of answers and time allotments for questions.**

Destroy questions following competition. Managers are responsible to collect and destroy all copies of questions used at the conclusion of the competition. **DO NOT** share questions with the media or others. This will keep questions valid.

COACH RESOURCES AND OPPORTUNITIES

Kansas Association of Scholars Bowl Coaches (KASBC)

New Coach,

Need Mentoring?

Need Guidance Writing Questions?

Need Assistance Acquiring Questions for Competition and/or Practice?

Need Help Connecting/Networking with Other Coaches?

Contact the KASBC - www.kasbc.weebly.com/contact.html

Kansas Association of Scholars Bowl Coaches Executive Board

President, Bert Lewis

Fort Scott High School; 1005 S Main St.; Fort Scott, KS 66701
Phone: 620-223-0600; Fax: 620-223-5368; bert.lewis@usd234.org

Vice-President, Peter DeVries

Wichita Collegiate High School; 9115 E 13th St N, Wichita, KS 67206
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Secretary, Sarah House

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Communications, Kaila Rice

Andover Central High School; 603 E Central; Andover, KS 67002
Phone: 316-218-4700; Fax: 316-733-7798; ricek@usd385.org

Question Validation Coordinator; Mary Beth Mattingly

mbmattingly@gmail.com (retired)

2023-24 Postseason Host Sites

Schools – Please contact rgarman@kshsaa.org to host a regional (22 sites) or state (7 sites) competition.

2023-24 Scholars Bowl Question Validation Committee Meeting

Friday and Saturday, November 10 and 11, 2023 — KSHSAA Office

Schools and coaches may contact the KASBC Question Validation Coordinator before October 1 with names of coaches and/or teachers who are interested in serving on the validation committee.

TEAM SCORE SHEET

ROOM:

POOL:

ROUND:

TEAM:

TEAM:

QUESTION:

QUESTION:

1. (WL #1)	_____	_____
2. (LA #1)	_____	_____
3. (LA #2)	_____	_____
4. (LA #3)	_____	_____
5. (SH #1)	_____	_____
6. (SH #2)	_____	_____
7. (SH #3)	_____	_____
8. (SS #1)	_____	_____
9. (SS #2)	_____	_____
10. (SS #3)	_____	_____
11. (MA #1)	_____	_____
12. (MA #2)	_____	_____
13. (MA #3)	_____	_____
14. (FA #1)	_____	_____
15. (FA #2)	_____	_____
16. (YR #1)	_____	_____
	_____	_____
	_____	_____
	_____	_____
TOTAL:	_____	_____

1. (WL #1)	_____	_____
2. (LA #1)	_____	_____
3. (LA #2)	_____	_____
4. (LA #3)	_____	_____
5. (SH #1)	_____	_____
6. (SH #2)	_____	_____
7. (SH #3)	_____	_____
8. (SS #1)	_____	_____
9. (SS #2)	_____	_____
10. (SS #3)	_____	_____
11. (MA #1)	_____	_____
12. (MA #2)	_____	_____
13. (MA #3)	_____	_____
14. (FA #1)	_____	_____
15. (FA #2)	_____	_____
16. (YR #1)	_____	_____
	_____	_____
	_____	_____
	_____	_____
TOTAL:	_____	_____

OFFICIAL SCOREKEEPERS: COMPLETE PERTINENT INFORMATION

Why question was protested: _____

Were replacement question(s) used? _____ If yes, item # and extra round # of question(s) used: _____

Team Captain

Team Captain

TIEBREAKER QUESTION CATEGORIES

Directions: Photocopy this page. Cut apart squares and place in hat or ziploc bag for drawing category of tiebreaker questions as needed. (Read pages 18-19.)

