

**Virginia High School League
1642 State Farm Blvd.
Charlottesville, VA 22911
434-977-8475 / 434-977-5943 (fax) / www.vhsl.org.**

VHSL SCHOLASTIC BOWL MANUAL

August 2013



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Virginia High School League, Inc.

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Ken Tilley, Executive Director
Lisa Giles, Assistant Director
Sharon Condoulis, Program Assistant

This official publication of the Virginia High School League has been prepared as an aid to high school Scholastic Bowl coaches; lay judges; festival/tournament directors; and persons who work closely with interscholastic Scholastic Bowl programs.

The general purpose of the League's Scholastic Bowl program is to stimulate interest and recognize student achievement in the academic program which is the foundation of a school's mission. The League encourages competition emphasizing knowledge of English, mathematics, science, social studies and miscellany (which includes fine arts, current events, entertainment/sports and religion/mythology/philosophy.)

Rules and guidelines contained in this manual have been established by the VHSL Scholastic Bowl Advisory Committee with approval of the League's Executive Committee. These policies are designed to ensure an equitable setting in which to conduct competitive activities and improve one's level of achievement.

Coaches, participants, judges, event administrators and observers are expected to adhere to the regulations and procedures described herein. They are also expected to apply the principles of good sportsmanship which, according to Webster's New Collegiate Dictionary is defined as, "Conduct becoming to a competitor, involving honest rivalry and graceful acceptance of results." VHSL sportsmanship rules as stated in the Handbook apply to academic activities just as they do to athletic activities. The procedure for addressing sportsmanship concerns is printed herein.

Besides containing all rules for Scholastic Bowl events, this manual includes tournament director kits, tournament official instructions, score sheets and other useful information so participants understand how events are administered and evaluated. The entry form for conference, regional and state competitions is available on the League website at <http://www.vhsl.org/activities.scholastic-bowl>. State entry forms are also distributed by regional directors to coaches of students qualifying for that level.

Persons receiving this manual are urged to read it carefully and retain it for reference purposes. If you have any questions or need additional assistance, please contact us at the League office.

We appreciate your continued support of Scholastic Bowl and we welcome your suggestions for its improvement.

Ken Tilley
Executive Director

Lisa Giles
Assistant Director for Activities

ABOUT THE VHSL

When members of the Washington and Jefferson Literary Societies at the University of Virginia decided in the fall of 1913 to organize a debating league among the secondary schools of the state, they could not have comprehended how their small project would develop, expand and grow into what is now the Virginia High School League.

Twenty schools took part in that first state event. By the fall of 1914 one hundred schools were enrolled in the Virginia High School Literary League. Its program was expanded during 1914-15 to include a contest in oral reading. And in conjunction with the University's General Athletic Association, statewide competition began in baseball, basketball and track. Other sports and activities soon followed. Dramatic activities have been an integral part of the VHSL since the first One-Act Play competition in 1931-32.

Membership in the League increased so rapidly that the Extension Division of the University of Virginia, and later the Division of Continuing Education, had to be assigned greater responsibility for the conduct of League affairs.

By 1926, the League realized that, in the interest of democracy, the legislative responsibilities of the League should be vested in representatives of member high schools. All activities were coordinated under one organization. Control of the composite program was charged to a body of principals known as the Legislative Council, assisted by a smaller Executive Committee.

In March 1946, the League was reorganized as the first step in a significant postwar program. Its name was changed from "The Virginia High School Literary and Athletic League" to "Virginia High School League" to suggest a wider field of League interests. Finally, in 1995, legislative control was transferred from the Legislative Council to the Executive Committee.

For equalization of opportunities sponsored by the League, each school is classified according to its enrollment into a Group, 1A-6A. Each group is subdivided into two regions, each of which consists of four conferences with an average of seven schools per conference. Today the League membership consists of 313 schools, nearly all of the accredited three- and four-year public high schools in the state.

More than 150,000 students participate each year in VHSL athletic programs. The League conducts state championships in 27 different sports — 13 for boys and 14 for girls — ranging from football and field hockey to gymnastics and golf. An additional 25,000 students take part in VHSL academic programs. Besides debate, drama and forensics, these include creative writing, scholastic publications and Scholastic Bowl.

Besides its sponsorship of individual and team activities for students, the League seeks to improve officiating and coaching by organizing and training more than 5,000 game officials, conducting rules clinics, providing information and materials and working closely with related organizations at the state and national levels. VHSL and the Virginia Association of Speech and Debate Coaches co-sponsor a speech, debate and theatre conference for coaches in early fall.

Through coordinated group action, the League has flourished. Thousands of men and women working with millions of boys and girls have provided wholesome, diverse activities that enhance the academic mission of schools. These activities provide valuable lessons that enrich an individual's high school experiences. They prepare students to lead more productive lives. They contribute to a unity of purpose within a team, a school, a community and the entire commonwealth. They help the League accomplish its main objective — service to Virginia's youth.

ABOUT VHSL SCHOLASTIC BOWL

Following years of discussion, the Virginia High School League returned to its roots in 1997-98 and launched its first new academic activity since 1932 and its first new championship in a decade in activities other than sports.

Scholastic Bowl, with state championship tournaments in Groups A, AA and AAA today at the College of William and Mary, pits four-person teams in a test of knowledge of English, math, science, social studies and miscellaneous areas like current events, entertainment, the arts and sports.

A double-elimination format in six rounds of team-on-team face-offs is used to pare a field of the top eight schools in each group to the eventual champion. The field will include two representatives from each geographic region of the state.

Although each playing team is limited to four persons, schools may carry more than four students and substitutions are permitted in each match between groups of questions.

Each match will have three parts: 15 toss-up questions with teams buzzing in for the opportunity to answer; 20 directed questions, 10 for each team, with team members permitted to discuss possible answers within a designated time limit; and 15 more toss-up questions. Subject matter will be mixed for each group of questions.

Although this state championship in academic competition is relatively young, many schools operating in a variety of regional associations have utilized 10 or 12 different formats for academic competition for years. Some competitions in metropolitan areas have been geared to television. Many of those programs continue, separate from the VHSL series.

Interest in a unified state championship began to surface in the mid-1980s. Although there were some exploratory discussions and preliminary proposals at that time, the new competition evolved from committee discussions beginning ten years ago.

The committee included Gary Houseman, principal of Rural Retreat High School; Nancy Phaup, activities director and academic coach at Prince Edward County High School; and Sharon Sneed, PTA representative from Fairfax County. Bob Button, VHSL assistant director, facilitated the meetings.

Most questions are prepared or procured by Fred Campbell. As commissioner for the competition, he is also directing the tournament.

Starting with the 2013-14 school year, the VHSL expanded its classifications from three to six in an effort to better accommodate competition based on school size and geography. To go along with this change, the double-elimination format previously used at the state level was changed to round robin.

Certainly, the League's involvement in academic activities is not new. VHSL actually began as an outgrowth of debate competition started by the Washington and Jefferson Societies at the University of Virginia in 1913 for 20 high schools. Competition in public speaking, which has grown to 10 different forensics events, began a year later. Championships in basketball, baseball and track were introduced the next year.

The League began recognition programs for student publications and creative writing in 1924 and added theatre in 1932. State championships were introduced for creative writing in 1946, for theatre in 1986 and for forensics in 1989.

VHSL also sponsors state competition in 27 sports: baseball, boys and girls basketball, cheer, boys and girls cross country, field hockey, football, boys and girls golf, gymnastics, boys and girls indoor and outdoor track, boys and girls lacrosse, boys and girls soccer, softball, boys and girls swimming, boys and girls tennis, boys and girls volleyball and wrestling.

VHSL ADVISORY COMMITTEE SERVES IMPORTANT ROLE

The Constitution of the Virginia High School League authorizes the Executive Committee to appoint advisory committees for the purpose of giving technical or other advice and assistance as may be necessary in conducting statewide activities programs for the benefit of high school students. Among these advisory committees is the Scholastic Bowl Advisory Committee.

This advisory committee is composed of active high school coaches or administrators and meets annually to develop the terms and conditions for administering state events as well as to make recommendations for improving administrative procedures governing Scholastic Bowl activities.

Members are appointed to provide (1) balanced geographical representation, (2) knowledge and experience and (3) representation for both large and small schools. The term of appointment is two years with staggered terms allowing for a combination of continuity and new ideas.

A member of the VHSL administrative staff works with the advisory committee in developing the scope of the committee's work and in presenting the committee's recommendations to the membership and/or to the Executive Committee. In order for legislative changes (Handbook amendments) to be implemented, they must be approved by the Executive Committee.

Obviously the strength of advisory committees is that they give the League's Executive Committee direct access to sentiment from the "grass roots" level. Committee members are encouraged to express their personal feelings and observations as well as ideas from their colleagues in the field. It is important to bear in mind that all decisions are ultimately based on what will best serve the interests of boys and girls from across the state who participate in the League's interscholastic activities.

For the 2013-14 school year, members of the SBAC include:

<u>Scholastic Bowl Advisory Committee</u>	<u>Region</u>	<u>Term Expires</u>
Elaine Argabrite, Radford	1A-West	December 2015
Matt Duckworth, New Kent	3A-East	December 2014
Justin Giroux, Warwick	5A-South	December 2013
Albert Gunn, James Madison	6A-North	December 2015
Ruby Hovatter, George Washington	4A-North	December 2015
Scott Jefferies, Rockbridge County	3A-West	December 2014

Ex Officio

Lisa Giles, VHSL Assistant Director

Scholastic Bowl Commissioner

Fred Campbell



VHSL RECOGNITION ACADEMIC ACTIVITIES



The Virginia High School League offers numerous opportunities to recognize those with outstanding achievements in and service to its programs among its administrators, coaches and other contributors. The VHSL academic activities advisory committees (DDFAC, SBAC, SPAC) need your help gathering preliminary information on candidates who may be worthy of receiving such recognition. Ideal candidates are those with longevity, service and success in their field on a state-wide level.

If you would like to submit a candidate for consideration, please fill out this form and return to VHSL Director of Activities Lisa Giles (lgiles@vhsl.org).

Candidate's Name: _____

Candidate's School: _____

Candidate's Phone: _____ Candidate's E-mail: _____

Candidate is a(n): ☐ administrator

☐ coach (indicate activity: _____)

☐ other (specify: _____)

Candidate's number of years of service to this activity: _____

Please explain why you feel this candidate deserves recognition. Your explanation may include details regarding his/her length of service, scope of service, success in the activity, or any other information that may be useful to committees or staff. _____

Name of person submitting form: _____

Phone: _____ E-mail: _____

SIX CLASSIFICATION AT A GLANCE

Here is a snapshot of how six classification expansion affects Scholastic Bowl beginning the 2013-14 school year.

1. See Final Adopted Conference Alignment Plan on following page to determine what conference your school is in, and what schools your school competes with at the conference and regional levels. For example, Colonial Heights is in Conference 25, Region 3A-East and Class 3A.

2. Unless your region has elected to maintain a district competition, playoff competition effectively now begins at the conference level, which advances its top two schools to the region, and the region advances its top two schools to the state championship to compete in a four-school championship.

3. The state championship format will change from double elimination to round robin.

4. Be aware that some schools that were formerly Group AAA now fall between Class 1A-4A. Those schools are:

Appomattox Regional Governor's School	Lakeland
Churchland	Lake Taylor
Colonial Heights	John Marshall
Deep Creek	Midlothian
Denbigh	Monacan
Dinwiddie	Nansemond River
William Fleming	I.C. Norcom
Glen Allen	Petersburg
Hanover	Phoebus
Heritage-Leesburg	J. R. Tucker
Heritage-Newport News	Maggie Walker Governor's School
Hopewell	Booker T. Washington
Huguenot	George Washington
Thomas Jefferson-Richmond	Woodrow Wilson
King's Fork	George Wythe-Richmond

4. State championship pairings will be as follows:

ROOM	ROUND 1	ROUND 2	ROUND 3
Blair 201	1AE1 vs. 1AW2	1AE1 vs. 1AW1	1AE1 vs. 1AE2
Blair 205	1AE2 vs. 1AW1	1AW2 vs. 1AE2	1AW2 vs. 1AW1
Blair 223	2AE1 vs. 2AW2	2AE1 vs. 2AW1	2AE1 vs. 2AE2
Blair 229	2AE2 vs. 2AW1	2AW2 vs. 2AE2	2AW2 vs. 2AW1
Chesapeake A	3AE1 vs. 3AW2	3AE1 vs. 3AW1	3AE1 vs. 3AE2
Chesapeake C	3AE2 vs. 3AW1	3AW2 vs. 3AE2	3AW2 vs. 3AW1
Tidewater A	4AN1 vs. 4AS2	4AN1 vs. 4AS1	4AN1 vs. 4AN2
James	4AN2 vs. 4AS1	4AS2 vs. 4AN2	4AS2 vs. 4AS1
Tidewater B	5AN1 vs. 5AS2	5AN1 vs. 5AS1	5AN1 vs. 5AN2
Chesapeake B	5AN2 vs. 5AS1	5AS2 vs. 5AN2	5AS2 vs. 5AS1
York	6AN1 vs. 6AS2	6AN1 vs. 6AS1	6AN1 vs. 6AN2
Commonwealth	6AN2 vs. 6AS1	6AS2 vs. 6AN2	6AS2 vs. 6AS1

Final Adopted Conference Alignment Plan for 2013-14 and 2014-15
Using March 31, 2012 ADM Figures

3A—East	3A—West	2A—East	2A—West	1A—East	1A--West
Conference 25	Conference 29	Conference 33	Conference 37	Conference 41	Conference 45
Colonial Heights	W. Albemarle	Arcadia	Appomattox	App. Reg. Gov.	Bath County
Lafayette	Monticello	Nandua	Chatham	Chincoteague	Bland/Rocky Gap
New Kent	Spotswood	King William	Dan River	Northampton	Covington
Poquoson	Stuarts Draft	Windsor	Gretna	Franklin	Craig County
York	Turner Ashby	Bruton	Buckingham	Surry County	Auburn
Southampton	Waynesboro	Maggie Walker	Randolph-Henry	Sussex Central	East. Montgomery
Park View - SH	Fort Definace				Radford
Warhill	Broadway			Conference 42	Narrows
		Conference 34	Conference 38	King & Queen	
Conference 26	Conference 30	Brunswick	James River-B	Mathews	Conference 46
Armstrong	Heritage-Lyn	Greensville	Floyd County	Middlesex	Chilhowie
Petersburg	Brookville	Bluestone	Giles	West Point	Patrick Henry (GS)
Hopewell	Rustburg	Goochland	Glenvar	Charles City	Rural Retreat
T. Jefferson – R	Liberty (Bed)	Nottoway	Martinsville	Chesterfield Comm.	George Wythe - W
John Marshall	Tunstall	Prince Edward			Fort Chiswell
Huguenot		Amelia County	Conference 39	Conference 43	Galax
George Wythe–R	Conference 31		Grayson	Rappahannock Co.	
	Alleghany	Conference 35	Marion	Colonial Beach	Conference 47
Conference 27	Lord Botetourt	Clarke County	Richlands	Essex	Council
James Monroe	Magna Vista	Madison County	Tazewell	Lancaster	Haysi
Spotsylvania	Northside	George Mason	Graham	Northumberland	Honaker
Culpeper	Rockbridge Co.	Strasburg	Grundy	Rappahannock	Hurley
Kettle Run	William Byrd	S. Jackson –Q		Washington & Lee	Twin Valley
Manassas Park	Staunton River	Luray	Conference 40		Holston
Brentsville Dist.		Page County	John Battle	Conference 44	Northwood
	Conference 32		Gate City	Altavista	
Conference 28	Blacksburg		Lebanon	William Campbell	Conference 48
Central (W)	Cave Spring	Conference 36	Lee	Central – L	Castlewood
Warren County	Christiansburg	R. E. Lee – St	Virginia	Cumberland	Eastside
Loudoun Valley	Hidden Valley	Riverheads	Central –Wise	Galileo Magnet	Rye Cove
William Monroe	Abingdon	Wilson Memorial	Union	Highland	Twin Springs
Skyline	Patrick County	Buffalo Gap		Parry McCluer	Thomas Walker
John Champe		East Rockingham			J. I. Burton
		Nelson County			Clintwood

Final Adopted Conference Alignment Plan for 2013-14 and 2014-15
Using March 31, 2012 ADM Figures

6A--South	6A—North	5A—South	5A--North	4A—South	4A—North
Conference 1	Conference 5	Conference 9	Conference 13	Conference 17	Conference 21
Bayside	Centreville	Green Run	T. Jefferson S/T	Churchland	Sherando
Frank Cox	Chantilly	Kellam	George Marshall	Lake Taylor	Woodgrove
First Colonial	Herndon	Kempsville	Thomas Edison	IC Norcom	Millbrook
Landstown	Oakton	Princess Anne	Falls Church	B. T. Washington	James Wood
Ocean Lakes	James Robinson	Salem	Mount Vernon	Woodrow Wilson	Loudoun County
Tallwood	Westfield	Mauzy	JEB Stuart	Deep Creek	Dominion
Granby		Norview	Wakefield		Heritage (LC)
	Conference 6		R. L. Lee (Sp)	Conference 18	Park View (St)
Conference 2	Fairfax	Conference 10		Denbigh	
Bethel	Langley	Gloucester	Conference 14	Heritage – NN	Conference 22
Kecoughtan	James Madison	Hampton	Freedom – LC	Phoebus	Chancellor
Woodside	McLean	Menchville	Stone Bridge	King's Fork	Courtland
Grassfield	South Lakes	Warwick	Briar Woods	Lakeland	King George
Oscar Smith	Hayfield	Great Bridge	Broad Run	Nansemond Rvr.	Eastern View
Western Branch	Washington-Lee	Hickory	Potomac Falls		Fauquier
	Yorktown	Indian River	Tuscarora	Conference 19	Liberty – Beal
Conference 3				Grafton	
Varina	Conference 7	Conference 11	Conference 15	Smithfield	Conference 23
Thomas Dale	Annandale	Atlee	Freedom (PW)	Jamestown	Charlottesville
Cosby	Lake Braddock	Henrico	Potomac	Tabb	Fluvanna
James River – C	South County	Highland Springs	North Stafford	Powhatan	Louisa County
Franklin County	West Potomac	Lee-Davis	Brooke Point		Amherst Co.
Patrick Henry – R	West Springfield	Deep Run	Massaponax	Conference 20	Harrisonburg
	T. C. Williams	Douglas Freeman	Mountain View	Caroline	Handley
Conference 4	W.T. Woodson	Mills Godwin		Hanover	
Gar-Field		Hermitage	Conference 16	Dinwiddie	Conference 24
C. D. Hylton	Conference 8		Albemarle	J. R. Tucker	E. C. Glass
Colonial Forge	Battlefield		Patrick Henry – A	Midlothian	Jefferson Forest
Riverbend	Stonewall Jackson	Conference 12	Orange	Monacan	Pulaski County
Stafford	Osborn	Matoaca	Halifax	Glen Allen	Salem
Forest Park	Osborn Park	Meadowbrook			G. Washington
Woodbridge	Patriot	Prince George			Carroll County
		L. C. Bird			Bassett
		Clover Hill			William Fleming
		Manchester			

CALENDARS AND DATES FOR 2013-14

The following calendars are provided to you in advance to assist in your planning your year and beyond. Please plan ahead to avoid conflicts with SATs, SOLs and other events. Keep in mind, deadline dates are just deadlines. Conference and regional tournaments may be scheduled prior to, but not after deadlines.

2013-14 ACADEMIC ACTIVITIES CALENDAR - ADOPTED

ACTIVITY	CLASS	CONFERENCE DEADLINE	REGION DEADLINE	STATE FINAL	LOCATION
Theatre	1A/2A	11/02/13	11/16/13	12/02/13	Monticello High School
Theatre	3A-4A	11/02/13	11/16/13	12/03/13	Monticello High School
Theatre	5A-6A	02/08/14	02/22/14	03/08/14	Dickinson Center
Scholastic Bowl	1A-6A	01/25/14	02/08/14	02/22/14	William & Mary
Forensics	1A-6A	02/22/14	03/08/14	03/29/14	Harrisonburg HS
Debate	1A-6A	03/29/14	04/12/14	04/25/14	Liberty University

Note: Easter is April 20

REGIONAL POSTPONEMENT POLICY

In case of extreme weather conditions which imperil travelers attempting to reach the regional event site, the regional director has permission to postpone the regional event, and therefore the state event entry form deadline, one day at a time until the day preceding the state event. If the regional event is delayed beyond the adopted regional deadline, the regional director is required to advise the Executive Director of the postponement and required to call in the regional results to the state event director as soon as the regional event is completed. In addition, the regional director is required to mail, deliver or fax the results to the state director and to the VHSL office.

2013-14 SAT TEST DATES

October 5, 2013
November 2, 2013
December 7, 2013
January 25, 2014
March 8, 2014
May 3, 2014
June 7, 2014

2013-14 ACT TEST DATES

September 21, 2013
October 26, 2013
December 14, 2013
February 8, 2014
April 12, 2014
June 14, 2014

VHSL Uses Social Networking

FOLLOW US ON TWITTER

The VHSL is using Twitter, a free micro-blogging service, to communicate timely, short messages to its constituents. Follow us at: www.twitter.com/vhsl_activities.

VHSL ACTIVITIES HAVE FACEBOOK GROUPS

In an effort to network and build community among the VHSL activities populations the VHSL in 2009 created Facebook groups. These groups are open to coaches, students, judges and others who are linked to the activities community and are intended to be a constructive, supportive environment where coaches/students may ask questions, share coaching tips and resources, solicit VHSL tournament officials/staff, etc. within the VHSL community. Official groups are:

- VHSL Forensics www.facebook.com/VHSLforensics
- VHSL Theatre www.facebook.com/VHSLtheatre
- VHSL Debate www.facebook.com/VHSLdebate
- VHSL Scholastic Bowl www.facebook.com/VHSLschobo
- VHSL Publications www.facebook.com/VHSLpubs
- VHSL Creative Writing www.facebook.com/VHSLpubs

The VHSL reserves the right to remove any post or user from any group. The following are guidelines for group use:

- Obscene, abusive, insulting, hateful, racist or sexually explicit language is prohibited as are defamatory comments or personal attacks. Posts that may be construed as threatening may be deleted and made available to the proper law enforcement officials.
- Commercial solicitations and/or advertisements are prohibited.
- All posts must be in English.

VHSL IS ON YOUTUBE

Subscribe to our YouTube channel at www.youtube.com/theVHSL.

SPORTSMANSHIP

Good sportsmanship is a top priority of the Virginia High School League. The manner in which your school is represented is far more important than whether your team wins or loses. Good sportsmanship is all about respect – respect for oneself, for teammates, opposing teams, coaches, judges, audience and for Forensics itself.

Inappropriate behavior is easy to identify. One need ask only two questions:

1. Is the observed behavior respectful of the targeted audience?
2. Does the observed behavior reflect positively on your school?

If the answer to either question is no, then the behavior is inappropriate and must not be tolerated. Respect must be a priority at all times and in all situations.

Each participating Scholastic Bowl coach bears a huge responsibility for making sure that good sportsmanship is valued. Inappropriate behavior can be an embarrassment to students, coaches, judges, administrators, the community and to the VHSL.

Each participating school is expected to provide administrators and other chaperones to actively supervise its student body and fans during the tournament and address inappropriate behavior if or when it occurs. Individuals who are disruptive, disrespectful, fail to comply with facility and/or VHSL procedures or otherwise behave inappropriately will be escorted from the facility.