LANGUAGE ARTS	MATH	SCIENCE	SOCIAL STUDIES
LANGUAGE ARTS	MATH	SCIENCE	SOCIAL STUDIES
LANGUAGE ARTS	MATH	SCIENCE	SOCIAL STUDIES
FINE ARTS	FINE ARTS	WORLD LANGUAGE	YEAR IN REVIEW

ROUND ROBIN TOURNAMENT SAMPLE

4-Team Schedule

A	2-1	4-2	4-1
B	3-4	1-3	2-3

5-Team Schedule

A	1-4	3-1	5-3	2-5	4-2
B	2-3	4-5	1-2	3-4	5-1

6-Team Schedule

A	2-1	3-4	6-4	5-3	5-6
B	4-5	6-1	2-3	6-2	1-3
C	3-6	2-5	1-5	4-1	4-2

7-Team Schedule

A	1-6	4-2	2-7	5-3	3-1	6-4	7-5
B	2-5	5-1	3-6	6-2	4-7	7-3	1-4
C	3-4	6-7	4-5	7-1	5-6	1-2	2-3

8-Team Schedule

A	5-6	3-4	7-8	7-5	1-3	3-6	8-2
B	3-8	1-7	6-2	6-1	4-2	4-5	7-3
C	4-7	8-6	4-1	2-3	5-8	2-7	1-5
D	2-1	2-5	5-3	8-4	6-7	8-1	6-4

9-Team Schedule

A	1-8	5-3	2-9	6-4	3-1	7-5	4-2	8-6	9-7
B	2-7	6-2	3-8	7-3	4-9	8-4	5-1	9-5	1-6
C	3-6	7-1	4-7	8-2	5-8	9-3	6-9	1-4	2-5
D	4-5	8-9	5-6	9-1	6-7	1-2	7-8	2-3	3-4

10-Team Schedule

A	1-10	10-3	9-7	7-2	10-9	7-1	2-10	4-3	10-5
B	2-3	9-4	8-10	4-5	2-6	5-6	1-3	6-1	6-4
C	4-8	7-6	5-1	3-9	3-5	9-2	7-4	8-9	2-8
D	5-7	1-2	3-6	8-1	7-8	4-10	9-5	5-2	3-7
E	6-9	5-8	2-4	6-10	1-4	3-8	8-6	10-7	1-9

11-Team Schedule

A	1-2	6-11	7-2	4-8	6-9	1-6	10-11	7-6	1-4	5-3	2-9
B	11-3	5-1	11-9	5-7	11-4	8-10	4-6	11-2	7-9	6-2	3-8
C	4-10	8-9	8-1	10-2	7-8	3-4	1-9	3-10	11-5	7-1	6-5
D	5-9	2-4	3-6	11-1	5-10	11-7	2-8	9-4	2-3	9-10	4-7
E	6-8	10-7	4-5	9-3	1-3	2-5	3-7	8-5	10-6	8-11	10-1

12-Team Schedule

A	1-4	5-10	4-11	5-8	6-7	9-12	1-3	10-11	5-9	7-12	4-8
B	2-3	1-9	10-12	9-11	8-10	2-4	6-10	1-8	4-10	8-11	6-12
C	5-12	2-8	1-2	3-10	4-9	5-6	2-9	4-5	1-12	2-5	3-9
D	6-11	3-7	6-9	1-7	2-11	3-8	4-7	2-12	3-11	1-6	2-10
E	7-10	4-6	3-5	4-12	1-5	7-11	8-12	3-6	2-7	3-4	1-11
F	8-9	11-12	7-8	2-6	3-12	1-10	5-11	7-9	6-8	9-10	5-7