- Scholastic Bowl coaches and school administrators have primary responsibility for observing their student body and fans, and for taking corrective action when their students or fans behave inappropriately. Students will react more quickly and more positively to their own teachers and administrators than they will to an unknown security guard.
- VHSL staff is not responsible for making sure your students and fans behave. That is your responsibility.
- Watching the competition is secondary to your supervision. You are “on duty” during the tournament, and your supervision must be active. VHSL and tournament staff will assist when necessary.

EXAMPLES OF UNSPORTSMANLIKE BEHAVIOR

The following list is by no means “all inclusive.” Please review this list with your student body and coaches so that they will know what is not acceptable.

- Booing, hissing or making any distracting noise or movement
- Antagonizing, intimidating or abusing participants, tournament staff or others
- Challenging a judge’s comments or rankings
- Seeking access to or sharing content of competition questions/answers used in previous matches
- Calling out or signaling answers
- Displays of temper, anger, boasting, use of profanity or arguing with tournament staff or judges
- Frivolous, unfounded and/or unsubstantiated challenges or protests against other individuals/teams

Unsportsmanlike behavior must be addressed by school coaches or administrators if/when they occur. Failure to do so is a violation of The League’s Sportsmanship Rule.

Remember, good sportsmanship is all about respect. Win with humility; lose with grace; do both with dignity.

Sportsmanship Violations

27-11-11 Procedure: Academic Competition-Unsportsmanlike action must be reported to the League by any school or tournament official. The report should include any corroborating information or testimony available. A copy of the report complete with any supporting information shall be transmitted to the principal of the school or schools involved. Each principal concerned shall report such information or answers to the report as he/she deems appropriate to the League. Upon receipt of all reports and a review of any action taken, the League shall refer copies of all documents, including a staff recommendation as to whether the school's response is sufficient, to the school or schools involved and to the chairman of the League, who may in turn refer the matter to the Academic Sportsmanship Committee to investigate and adjudicate what appears to be a violation of this rule. The Academic Sportsmanship Committee shall review at a time and place set by the League office such available evidence as it deems necessary to reach a conclusion. The League is specifically directed to pursue any items which on the surface have implications of being sportsmanship violations. A League staff member or member of the Academic Sportsmanship Committee may be assigned the responsibility of holding personal interviews with the principal parties involved. Actions such as seeking reports and holding interviews are not to be interpreted in any way as casting reflection upon a school adhering to League regulations, but as an effort to keep all parties properly informed. Penalties up to and including suspensions of member schools may be imposed by the Executive Committee and/or the Academic Sportsmanship Committee. A copy of the Academic Sportsmanship Committee's action shall be filed with the chairman of the conferences concerned.

Virginia High School League

SCHOOL SPORTSMANSHIP INCIDENT REPORT FORM

This form must be filed with the VHSL Office within 5 working days of the incident. **The incident must be reported to Tom Dolan by fax (434-977-5943), Phone (434-977-8475) or email (tdolan@vhsl.org) the first working day following the incident.**

Listed below are some situations which must be reported. This is by no means an all inclusive list. It is the school's responsibility to report all unsportsmanlike situations.

1. Any incident which involves team personnel leaving the bench area during a physical or verbal altercation. (Schools are responsible for disciplining those involved regardless of whether the officials ejected all involved)
2. Any incident which involves contest officials being accosted verbally or physically before, during or after a contest.
3. Any incident which involves spectators.
4. Any incident which leads to a disruption in the progress of the contest or which leads to a premature ending of a contest.
5. Any incident which involves the destruction or damage to school property or facilities.
6. Any incident which involves multiple participants regardless of ejections.
7. Any incident which escalates beyond what a normal ejection would involve.



Host School: _____ Date of Incident: _____ Date of Report _____

Schools Involved: _____

Officials Association: _____ Sport: _____

Description of Incident:

Action taken by school:

Comments:

Signature: _____
Principal



Sportsmanship. *It's up to you.*TM

Sportsmanship Pledge

I, _____ ,
make a commitment today to support my school to the best of my
ability, to maintain a positive attitude and to be a role model for
students, fans and community members. I will exhibit appropriate
SPORTSMANSHIP behavior and lead by example.

I will accept the responsibility of representing my school and
community by:

- Adhering to the rules
- Respecting the authority and judgment of coaches/advisors
and officials
- Demonstrating self-control—both physically and verbally
- Treating opponents with respect
- Congratulating opponents following victory or defeat

Signed: _____

Date: _____

Witness: _____

Protests

(3) The Virginia High School League permits the correction of clerical or scoring errors in each interscholastic activity as specified in that activity's specific rule book. In those cases in which there is no rule book for an activity or in which the rule book does not specify a definite time period for the correction of clerical or scoring errors and the results are not announced until the conclusion of the activity, clerical or scoring errors may be corrected within 60 minutes of the announced results. In debate, drama and forensics, a school which leaves the site prior to the end of the review period forfeits the right to appeal the results. No protests will be considered which are based upon the real or alleged failure of contest officials to interpret or apply game or contest rules properly, or to render correct decisions in matters of judgment. League rules provide that officials for all League athletic contests shall be mutually agreed upon by the faculty representatives of all schools concerned. When this has been done and the contest has been started, differences of opinion which arise during the progress of the contest must be considered on the spot, and the decision of the contest official shall be final. Games may not be played "under protest" for later review by a Committee; however, the Assistant Director shall render an interpretation to all parties involved as to the proper application of rules in cases of protests if complete facts are presented in writing to the League office. Such an interpretation will not change the outcome of the contest as the decision of a game official is final, unless the Assistant Director determines that the game official(s) has incorrectly permitted a contest(s) to be suspended, a tie(s) to be broken or a tie(s) to stand in contradiction to the game rules adopted by the League.

32-2-1 Procedure:

(1) Principals only may initiate protests. Protests shall be in writing, addressed to the district chairman or the Executive Director, as the case may be, and shall contain a digest of all the facts pertinent to the case. Protests shall be delivered in person or sent by special delivery or first class mail. They shall be delivered or postmarked not later than two working days after the contest or receipt of the information on which the protest is based. The Committee shall meet promptly to consider and act upon each protest properly filed with the district chairman. The Executive Director, when protests are filed with him/her, shall act promptly to initiate action through the Chairman of the League.

Accommodations

The VHSL is committed to providing reasonable and appropriate accommodations to students with disabilities at its academic tournaments. Any competing student requesting special accommodations must submit comprehensive, written information at least two weeks in advance of conference tournament to VHSL Assistant Director. This information should include (1) specific nature of disability as diagnosed by a qualified professional, (2) specific functional limitations of student and (3) accommodation requested as recommended by diagnosing professional. VHSL may provide the accommodation recommended, or such other accommodation as it deems reasonable to address the identified functional limitation. Any accommodations provided will be with the intent to provide an equal but not advantageous opportunity for student to compete and is not intended to alter the fundamental nature of the activity.

Handbook rules with interpretations and guidelines

Principals and Coaches: The following information is taken from the VHSL Handbook and Policy Manual. Interpretations appear in italics.

SECTION 30: PENALTIES

30-4-4 Specific Penalty for VHSL Event Not Being in Compliance with Policies-In situations where a member school hosts an event in which all VHSL guidelines are not enforced the following can apply:

- The host and all participating member schools will receive a Warning.
- The host school loses the ability to sanction that sport/activity tournament for three years.
- The host will be subject to a fine of \$50 for each VHSL member school participating in the event.

SECTION 126: SCHOLASTIC BOWL.

27-2-4 State Clinic Attendance Requirement-Any school sponsoring an interscholastic activity in any of the following sports or academic areas shall require at least one member of that activity's coaching staff to attend a VHSL sponsored rules clinic for that activity in each year that one is offered: Baseball, Boys Basketball, Girls Basketball, Cheer, Field Hockey, Football, Girls Gymnastics, Boys Lacrosse, Girls Lacrosse, Boys Soccer, Girls Soccer, Softball, Boys Swim and Dive, Girls Swim and Dive, Boys Track, Girls Track, Boys Volleyball, Girls Volleyball, Wrestling, Theatre, Forensics, Debate and Scholastic Bowl. Failure to attend will result in a penalty as stated in 30-5-1.

Coach is required to attend a Scholastic Bowl rules clinic annually. Failure to do so results in a written rules examination and \$50 fine.

126-1-1 Sponsored Activity-The League sponsors academic competition called Scholastic Bowl within groups leading to conference, regional and state recognition.

126-2-1 Purpose-To stimulate interest and recognize student achievement in the academic program which is the foundation of a school's mission, the League encourages competition emphasizing knowledge of English, mathematics, science and social studies.

126-3-1 School Participation-The League program is designed to supplement, not replace any existing local or regional academic competition.

The VHSL places NO restriction on participation in independent tournaments or on travel out of state. However, individual Regions and Conferences may elect to place restrictions on teams in that Region or Conference.

126-4-1 Program-The League's Scholastic Bowl competition begins at the conference level with optional regular season and/or conference tournament competition designed to determine two schools that will advance to a regional tournament. Each region participating will hold a tournament to select first place and second place teams to advance to a state tournament. If a first or second place school is unable to advance to the regional or state competition, the third place school in the appropriate conference or regional tournament may compete at the next level. No replacements beyond third-place schools shall be permitted. Deadline dates for conference and regional tournaments and the date of the state tournament are published in the annual official VHSL Calendar.

126-4-2 Conference Qualification-Conferences can qualify two schools to a regional tournament through regular season and/or tournament competition as determined by the conference council. If no more than two schools want to participate, the conference may designate the school(s) as the conference's representative(s) in a regional tournament. Failure of a conference, opting to conduct a tournament, to conduct the tournament on or before the deadline date may disqualify its schools from participation in the regional tournament.

126-4-3 The specific time, place and date for the conference tournament is determined by the tournament director, who is approved by the conference council. The name of the tournament director must be reported to the League office at least one month before the conference tournament. The director is responsible for the conduct of the tournament in accordance with League regulations. If a conference opts to use questions provided by the state commissioner, the tournament director must meet all deadlines and requirements established by the commissioner. The League office will supply tournament directors with a festival kit, containing all necessary instructions, well in advance of the deadline date for the tournament.

126-4-4 Regional Tournaments-The specific time, place and date for the tournament is determined by the tournament director, who is approved by the regional officers. The name of the tournament director must be reported to the League office at least one month before the regional tournament. The director is responsible for the conduct of the tournament in accordance with League regulations. If a region opts to use questions provided by the state commissioner, the tournament director must meet all deadlines and requirements established by the commissioner. The director is supplied by the League office with a tournament kit similar to the conference tournament kit well in advance of the deadline for the tournament. Any disputes about which school should represent a region at state must be resolved within VHSL rules and regulations at the regional level so that no more than two schools advance.

The tournament director (or her/his designee) is responsible for procuring/assigning game officials, securing rooms for the competition, verifying that all equipment is working and overseeing meetings for quizmasters/judges/timekeepers. In an emergency, he/she may be an official in one of the competition rooms.

126-5-1 Rules and Regulations—In all League sponsored academic competitions, both individual representatives and member schools are required to observe and comply with all League rules and regulations set forth in Section 26 through 33 of this Handbook, with the exception of those that make specific reference to athletics, as well as those rules that govern each specific contest as set forth in Section 126. All VHSL rules governing eligibility and sportsmanship shall apply. Violations of any of these rules render the offender liable to such disciplinary action as the appropriate conference, regional or state committee may impose.

126-5-2 Certification—Only entries submitted on the official entry form properly certified by the school principal and postmarked not later than the deadline date for entry shall be accepted.

126-6-1 Competition Format—Conferences and regions holding qualifying tournaments must follow state guidelines governing the tournament format. The state guidelines are not mandatory for regular season competition or for tournaments independent of the VHSL series.

126-6-2 Tournament Format—Each team advancing to the state competition will compete in a round robin tournament within its own classification group (1A, 2A, 3A...). The team with the best win-loss record shall be declared the state champion, and the team with the second best win-loss record shall be runner-up. Conferences and regions may use either a double-elimination or a round-robin format.

126-7-1 Participation—Each team must start each tournament with four players. If there are extenuating circumstances such as illness, a team may finish the tournament with fewer than four players.

Extenuating circumstances are determined by the tournament director.

Substitutes are recommended, but not required. Each school shall provide one person to serve as scorekeeper. Scratch pads and pencils will be available to teams during the competition. All other materials must be removed from the contestant's tables prior to the beginning of each round.

At the beginning of each match, each student's paper must be blank. Players may start making notes on their paper when the quizmaster starts testing the electronic equipment, but substitutes, when they come in, must have a blank sheet of paper. Any props, such as a list of Presidents or a periodic table, in the room should be removed.

126-8-1 Questions—Questions will be drawn from the following areas—mathematics, science/health, social studies, English and miscellany. Miscellany questions will include current events, fine arts, music, entertainment and sports. The questions will be randomly selected from among the categories within a particular game. There will be no guarantee that questions will be evenly distributed among the categories, although a balance will be sought. Questions will be read once except math questions, which will be read twice.

The matches prepared by the Commissioner will have the following distribution. The numbers are the average number of questions in that subject per match and include 5 spare questions. There may be minor deviations from that distribution.

- *Math 7 (Algebra 2, Statistics 1, Probability 1, Geometry 2, Trigonometry 1)*
- *Science 12 (Biology 4, Chemistry 2.5, Earth Science 2, Physics 1.5, Famous Scientists 1, Computer Science 1)*
- *English 12 (US Literature 4, World Literature 4, Vocabulary/Interdisciplinary 2, English Grammar 1, Foreign Language 1)*
- *Social Studies 12 (US History 4, World History 4, Geography 2, Economics/Civics/Psychology 2)*
- *Miscellany 12 (Current Pop Culture 2, Classic Pop Culture 2, Newsworthy Current Events 2, Visual Fine Arts 1.5, Audio Fine Arts 1.5, Religion 1.5, Mythology 1, Philosophy 0.5)*

Virginia-specific topics, especially in history, geography, current events and sports/entertainment, will also be included.

Tossups will be "pyramidal," that is, with several clues and written so that harder clues lead into easier clues. Categories such as foreign language and grammar, which do not lend themselves well to pyramidal questions, will therefore be more prevalent among the directed questions.

*The Commissioner or his designees will attempt to maintain rough equality in average difficulty and standard deviation between matches. Between directed sets in a match, the Commissioner will attempt to maintain equality in average difficulty and, **between the two sets in that match**, an equal difficulty and standard deviation. (Keeping standard deviation of directed sets equal across matches cannot be guaranteed as there are only ten questions in each set.)*

126-9-1 Games—Each game will feature two toss-up rounds and one team round: 15 toss-up questions; team round with 20 directed questions, 10 to each team; 15 toss-up questions.

126-9-2 Toss-up Rounds—Fifteen questions will be asked in each toss-up round for a total of 30 toss-up questions within each game. Any of the four team members from either team may respond by activating the electronic equipment and waiting to be recognized. Once the quizmaster finishes reading the question, a team member must activate the equipment within the designated time.

If there is a tie between the tone indicating time has expired or the timekeeper calling time and the player buzzing in during toss-up rounds (or the beginning of an answer during directed rounds) the tie will go to the player and he/she will have a chance to answer the question.

Otherwise, time will be called, and the quizmaster will give the correct answer and proceed to the next question.

*When the timepiece marking the remaining time is not visible to participating players, the timekeeper shall **count down** verbally the final three seconds of remaining time.*

Once a contestant has been recognized, he/she must immediately give the correct answer.

If the quizmaster is unsure of a player's answer, the quizmaster may ask the player to repeat her/his answer – the player MAY NOT change her/his answer. If the quizmaster believes the player has changed her/his answer, the quizmaster will then determine the answer was wrong.

("Immediately" shall be defined as three seconds after the team member is recognized, at which time the timekeeper should call "Time.") Teammates may not confer during the toss-up round. If the game officials rule that conferring has occurred, that will be treated as if that team answered incorrectly, with a five-point penalty for interrupting with an incorrect answer if appropriate.

The quizmaster and judges will be the judges as to whether conferring has occurred.

Conferring is defined as:

- *Any verbal or written communication during a tossup between players or between players and audience members (including coaches and players not in the game). Players may, of course, make notes on their own scratch paper, but looking at a teammate's scratch paper, even if that teammate is unaware, is conferring. Coaches are permitted to whisper or write notes to other audience members to see (including other coaches and players not in the game), provided they cannot be seen or heard by players in the game.*
- *Any gestures players make which communicate information about an answer, or gestures made by audience members (including coaches and players not in the game) for players to see. Players are permitted to look at their teammates (provided they don't look at their teammates' scratch paper), hold their buzzers forward and/or extend their arm to indicate they know the answer, or to make appropriate "thinking" gestures.*
- *Players and coaches are allowed to communicate between rounds. Between questions, communication must be limited to brief words of encouragement or deciding whether or not to appeal a particular question.*
- *At any time, players, coaches or audience members may alert the officials to unsafe or unacceptable conditions, either in the room or with a player/official/audience member. This is not conferring.*
- *If a player discovers his lockout system is not working during a tossup, he may signal by saying, "Buzz," or something equivalent. This is not conferring. The question may be thrown out if two or more players say "Buzz" simultaneously (since the equipment malfunction is unexpected and officials are not checking for who buzzed in first).*

If a team is conferring, that team forfeits the opportunity to answer that question.

The quizmaster will accept only the first answer given.

If a player stalls during the giving of an answer, this will be considered incorrect. Stalling is defined as a cumulative pause of three or more seconds after an answer has begun. Likewise, if a player precedes his answer with an interjection such as "Oh no!" the quizmaster will not consider that as the answer. However, it should not be counted as starting an answer.

If a player in the game stutters or has another physical condition that might reasonably prevent him/her from speaking quickly, this should be made known to the tournament director and game officials before the match. The quizmaster should be reasonable in accepting answers from those players; a handicap is not the same thing as intentional stalling.

NOTE: Only the first answer to a question may be accepted. If a participant gives an answer with two or more parts in an attempt to "hit upon" the correct answer, the quizmaster, with the assistance of the judges, should determine that part of the response that constitutes the first answer. The remainder of the response may not be considered.

If a participant provides two intricately related pieces of information (e.g. author/book, character/work, composer/opus, creator/creation, person/title, etc.) this will be treated as one answer, provided the relationship is correct and the answer to the question must be contained in the two pieces of information. If three or more related pieces of information are given (e.g. a character in a book by an author), only the first two are to be considered.

Acceptable Examples:

- *Shakespeare's Romeo and Juliet*
- *Romeo and Juliet by Shakespeare*
- *Shakespeare in Romeo and Juliet*

- *Shakespeare, Romeo and Juliet*
- *Tybalt, Romeo and Juliet (character/work)*
- *Tybalt, Shakespeare (character/creator)*
- *Alexander Graham Bell, telephone (creator/creation)*
- *Speaker of the House Dennis Hastert*

Unacceptable Examples:

- *Tybalt in Shakespeare's Romeo and Juliet (three pieces of information, unacceptable if the answer is R&J; acceptable if the answer is Tybalt or Shakespeare)*
- *Shakespeare's Carrie (Steven King wrote Carrie, so the relation of the two pieces of information is incorrect)]*

Each correct answer is worth 10 points. There will be no penalty for an incorrect answer on an uninterrupted question. The opposing team shall have the remainder of the original designated response time for one person to buzz in and respond after the original answer has been ruled incorrect. If time is up, the other team must give an immediate answer.

126-9-3 Interruptions (on toss-up questions only)-If the question is interrupted, the quizmaster will stop reading the question at the point of an interruption. If an incorrect answer is given, a 5-point penalty will be assessed and the question will be reread for the opposing team from the beginning of the sentence in which the interruption occurred. One person from the opposing team may then buzz in to give an answer, with no consultation with team members. If the question is interrupted upon reading the question to the opposing team, no penalty is assessed in the event that they give an incorrect answer. No points are awarded unless they are correct, and the quizmaster moves on to the next question.

126-9-4 Special Procedures for Mathematics Questions-Since mathematics questions are read twice, special handling of interruptions is required. If an interruption occurs during the first reading and the answer is incorrect, apply the 5-point penalty and re-read twice. If an interruption occurs during the second reading, do not penalize an incorrect answer and re-read the question once.

Unless a mathematics question explicitly asks for the answer to be given in lowest terms or in a certain format (e.g. degrees, radians, simplified radicals), an answer that is mathematically equivalent, can be shown as such in a reasonable amount of time and demonstrates knowledge of the process needed to obtain the answer will be accepted. If a player buzzes in BEFORE the explicit request is made in the question (e.g. buzzes in with 90 degrees before the question asks "in radians") this will also be acceptable.

Acceptable answers would include:

- *2/4 or 10/20 for 1/2*
- *1/2 PI radians for 90 degrees*
- *1 divided by the square root of 3 for the square root of 3 divided by 3*

Unacceptable answers would include:

- *3+1 for a question that is "What is 2 plus 2?"*

In questions involving units of measurement (square feet, yards, etc), unless the question mentions the unit of measurement (e.g. "How many square yards is..."), the player is expected to give the unit of measurement. If the player provides the correct number, but does not provide the unit of measurement, then the quizmaster will prompt the player (e.g. "Please provide the unit of measurement"). If the player provides an incorrect unit of measurement, then the quizmaster will rule the answer incorrect.

126-9-5 Answering Before Being Recognized-If a team member begins his/her answer after ringing in, but before being recognized, one warning will be issued per team. If the answer is correct when the warning is first given, the team will receive the full 10 points. A five-point foul will be assessed after the warning for each improper response -- a correct response will be awarded 10 points with a 5-point penalty; an incorrect response will receive a 5-point penalty only.

126-9-6 Wrong Person Answers-If the wrong person answers the question, but the proper person was identified, the quizmaster will turn to the first person from the other team to buzz in. If that response is incorrect, the question dies.

126-9-7 Questions Directed to Teams-Each team will have the opportunity to answer 10 directed questions. At the end of the first toss-up round, the team that has the lower score may choose to answer directed questions "A" or "B." If they select "A," they will have questions directed to them first, and if they choose "B," they will go second. (If there is a tie at the end of the first round, the quizmaster will flip a coin with the team who is first alphabetically calling the toss. The winner of the coin toss will then select the order of questions.) During this part of the competition, team members may confer and all answers will be given by the team captain unless he/she explicitly designates another team member to answer a specific question. The team captain shall wait until the entire question has been read to respond. If a team fails to answer a directed question within the designated time, or answer incorrectly, the question will go to the opposing team.

Players may choose to get up from their seats, or move their seats around, for the directed question round.

During directed questions, the captain or her/his designee must begin an answer before the designated amount of time expires. The designee cannot designate someone else. Designating a teammate DOES NOT count as starting an answer. If time expires while an answer is being given, the person answering must finish the answer without stalling. Stalling is defined as a cumulative pause of three or more seconds after an answer has begun.

Ten points will be awarded to the team with the correct answer.

No penalty will be assessed during directed questions if the captain or her/his designee interrupts the reading of the questions and then gives an incorrect answer.

However, the other team, if it has not heard the entire question, will have the opportunity to hear the question in its entirety and have ten seconds in which to confer. For computation questions, the other team will have the chance to hear the question in its entirety twice and have the designated time in which to confer. So, if the second reading were interrupted, the question would be re-read once to the other team.

Questions will be alternated between teams, with the first question given to team A and the second question given to team B, etc. If a team fails to answer a directed question within the designated time, or answers incorrectly, the opposing team will be asked by the quizmaster to give an immediate answer within the remainder of the designated time or immediately if the buzzer has already sounded without having the question reread.