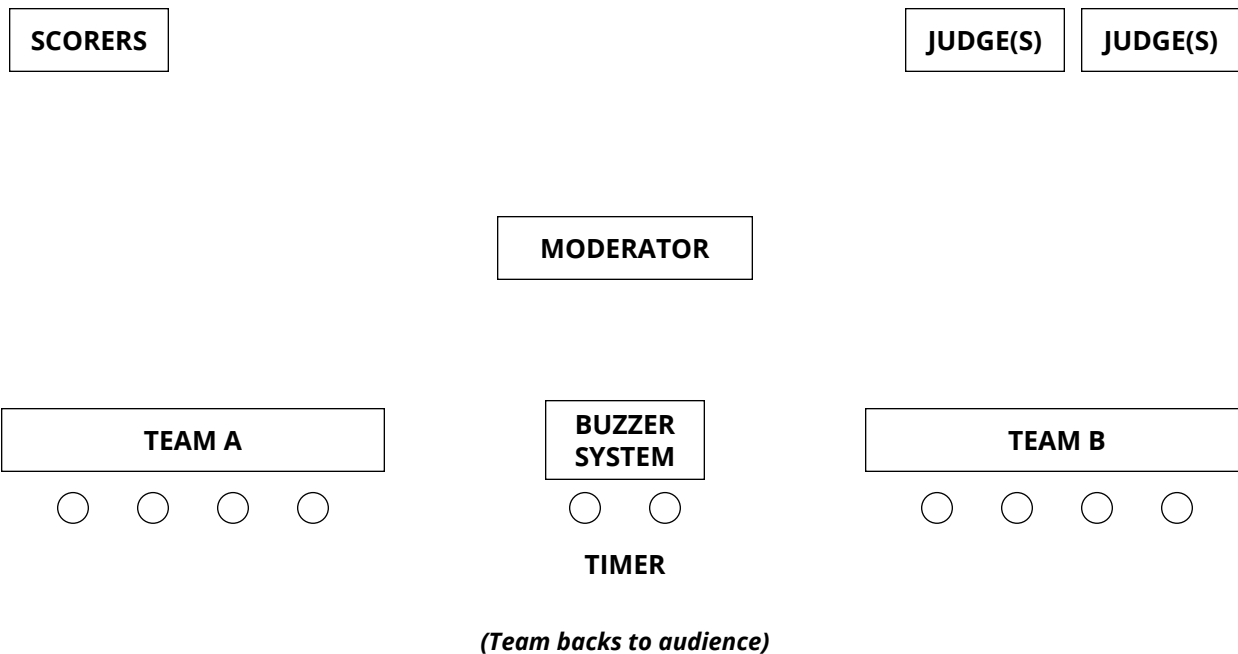
13-Team Schedule

A	1-2	9-10	4-5	12-13	5-10	11-7	13-8	10-1	2-12	11-6	8-12	3-7	1-12
B	3-13	5-1	10-12	7-5	9-6	10-8	12-9	7-4	13-1	8-9	7-13	4-6	11-2
C	4-12	2-4	8-1	2-10	8-7	3-2	11-10	9-2	11-3	7-10	4-3	10-13	9-4
D	5-11	12-7	13-9	1-11	2-13	6-12	5-3	11-13	10-4	1-3	5-2	12-11	10-3
E	6-10	13-6	7-2	3-9	4-11	13-5	2-6	3-8	5-9	13-4	1-6	2-8	6-7
F	7-9	11-8	6-3	8-4	12-3	4-1	1-7	6-5	6-8	12-5	9-11	9-1	8-5

14-Team Schedule

A	1-2	10-14	11-12	13-14	8-7	9-12	10-11	12-1	6-10	8-14	9-13	5-6	7-14
B	3-14	5-1	10-13	9-6	14-9	8-10	14-12	2-8	1-14	13-6	8-11	13-12	6-8
C	4-13	9-11	1-8	7-5	12-6	2-14	8-13	3-10	9-7	4-1	3-5	4-7	9-5
D	5-12	2-4	6-14	11-1	10-5	11-7	4-6	14-5	11-2	7-12	1-7	11-14	10-4
E	6-11	12-8	7-2	12-3	1-3	13-5	7-3	9-4	5-8	2-3	12-10	10-1	2-12
F	7-10	3-6	5-4	2-10	4-11	6-1	5-2	13-11	12-4	10-9	6-2	8-3	1-13
G	8-9	13-7	9-3	4-8	13-2	3-4	1-9	6-7	3-13	11-5	14-4	2-9	3-11

ROOM DIAGRAM 1



ROOM DIAGRAM 2