If the team to whom the question was directed answers incorrectly, the opposing team must begin its answer within the remainder of the designated time or immediately if the buzzer has already sounded.

There are 20 and 30-second computation questions in the directed round. A statement regarding specific time limit will be written into each question to serve as a reminder. Math tossups and directed conceptual questions will be 10 seconds.

126-9-8 Mistake in Question Presentation-If the quizmaster misreads a question or presents in a way contrary to existing rules, the judges will confer with the quizmaster and rule whether a mistake in presenting the question has occurred. The judges' decision will be final. If it is ruled that a mistake in presenting the question has occurred, the judges will void the question and substitute a new question for both teams, if the mistake occurs in the toss-up rounds. If a mistake is made by a quizmaster in a directed question (such as giving a correct answer before the second team has had an opportunity to answer), a new question will be directed only to the second team.

Toss-up questions refer to those in rounds one and three only. Directed questions are those in round two. Presentation refers to actions of all officials at discretion of quizmaster.

126-9-9 Answers Involving a Person's Name-If the answer to a question involves a person's name, the answer will be considered correct if only the last name is given, unless the question specifically calls for the first and last name or if a first name is required to properly identify a specific person. If an incorrect first name is given, in either case, the answer will be considered incorrect, even if the proper last name is given.

If a question does not specifically call for a first name answer but a first name or full name is needed to ascertain the correct answer (e.g. Robert, John F., or Ted for Kennedy; or John Adams/John Quincy Adams for Adams; or George W. Bush/George H.W. Bush for Bush), the quizmaster will prompt the player to "Please be more specific."

126-9-10 Contesting-A team coach must contest or appeal a decision of the quizmaster or judges and note the reason for his/her protest at the time he/she believes there has been an error.

If questions are raised about the correctness of an answer a player gives and there is easy agreement of players, coaches and/or judges on the appropriate response, the issue may be resolved immediately and the score adjusted as appropriate. This resolution may include throwing out the question, but ONLY if both coaches agree.

If agreement is not easy or immediate (10-15 seconds), the game officials will make a decision. A coach may then make a formal protest. A player may ask their coach to make a formal protest, but the final decision to protest lies in the hands of that team's coach(es).

However, the protest will be resolved only at the end of the match and only if the outcome of the match could be changed by that decision. The judges will consult both head coaches before reaching a decision. The judges' decisions are final.

If the judges or their designee(s) cannot provide a resolution to a formal protest after fifteen minutes of research, the initial decision of the game officials will stand, and the answer(s) printed on the question sheet will be regarded as correct. The tournament director will then contact the question provider with this protest, so he/she can make necessary adjustments.

126-10-1 Declaring the Winner- The team with the highest number of combined points in the toss-up and team rounds will be declared the winner of that game. If a tie exists at the conclusion of the final toss-up round, toss-up questions will be asked one at a time until the score changes, either because one team gets a correct answer or is penalized, thus breaking the tie. All rules applying to toss-up questions will also apply to tie breakers.

The team with the best win-loss record shall be declared the state champion, and the team with the second best win-loss record shall be runner-up, and so on. In the event of a tie in win-loss record, the tie breaker shall be determined by head-to-head whereby the winner is selected based on which team won when the two played each other. If a head-to-head tie exists, the second tie breaker shall be total points scored in the tournament.

The third tie-breaker shall be a 15-question toss-up with a "sudden death" tie breaker question if necessary. In the event of a three-way tie (on third tie-breaker), one school of the three shall be drawn from a "hat" and that school will get a first round BYE for the toss-up round. The other two schools play, then the BYE team plays the winner of the two other schools in a second round.

One of the score sheets will be considered the official score sheet. Each team's coach must sign the score sheet at the conclusion of the match to indicate his/her acceptance of the final score and to forfeit the right to make further appeals.

126-11-1 Substitution-Substitutions may be made only at the end of the first toss-up round, or after both teams have answered directed questions. If the captain is replaced by a substitute before the directed questions round, a new captain must be designated.

126-12-1 Scoring-Ten points will be awarded for each correct answer. Five-point penalties will be assessed for interrupting a toss-up question with an incorrect answer and/or for answering without being recognized as outlined in Section 7. A double penalty will not be assessed against a single team on any one question.

Score checks should be made after each round, and at the request of either coach.

The quizmaster, with the help of the judges, must inform all officials, players, coaches and audience members when a five-point penalty is given.

126-13-1 Officials-Each quiz room shall be staffed with the following personnel: a quizmaster; at least one judge, who will also keep score; and a timekeeper/equipment operator. Each participating team will provide a scorekeeper, who will confirm results with the judge(s). The quizmaster and judge(s) must be adults. The decision of the judges is final.

Adults are defined as anyone who has graduated high school.

Ideally, the room should be set up with game officials between both teams and both players and officials facing the audience, forming three sides of a square and the audience forming the fourth side. If the quiz room contains a stage, both players and officials should be on the stage.

Separate copies of instruction sheets for game officials should be provided. Legitimate copies of those sheets shall have the same weight and force as information contained in this document.

126-14-1 Awards-Each conference and regional council shall adopt a program of awards for its Scholastic Bowl competition. The Virginia High School League shall present trophies to the teams placing first and second in the championship game in each group. Medals, not to exceed 12 per team, will be awarded to the individual team members of the first and second place teams in each group.

Suggestions and Instructions for Scholastic Bowl Meet Directors – Conference/Regional

MEMORANDUM TO: Conference Scholastic Bowl Directors
FROM: Lisa Giles, VHSL assistant director
RE: Tournament kit

Enclosed are the materials to assist you in the conduct of a Conference/Regional Scholastic Bowl Meet. We assume that the date and time for the meet have been set, and that you have been named director of the meet. If you are not the meet director, please forward this package to the appropriate person or call the VHSL office. Included in this kit are:

The rules and regulations for Scholastic Bowl were approved by the Executive Committee in 2002 and added to the VHSL Handbook in Section 126. A copy of that section is enclosed with other material we think will help you run your competition as efficiently and fairly as possible.

The state tournament will be held at the College of William and Mary on Saturday, February 22, 2014. The deadline for conference tournaments is January 25 and for regional tournaments is February 8.

We call your attention to rule 126-6-1 Competition Format. It reads as follows:

Conferences and regions holding qualifying tournaments must follow state guidelines governing the tournament format. The state guidelines are not mandatory for regular season competition or for tournaments independent of the VHSL series.

Any conference or region holding a single qualifying event to determine who advances to the next level must follow the VHSL guidelines for competition, and the guidelines permit either a double-elimination tournament as used at state or a round-robin tournament in which every team meets every other team.

If a conference holds a regular season of multiple academic competitions and uses that series to determine which schools advance, the competition format may vary from the VHSL format. And, if no more than two schools in a conference want to participate, the conference may designate the school(s) as the conference's representative(s) in a regional tournament.

We have enclosed copies of instruction sheets used at the state level for all tournament personnel. We thought those instructions might be helpful as you direct your personnel.

If you have questions, please call Lisa Giles at 434-977-8475 or Fred Campbell, our commissioner, at 540-389-5982 (home) or vascholasticbowl@gmail.com. We do not regulate the source for questions used in regular season or at the conference/regional level, but state questions are developed and/or approved by Mr. Campbell, and all inquiries about tournament questions should be directed to him.

We hope that you have a wonderful tournament and that your winners represent you well.

LRG/sdc

VHSL Scholastic Bowl

Sample Double-Elimination Pairings Brackets

*If AA beats BB, AA is the undefeated champion. If BB beats AA, each has one loss and the two schools will play a re-match for the championship.



VHSL Scholastic Bowl Information for Tournament Directors

The following guidelines apply only to directors of conference or regional tournaments following the VHSL guidelines.

Working with you will be quizmasters, judges, timekeepers and scorekeepers. Formats may vary depending on the number of participating schools. Participating schools may be required to provide the judges and scorekeepers. Judges should not be assigned to matches involving schools in which they have a vested interest. Normal staffing for a match will be a quizmaster, two judges, a timekeeper and two scorekeepers. Scorekeepers will work the matches in which their schools compete. You should provide an assignment sheet covering quizmasters, judges and timekeepers.

Responsibilities

1. Account for your assigned personnel and be sure they know which matches they are working.
2. Attempt to answer questions and resolve issues arising within your group. If they are beyond your understanding of the competition rules, refer them to the commissioner. The Commissioner hopes this will be rare! If you obtain questions from the commissioner, the questions will be provided free of charge to all participating teams. If you do not obtain questions from the Commissioner, then know what your question provider's policy is regarding providing questions to the participating teams.
3. Before the tournament:
 - Ensure the items on the tournament sheet are checked off.
 - Hold meetings for the quizmasters, judges and timekeepers. You may of course delegate this responsibility.
 - Make sure that tournament personnel and coaches sign Security Agreement.
 - Ensure that each room is set up in accordance with the Commissioner's Interpretation of Handbook Section 126-13-1, with players and officials facing the audience, or at the least, players at a right angle to the audience. Again, you may delegate this responsibility.
4. At the beginning of each round:
 - Be sure that the workers assigned to your matches are present,
 - Distribute the question-and-answer sets for the round to the quizmaster, and judges (it is extremely important that the correct question-and-answer sets be used.)
 - Be sure that match officials have all of the materials they need for the match.
5. At the conclusion of each round:
 - Collect the completed score sheets from the two scorekeepers and verify that the scores are the same on both (you should be verifying what the lead judge has already done at the end of the match),
 - Obtain signature of each team coach on the score sheets. This indicates his/her acceptance of the final score and forfeits his/her right to make further appeals.
 - Enter the official scores of matches and the names of the winning and losing teams in the appropriate places on the official draw sheet,
 - Be sure that each team still in the competition knows when and where their next match takes place.
6. At the conclusion of the final round (may be either Round 6 or 7):
 - Report the name of the winning and second-place teams to the VHSL,
 - Participate in the awards ceremony, which will take place 10 minutes after the conclusion of the final round.
 - Account for all official score sheets

VHSL Scholastic Bowl Security Agreement

I understand that seeking access to or sharing content of Scholastic Bowl competition questions (or answers) used in the current season is a sportsmanship violation.

I understand that it is also my duty to secure the content of competition questions (and answers). I understand that I may not:

- discuss questions or answers with anyone other than the tournament director or quizmaster
- make copies of questions or answers
- share hard copies of questions or answers
- forward or otherwise electronically transmit questions or answers

Name (Print)

Name (Signature)

I am a:

_____ Quizmaster
_____ Judge
_____ Timekeeper
_____ Coach
_____ Tournament Director

Tournament Director, please distribute and collect after officials' meeting.

VHSL Scholastic Bowl Information for Quizmasters

Quizmasters should be assigned to matches between teams with which they have no connection or vested interest. If you find you have been assigned to matches involving a team with which you have a connection or interest, notify your group coordinator as soon as possible so that assignments can be changed if possible. You are expected to have some knowledge in the academic fields from which questions are drawn, but you do not have to be an expert in any of the fields. Some familiarity with the fields will aid in pronunciation, appropriate presentation of questions, and determining the correctness of answers (if they are not identical to the answers provided).

You will be given an opportunity to study these instructions ahead of time, but you may not see the questions until shortly before the competition. During or following your training, peruse the questions and clarify anything that is in doubt before the academic competition actually begins.

You will be in charge of all aspects of the matches you work. You will read the questions and otherwise establish the sequence and pace of the activities, including coordinating the activities of the other officials. You must know the roles of the other officials and defer to them, when appropriate, or prompt them, if necessary. It is not the quizmaster's duty to be an entertainer or "personality." Quizmasters must refrain from elaborating on or discussing answers. Following are specific procedures you should follow during academic competitions.

General Rules

- 1. In general, questions are read only once;** however, math questions are read twice. The only exception to this rule is when a contestant interrupts (i.e., buzzes in while you are still reading the question). In such cases, when the answer given is incorrect, the question should be re-read for the opposing team from the beginning of the sentence in which the interruption occurred. In the case of math questions, it is not considered an interruption if a team buzzes in during the second reading; however, if the question is not answered correctly, the question should be re-read for the opposing team. Because buzzing in during the second reading of a math question is not considered an interruption, the team would not be penalized if its answer were incorrect.
- 2. You may accept an answer only from the recognized contestant** (i.e., the one identified by school and buzzer number by the timekeeper) in the toss-up sessions and the team captain or his/her explicit designee in the directed session. If you do not hear an answer clearly, ask the contestant to repeat it exactly as originally stated. If the answer is changed in any way, judge it incorrect.
- 3. Accept only the first answer.** If a contestant gives an answer with two or more parts in an apparent attempt to "hit upon" the correct answer, the quizmaster, with the assistance of the judges, should determine what part of the response constitutes the first answer. The remainder of the response may not be considered. If a participant provides two intricately related pieces of information (e.g. author/book, composer/opus, etc.) this will be treated as one answer, provided the relation is correct. Examples include "Romeo and Juliet by Shakespeare," "Shakespeare's Romeo and Juliet," etc. "Shakespeare's Carrie", however, would not be accepted. The judges will be the final arbiters of what constitutes two intricately related pieces of information.
- 4. Prompt if part of the required answer is given.** The required part of the answer will be marked on the question sheet, usually by bolding and/or underlining the text. Only one prompt ("I need more information.") can be given. Therefore, if the answer is Hank Williams, Sr., and the player's first response is "Williams," the quizmaster will need to prompt. If the player gives an answer of "Hank Williams," the quizmaster will declare the answer incorrect as the player did not give a complete answer. Pronunciation is sometimes a concern. On any question whose answer involves foreign words or terms, should there be ambiguity, misunderstanding or confusion in the quizmaster's mind regarding the pronunciation of the answer or should the opposing team protest the answer, the quizmaster will simply ask the first team to spell the contested word or words. If the spelling is correct, the answer is accepted as correct. If the spelling is incorrect, the quizmaster and judges will determine whether or not the spelling is close enough to indicate that the team knew the correct answer. (e.g) "P-e-p-p-i-n" should be acceptable for "Pepin the Short," or "A-g-i-n-c-o-r-t" should be acceptable for "Agin-court."
- 5. The answers printed on the question sheet should not be regarded as infallible or the only acceptable responses.** If the judges feel that a player has given an answer that is equivalent to the answer on the question sheet, they are allowed to accept it as correct, but an opposing coach or active player may choose to make a formal protest of the decision to accept the answer. Likewise, if the judges feel that an answer on the question sheet is incorrect, they should feel free to disregard that, and a coach or active player can choose to make a formal protest that the answer is correct.
- 6. Contestants must answer immediately after buzzing in and being recognized** by the timekeeper (i.e., identified by school and buzzer number). Throughout this document, responding immediately means starting the answer within three (3) seconds of being recognized.

7. **Team members may not confer during toss-up sessions;** however, they may confer during directed sessions.

Specific Procedures

1. **Before the match begins,** be sure that the judges, scorekeepers, and timekeeper have the materials and equipment they need, and the lockout box system is working properly. Judges need a scoring sheet and the question-and-answer set for the appropriate round of the competition. Scorekeepers need scoring sheets and the timekeeper needs a digital watch with which he/she can time ten seconds as well as a copy of the questions, so he/she can know when to start the timer. Answer any questions the other officials have about their roles. It is essential that you have the right question-and-answer set for each round of competition. Do not proceed if you have any doubts. Contact your group coordinator or the tournament director.
2. **Starting the match.** At the designated starting time, introduce yourself and the other officials in the room. Start all matches on schedule to avoid the possibility of compromising questions and answers. Then ask the team members to introduce themselves and their coaches, and identify the team captain. Suggest that team members test the equipment at this time. Read the "Official Introductory Format" and ask if coaches or team members have any questions about the rules.
3. **First toss-up session.** Start the match by announcing the first toss-up session. Proceed with Toss-up Set 1. Read the first question and wait until a contestant buzzes in. If no one buzzes in within the designated time after the question has been read, the timekeeper will call time and you should give the correct answer and proceed to the next question. If a contestant does buzz in within the designated time, you or the timekeeper will identify the contestant who buzzed in by school and buzzer number. He/she must respond immediately. The timekeeper will call time when three seconds expire. Following a correct response, say something like "That is correct. 10 points for 'xxx'." If the answer is incorrect, refer the question to the opposing team, saying something like, "That is incorrect. Can you take it 'xxx'?" One of the opposing team members must then buzz in within the remainder of the designated time (or immediately if the designated time has already expired) and be recognized before answering the question. Once a contestant is recognized, he/she must start his answer immediately. If both teams fail to answer a question correctly, give the answer and proceed to the next question. Continue the remainder of the 15 questions in Toss-up Set 1 following the same procedures. Announce the score at the end of the first toss-up session.

Interruptions. If a contestant buzzes in while you are reading the question, stop reading immediately, even mid-word. Then follow the same procedures as if you had completed the question. If the answer is incorrect, however, assess and announce a 5-point penalty and re-read from the beginning of the sentence in which the interruption occurred. Any member of the opposing team may then buzz in within the remainder of the designated time (or immediately if the designated time period has already expired). In the unlikely event that the opposing team also interrupts and answers incorrectly, it will not be penalized. (Note: Buzzing in during the second reading of a math question is not considered a formal interruption and a team that does so is not penalized if its answer is incorrect. However, you should re-read the question for the opposing team.)

Answering before being recognized. If a contestant answers a question without buzzing in or after buzzing in but before being recognized, give the team a warning and award it 10 points if the answer is correct. If the answer is incorrect, refer the question to the opposing team in the usual manner. Give a 5-point penalty each time a team answers before being recognized after its one warning; however, the team may continue to earn the 10 points for correct answers (for a net of 5 points). A team may be assessed only one 5-point penalty per question even if it has more than one infraction (e.g., an interruption followed by an incorrect answer and answering before being recognized).

Wrong person answers. If another person on a team answers a question other than the person who buzzed in and was recognized, the team will not receive credit for the answer even if it is correct. Without indicating if the answer is correct or incorrect, indicate that the wrong person answered and refer the question to the opposing team. In the rare case that a contestant buzzes in first and a member of the opposing team answers, the answer should be ignored and the contestant who buzzed in should be asked to respond. If the contestant who buzzed in is incorrect, the question "dies." You will read both teams the answer, and move to the next toss-up.

Mistake in reading question. If you make a mistake in the reading of a toss-up question and cannot readily correct it (which should be extremely rare), substitute a first question on the Extra Questions Sheet for that round of competition. If you need more than one extra question in the round, use the second question, etc. In general, correct mistakes on directed questions as long as the question is not compromised. Other situations that

may cause a question to be replaced would include an audience member blurring the answer to a question (read the replacement question to one of the two teams only if necessary), facts within the body of the question contradicting each other, or by mutual agreement in handling a protest.

4. **Directed question session.** This session follows the first toss-up session. Announce the start of the directed questions session, reminding the teams that only the captain can answer unless he/she explicitly designates another team member to answer a specific question. Give the team that has the lower score an opportunity to select the order of questioning by selecting either Directed Set A (it goes first) or Set B (it goes second). If the score is tied, flip a coin and ask the team that is first alphabetically to call heads or tails while the coin is in the air. Give the team winning the coin toss the choice of selecting Set A or Set B. Direct the first question in Set A to the appropriate team, then direct the first question in Set B to the other team. Continue asking questions, alternating from one team to the other.

Procedures during directed questioning are different from the toss-up procedures. Buzzing in is not required. Team members may confer with each other, but the team captain, or his explicit designee, must give all answers. The captain will have a designated amount of time after the completion of the reading of the question to confer and start his answer. If the team answers incorrectly or does not begin their answer before the timekeeper calls time, refer the question to the opposing team captain without re-reading the question, calling for an immediate response (the timekeeper will call time after three seconds). When an answer is given, say either "That is correct. 10 points for 'xxx'" or "That is incorrect." At the end of the directed questioning, announce the score.

Team member other than captain answers. If a team member other than the captain, or a person explicitly designated by the captain, gives an answer, ignore it (you may act as if this is part of the team members' discussion of the question). Wait for the captain or his designee to give the answer until time expires. If multiple team members are giving an answer, you may ask the captain to give an answer for her/his team.

5. **Second toss-up session.** Announce the second toss-up session, which concludes the match (unless there is a tie). Proceed just like the first toss-up session, except that the questions will be read from Tossup Question Set 2.
6. **Concluding the match.** After the second toss-up session questions are completed, consider any outstanding appeals. If there are no appeals or after any appeals have been resolved (see below), announce the final score, congratulate the teams, and dismiss them. Collect all official question-and-answer sets and scoring sheets and put them back into your notebook.

Handling Unusual Circumstances

1. **Ties.** If the two competing teams have the same number of points at the end of the second toss-up session, continue the match with a sudden-death toss-up tiebreaker. In the tiebreaker, use any unused questions on the Extra Questions Sheet until one of the teams achieves a point advantage, following the same procedures as in the regular toss-up rounds. The match ends when one team achieves a point advantage, either by answering a question correctly or by the opposing team being penalized. In the unlikely event you run out of questions, contact the tournament director or group coordinator for more questions.
2. **Appeals.** An appeal by either team may be noted as the issue is raised, but will be adjudicated at the end of the match (i.e., the end of the second toss-up session), only if a ruling on the appeal could change the outcome of the match. (Note: Appeals may not be considered at the end of the first toss-up session even if it could affect the order of directed questions.) If an appeal is made, you and the judges should discuss the appeal with both teams' coaches, make a decision, and adjust the score to reflect the decision. In almost all cases the judging panel's decision is final; however, if necessary, questions regarding an interpretation of the competition rules may be referred to the tournament director. See the Handbook and the Commissioner's Interpretations for further guidelines on how to handle appeals.

VHSL Scholastic Bowl Official Introduction

(To be read by quizmaster prior to start of the first match)

The match will consist of two rounds of 15 toss-up questions, with a round of 10 questions directed to each team between the two tossup rounds. Substitutions may be made at the end of round 1 or round 2 but not during a round. Members of the audience shall refrain from providing any form of assistance to the competitors at any time during a match. Judges shall assess appropriate penalty for any such violation. During the tossup portion of the contest, the first student to buzz in with the correct answer will receive 10 points. If an incorrect answer is given after the question is completed, there is no point penalty and one member of the other team may buzz in within the remainder of the designated time limit. If time is up, the other team must give an immediate answer (within 3 seconds). Should a tossup question be interrupted and answered incorrectly, the team is penalized 5 points, and the question is re-read from the beginning of the sentence in which the interruption occurred. A member of the other team may then buzz in with an answer. Each correct tossup answer is worth 10 points. If a student buzzes in and answers a tossup before being recognized, that team will get a warning. If someone on that team buzzes in later in the match and answers without being recognized, the team will be penalized 5 points—either +5 for a correct answer (10-5) or -5 for an incorrect one. Teams will not be double penalized for an incorrect interrupt and answering before being recognized on the same question.

At the beginning of the round of directed questions, the team that has the lower score at the end of the first tossup round will select questions “A” or “B,” which will be alternated between teams. If there is a tie, a coin toss will determine who has the choice, with the team coming first alphabetically making the call. Question 1A will be read first followed by 1B. During the round of directed questions, the team members may consult with one another but only the captain or his or her designee may give the answer. After the question is read, the team must begin its answer within the designated time limit and before the sound of the buzzer. If the team to whom the question was directed answers incorrectly, the opposing team must begin its answer within the remainder of the designated time or immediately if the buzzer has already sounded.

Scores will be stated at the end of the first toss-up round, the end of the directed round, and at the end of the game. A coach or the captain may contest a decision at the time he or she thinks a mistake has been made but no later than after ONE additional question has been asked. A decision on the appeal will be made only at the end of the match and only if the outcome of the match could be changed by a decision (25 point difference or less). All judges’ decisions are final.

Please refer to the Handbook and the Commissioner’s Interpretations for further details about the rules.

At this time, I ask that everyone turn off their cell phones or any device that may disrupt the round.

Finally, I will remind all present that seeking access to or sharing content of competition questions and answers before they are formally released by the Commissioner at the end of the Scholastic Bowl season – whether intentional or unintentional, in casual conversation, writing or through electronic means -- is a VHSL sportsmanship violation.

VHSL Scholastic Bowl Information for Judges

Judges should be assigned to matches between teams with which they have no connection or vested interest. If you find you have been assigned to matches involving a team with which you have a connection or interest, notify your group coordinator as soon as possible so that assignments can be changed, if possible. You are expected to have some knowledge in the academic fields from which questions are drawn, but you do not have to be an expert in any of the fields. To the extent possible, judges are assigned so that one will have a background in math and/or science and the other will have a background in language arts and/or social studies. You may be asked to make judgments about the correctness of certain answers, but your judgments during questioning will be limited primarily to whether or not an answer given is equivalent to one of the correct answers provided in the question-and-answer set. In the case of an appeal at the conclusion of a match, the judging panel (you, the second judge, and the quizmaster) will rule on the appeal.

You should have an opportunity to study these instructions ahead of time, but you may not see the questions until shortly before the competition. During or following your training session, peruse the questions and clarify anything that is in doubt before the academic competition actually begins.

Specific Procedures

1. **Prior to start of the match.** Obtain the appropriate question-and-answer set and a scoring sheet from the quizmaster. Familiarize yourself with the content of the question-and-answer set.
2. **During the match.** Follow along as the quizmaster reads the questions and alert the quizmaster to any misreading. It is your responsibility to determine if contestants buzz in before the quizmaster completes the reading of the question (this is an interruption). If the quizmaster is interrupted and the response is incorrect, remind the quizmaster to penalize the team 5 points. Listen for contestants' responses to determine whether or not the answer is correct in case the quizmaster asks for your help. Observe the contestants to be sure that they do not confer on toss-up questions, that the officially recognized contestant is answering, and the teams are otherwise conforming to the rules and procedures.
3. **Correctness of responses.** In most cases, the quizmaster will not need judges' assistance in determining if an answer is correct. The question-and-answer set will have the required part of the answer noted, usually by bolding and underlining the text of the required part. No prompting is necessary if the required part of the answer is given. If there is a question about the correctness of a contestant's response, confer with the other judge and the quizmaster before deciding whether or not to award points for the answer. Accept only the answer given in the official question-and-answer set for the match or some reasonable equivalent. If the answer on the official question-and-answer set is incorrect, award points if the correct answer can be easily determined, or throw the question out if both teams are agreeable. For other problems, coaches may note an appeal which will be adjudicated at the end of the match (i.e., after the second toss-up session) if the outcome of the match could be changed. Unless the question requires both first and last names, contestants need to give only the last name of persons as their answer.
4. **Accept only the first answer.** If a contestant gives an answer with two or more parts in an apparent attempt to "hit upon" the correct answer, the quizmaster, with the assistance of the judges, should determine what part of the response constitutes the first answer. The remainder of the response may not be considered. If a participant provides two intricately related pieces of information (e.g. author/book, composer/opus, etc.) this will be treated as one answer, provided the relation is correct. Examples include "Romeo and Juliet by Shakespeare," "Shakespeare's Romeo and Juliet," etc. "Shakespeare's Carrie", however, would not be accepted. The judges will be the final arbiters of what constitutes two intricately related pieces of information.
5. **Handling appeals.** A judging panel consisting of the quizmaster and the judges assigned to the match will handle all appeals. Appeals may be considered only at the end of the second toss-up session. Consider an appeal if the decision could affect the outcome of the match. (Note: Appeals may not be considered at the end of the first toss-up session even if it could affect the order of directed questions.) If an appeal is made, the judging panel should confer with both coaches before reaching a decision regarding the appeal. In almost all cases the judging panel's decision is final; however, if necessary, questions regarding an interpretation of the competition rules may be referred to the commissioner.
6. **Keep score.** You will be responsible for keeping track of the score, although you will not be the official scorekeeper. Keep score on an official scoring sheet and compare your scores with the scores of the scorekeepers prior to reporting the score to the quizmaster at the end of the first toss-up session, end of the directed session, and the end of the second toss-up session. If there are disparities among the records of those keeping score, the disparities must be reconciled immediately.

7. **Monitor audience behavior** and ask the quizmaster to announce any problems, such as unnecessary noise, distractions, unauthorized conferring, etc. Unauthorized conferring by team members or a coach will result in that team forfeiting the opportunity to answer the question. Judges should warn and/or remove any disruptive audience member.
8. **At the end of the match**, sign your scoring sheet and give it to the quizmaster.

VHSL Scholastic Bowl Information for Timekeepers

To the extent feasible, each timekeeper will be assigned to only one competition room. You should have an opportunity to study these instructions ahead of time, and you will receive training on the procedures and use of the equipment on the day of competition.

Specific Procedures

1. **Prior to the start of a match**, become familiar with the lockout boxes and timing equipment and be sure all equipment is in good working order.
2. **Responsibilities during toss-up sessions**. Using the countdown timer provided, time begins as soon as the quizmaster finishes reading each question. The time allotted for math questions will vary and the quizmaster will state the amount of time allotted before reading the question. Each math question will be read twice before time begins. If time elapses before a contestant buzzes in, say "Time" (most equipment will beep when time has elapsed, but call time orally, as well). After contestants buzz in, stop the countdown timer (but don't reset it yet), recognize the contestant who buzzes in first by school color and buzzer number (e.g., red #2), and reset the lockout boxes (not the timer). The contestant must answer immediately (defined as 3 seconds to start the answer). After three seconds, call time.

When the team buzzing in answers incorrectly or gives no answer within the time allowed, the question is referred to the opposing team. As soon as the quizmaster refers the question to the opposing team, announce how many seconds are left and restart the countdown timer (if any time remains). The opposing team will have the remainder of the time to buzz in. Call time if no one buzzes in before the beeper sounds. If the first team uses up the designated time, the opposing team must buzz in as soon as the question is referred to it. In either case, the answer must be started immediately after they buzz in. Again, call time if they fail to start their answer within three seconds.

If a team buzzes in before a question is completed, you will not have started the timer, and the team has three seconds to answer before you should call time. If that answer is incorrect, the quizmaster will re-read the question from the beginning of the sentence in which the interruption occurred, and the opponent has the full designated time to buzz in and answer the question. When a question has been completed, due to either an answer or the inability to answer, reset all of your equipment.

3. **Responsibilities during directed sessions**. During directed sessions, teams have 10 seconds to confer and then start answering non-computation questions. Allotted time for computation questions will vary and begin after the second reading of the question. Starting when the quizmaster finishes reading the question (twice for math), time using the countdown timer and then call time if the team captain (or his designee) has not started answering. If the first team answers incorrectly, the question will be referred to the opposing team for an immediate answer. If the opposing team does not start its answer within three seconds, call time. In the unusual event that a team interrupts during the reading of a question and answers incorrectly, the countdown begins after the question has been re-read to the opposing team. When the timepiece marking the remaining time is not visible to participating players, the timekeeper shall **count down** verbally the final three seconds of remaining time.
4. **At the end of the match**, reset all equipment so that it will be ready for the next match.

VHSL Scholastic Bowl Information for Scorekeepers

Scorekeepers are provided by the participating schools and will follow their teams. The quizmasters for the matches you work will have scoring sheets if your group coordinator has not given them to you. You will need a pen to use in completing the score sheets.

Specific Procedures

1. **Prior to the start of a match**, be sure you have the team rosters for the match you are working, if required, and a scoring sheet. Record the team names and other information on the scoring sheet.
2. **Record points**. Record toss-up points (10 points for each correct answer and 5-point penalties where appropriate). Record points for directed questions (10 points for each correct answer). Listen for the quizmaster's announcements of point awards and penalties and record them on your scoring sheet. If you are unclear, please ask. Often, the teams, coaches and audience will themselves be unclear. (Note: Teams may not be penalized more than 5 points on any one question.) Use the following symbols for recording scores:

10	Correct answer
-5	Penalty in absence of correct answer
5	Penalty with correct answer
0, X or -	Incorrect answer
3. **Confirm the scores** with the other scorekeeper and the lead judge at the end of the first toss-up session, the end of the directed session, and the end of the match. If the scores are not in agreement at any point, resolve the differences immediately. Each time the scores are confirmed, report them to the quizmaster.
4. **At the end of the match**, sign your scoring sheet and give it to the quizmaster.

Scholastic Bowl Scoring Sheet

_____ Match number _____ Room number

SCHOOL: _____ SCHOOL: _____

Toss-Up Session 1

	SCHOOL	SCHOOL
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		
12		
13		
14		
15		

Directed Session

	QUESTIONS		QUESTIONS	
	A	B	A	B
1A				
1B				
2A				
2B				
3A				
3B				
4A				
4B				
5A				
5B				
6A				
6B				
7A				
7B				
8A				
8B				
9A				
9B				
10A				
10B				

Toss-Up Session 2

	SCHOOL	SCHOOL
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		
12		
13		
14		
15		

Tossup sessions:

"10" for a correct answer
 "5" for a correct answer without
 being recognized
 "-5" for an incorrect interruption
 "0" for an incorrect answer that isn't
 an interruption
 Put nothing down if there is no
 answer

Directed session:

Note which team has directed set
 "A" and directed set "B"
 "10" for a correct answer
 Put a "0" or a dash "-" if the team
 passes or gives an incorrect
 answer

Start time: _____

Stop time: _____

Tiebreakers

1		
2		
3		

SCHOOL: _____

SCHOOL: _____

Toss-Up Session 1: _____

Toss-Up Session 1: _____

Directed Session: _____

Directed Session: _____

Subtotal: _____

Subtotal: _____

Toss-up Session 2: _____

Toss-up Session 2: _____

FINAL SCORE: _____

FINAL SCORE: _____

Coach's Signature: _____

Coach's Signature: _____

Judge's Signature: _____

Winning School: _____

VHSL Conference Scholastic Bowl Director's Report Form

INSTRUCTIONS: Complete this report in triplicate as soon as possible after the tournament.

TYPE OR PRINT: Send one copy to the Regional Director and one copy to the Virginia High School League office, 1642 State Farm Blvd., Charlottesville, VA 22911, not later than 24 hours after the tournament, and one copy to your conference chairman.

CONFERENCE: _____

LOCATION (School): _____

DATE: _____

FIRST- AND SECOND-PLACE WINNERS:

1. School: _____

Coach: _____ Telephone Number: _____

Team Members:

1. _____	2. _____
3. _____	4. _____
5. _____	6. _____
7. _____	8. _____
9. _____	10. _____

2. School: _____

Coach: _____ Telephone Number: _____

Team Members:

1. _____	2. _____
3. _____	4. _____
5. _____	6. _____
7. _____	8. _____
9. _____	10. _____

OTHER SCHOOLS PARTICIPATING: _____

Signed: _____, Tournament Director

Address: _____

Date: _____ Email: _____

VHSL Regional Scholastic Bowl Director's Report Form

INSTRUCTIONS: Complete this report as soon as possible after the tournament.

TYPE OR PRINT: Send one copy to the Virginia High School League office, 1642 State Farm Blvd., Charlottesville, VA 22911, not later than 24 hours after the tournament, and one copy to your Regional Chairman.

REGION: _____

LOCATION (School): _____

DATE: _____

FIRST- AND SECOND-PLACE WINNERS:

1. School: _____

Coach: _____ Telephone Number: _____

Team Members:

1. _____	2. _____
3. _____	4. _____
5. _____	6. _____
7. _____	8. _____
9. _____	10. _____

2. School: _____

Coach: _____ Telephone Number: _____

Team Members:

1. _____	2. _____
3. _____	4. _____
5. _____	6. _____
7. _____	8. _____
9. _____	10. _____

OTHER SCHOOLS PARTICIPATING: _____

Signed: _____, Tournament Director

Address: _____

Date: _____ Email: _____

VHSL Scholastic Bowl State Tournament History Group A

FIRST PLACE

RUNNER-UP

GROUP A								
YEAR	REG A1	REG A2	REG B1	REG B2	REG C1	REG C2	REG D1	REG D2
2013	Nandua	Mathews	George Mason	Manassas Park	Radford	Chilhowie	Honaker	Lebanon
2012	Mathews	Nandua	George Mason	Gretna	Radford	Bath Co.	Honaker	J.I. Burton
2011	Nandua	Mathews	George Mason	Manassas Park	Radford	Parry McCluer	Honaker	Lebanon
2010	Nandua	Mathews	George Mason	Clarke County	Radford	Eastern Montgomery	Honaker	Lebanon
2009	Nandua	West Point	Rapp. County	George Mason	Radford	Auburn	Honaker	Lebanon
2008	West Point	King & Queen	George Mason	Rapp. County	Radford	Auburn	Lee	Honaker
2007	West Point	Mathews	George Mason	Rapp. County	Radford	Parry McCluer	Honaker	Twin Springs
2006	King William	W&L	George Mason	Wilson Memorial	Radford	Holston	Honaker	Gate City
2005	James Monroe	Windsor	George Mason	Luray	Eastern Montgomery	Radford	J.J. Kelly	Rye Cove
2004	James Monroe	Windsor	Riverheads	George Mason	Eastern Montgomery	George Wythe Wytheville	Honaker	Haysi
2003	Middlesex	James Monroe	George Mason	Wilson Memorial	Eastern Montgomery	Radford	Honaker	J.J. Kelly
2002	Middlesex	James Monroe	Buffalo Gap	George Mason	Radford	Galax	Thomas Walker	Honaker
2001	Rappahannock	Chincoteague	Randolph Henry	Wilson Memorial	Radford	Galax	Thomas Walker	Clintwood
2000	Middlesex	West Point	George Mason	Buffalo Gap	Radford	Auburn	Thomas Walker	Castlewood
1999	West Point	Rappahannock	Buffalo Gap	Brentsville District	Radford	John Battle	Saint Paul	Honaker
1998	Middlesex	West Point	William Monroe	Central Senior	Radford	Floyd County	Saint Paul	Thomas Walker

VHSL Scholastic Bowl State Tournament History Group AA

FIRST PLACE

RUNNER-UP

GROUP AA								
YEAR	REG I1	REG I2	REG II1	REG II2	REG III1	REG III2	REG IV1	REG IV2
2013	New Kent	Grafton	W. Albemarle	Charlottesville	E.C. Glass	Rockbridge County	Cave Spring	Christiansburg
2012	New Kent	Poquoson	W. Albemarle	Woodgrove	Rockbridge County	E.C. Glass	Cave Spring	Christiansburg
2011	Poquoson	New Kent	Charlottesville	W. Albemarle	Harrisonburg	Rockbridge County	Cave Spring	Christiansburg
2010	New Kent	Poquoson	Charlottesville	Western Albemarle	E.C. Glass	Harrisonburg	Blacksburg	Tazewell
2009	James Monroe	York	Charlottesville	Western Albemarle	Heritage	Spotswood	Salem	Cave Spring
2008	Chancellor	Poquoson	Western Albemarle	Charlottesville	R.E. Lee	Heritage	Blacksburg	Cave Spring
2007	Tabb	Riverbend	Charlottesville	Monticello	Heritage-L	Cave Spring	Patrick County	Graham
2006	Poquoson	York	Charlottesville	John Handley	Blacksburg	Appomattox	Abingdon	Patrick County
2005	Poquoson	Powhatan	Charlottesville	Spotswood	Jefferson Forest	Blacksburg	Carroll County	Abingdon
2004	Poquoson	Courtland	R.E. Lee Staunton	Loudoun	Jefferson Forest	Heritage Lynchburg	Marion	Carroll County
2003	Lafayette	Courtland	Spotswood	Charlottesville	Salem	Blacksburg	Marion	Carroll County
2002	Poquoson	York	R.E. Lee Staunton	John Handley	Salem	Blacksburg	Fieldale-Collinsville	Marion
2001	Poquoson	Grafton	Charlottesville	Liberty Bealeton	Heritage Lynchburg	Blacksburg	Graham	Gate City
2000	Lafayette	Poquoson	Charlottesville	John Handley	Heritage Lynchburg	Blacksburg	Graham	Fieldale-Collinsville
1999	Poquoson	Grafton	R.E. Lee Staunton	Harrisonburg	Brookville	Blacksburg	Graham	Richlands
1998	Poquoson	Bruton	Charlottesville	Western Albemarle	Blacksburg	Heritage Lynchburg	Graham	Abingdon

VHSL Scholastic Bowl State Tournament History Group AAA

FIRST PLACE

RUNNER-UP

GROUP AAA								
YEAR	C1	C2	E1	E2	N1	N2	NW1	NW2
2013	Maggie Walker	Clover Hill	Princess Anne	Warwick	TJ S&T	Robinson	Stonewall Jackson-M	Albemarle
2012	Maggie Walker	Clover Hill	Western Branch	Ocean Lakes	TJ S&T	Wakefield	Osborn Park	Osborn
2011	Maggie Walker	Henrico	Western Branch	Hickory	TJ S&T	W.T. Woodson	Albemarle	Stonewall Jackson
2010	Maggie Walker GOV	Douglas Freeman	Ocean Lakes	Maury	TJ S&T	Langley	Massaponax	Osborn
2009	Maggie Walker GOV	Henrico	Ocean Lakes	Hickory	TJ S&T	James Robinson	Fauquier	E.C. Glass
2008	Maggie Walker GOV	Douglas Freeman	Hickory	Princess Anne	TJ S&T	W.T. Woodson	George Washington	Albemarle
2007	Maggie Walker GOV	Henrico	Princess Anne	Ocean Lakes	TJ S&T	Hayfield	Albemarle	E.C. Glass
2006	Maggie Walker GOV	Clover Hill	Ocean Lakes	Kecoughtan	TJ S&T	Langley	Colonial Forge	Albemarle
2005	D.S. Freeman	Maggie Walker GOV	Princess Anne	Ocean Lakes	TJ S&T	Oakton	Albemarle	G.W. Danville
2004	Maggie Walker GOV	Mills Godwin	Princess Anne	Ocean Lakes	TJ S&T	Oakton	Osborn	Albemarle
2003	Maggie Walker GOV	Clover Hill	Princess Anne	Indian River	TJ S&T	Langley	Gar-Field	E.C. Glass
2002	T.J. GOV	Midlothian	Princess Anne	Western Branch	TJ S&T	Hayfield	Albemarle	G.W. Danville
2001	T.J. GOV	Mills Godwin	Menchville	Maury	TJ S&T	Langley	E.C. Glass	G.W. Danville
2000	T.J. GOV	Thomas Dale	Ocean Lakes	Western Branch	TJ S&T	George Marshall	C.D. Hylton	E.C. Glass
1999	T.J. GOV	Clover Hill	Princess Anne	Menchville	TJ S&T	Oakton	Albemarle	E.C. Glass
1998	T.J. GOV	Clover Hill	Denbigh	Warwick	TJ S&T	Lake Braddock	Gar-Field	Osborn

VHSL Scholastic Bowl Practice/Tournament Question Providers

Fred Campbell will prepare or procure 8 tournament matches for conference competition and 8 tournament matches for regional competition. To ensure question integrity, the SBAC highly recommends tournament directors run conference competitions on January 18 and region competitions on February 1. Coaches must stress with students that they are not to discuss questions, even in casual conversation and especially not via electronic means, until after questions are released at the end of the school year.

The price for using the Commissioner's matches will be \$325 per conference, for as many or as few matches as your conference needs. If the Commissioner gets standings and scores from the regular season and tournament, the price will be \$275. In this way, the Commissioner can gauge the difficulty of the matches. If the Commissioner gets score sheets for all matches, the price will be \$225. Each score sheet needs to have the match number used in that match on it, so the Commissioner can determine which question areas are overly difficult.

Please contact Mr. Campbell at the start of the school year if you are planning to use his questions for your conference and regional tournaments.

Fred Campbell, VHSL Scholastic Bowl Commissioner
738 Delaware Street
Salem, VA 24153

(540) 389-5982 home
vascholasticbowl@gmail.com

VHSL Scholastic Bowl Practice/Tournament Question Providers

There are numerous companies that provide questions for academic competitions. A partial listing follows. Contact each company for quotes for practice and/or tournament questions. Please note that not all of these providers will write matches in the VHSL (or other desired) format.

Academic Hallmarks (Bob Sauer)

PO Box 998-B
Durango, CO 81302
(800) 321-9218
<http://www.greatauk.com>

Aegis Questions (Matt Laird et al)

4319 W. Devon Ave.
Chicago, IL 60646
(773) 680-0364
aegis@aegisquestions.com
<http://www.aegisquestions.com>

Answers Plus (Robert Pierce)

PO Box 411
Breese, IL 62230
(618) 622-1709
<http://www.quizbowl.com>

High School Academic Pyramid Questions

mattweiner.vcu@gmail.com
orders@hsapq.com
scholasticbowl@hsapq.com
www.vhslscholasticbowl.com

Shawn Pickrell

www.quizbowlpackets.com
(703) 537-0134

NAQT, LLC (R. Robert Hentzel and others)

11521 W 69th Street
Shawnee, KS 66203
(888) 411-NAQT (6278)
<http://www.naqt.com>

Questions Unlimited (Chip Beall)

PO Box 14798
Columbus, OH 43214
(800) 868-1518
<http://www.qunlimited.com>

The Question Connection (Bill Newsome)

730 KY Rt. 3379
Grethel, KY 41631
questionconnection@yahoo.com
<http://questionconnection.tripod.com/>

Triple Q Questions (Rick and Regina Allen)

P.O. Box 305
Vienna, IL 62995-0305
(888) 461-7572
<http://www.tripleqquestions.com>

Avery Enterprises

www.averyentrprises.net

2013-14 SCHOLASTIC BOWL TOURNAMENTS

Updated: 7/16/13

NOTE: This listing of tournaments is not complete. If you will be holding a tournament during the 2013-14 school year, please provide the information to Sharon Condoulis at scondoulis@vhsl.org or call 434-977-8475 to be included on an updated listing.

No invitationals have been reported as of this publishing. If you have an invitational that you'd like listed here, please notify Sharon Condoulis. Tournaments will also be listed at <http://www.vhsl.org/doc/upload/activities-schb-tournament-list.pdf>.

Oct. 5	VCU Fall Scholastic Bowl Tournament Virginia Commonwealth University, Richmond, VA 804-517-3527	Cody Voight, voightac@gmail.com
Oct. 19	Blacksburg High Academic Invitational Blacksburg High School, Blacksburg, VA 540-951-5706	Matt Beeken, mbeeken@mcps.org
Dec. 7	VCU Winter Scholastic Bowl Tournament Virginia Commonwealth University, Richmond, VA 804-517-3527	Cody Voight, voightac@gmail.com
Mar. 1	VCU Spring Scholastic Bowl Tournament Virginia Commonwealth University, Richmond, VA 804-517-3527	Cody Voight, voightac@gmail.com
Apr. 19	VCU Season Finale Tournament Virginia Commonwealth University, Richmond, VA 804-517-3527	Cody Voight, voightac@gmail.com

VHSL Scholastic Bowl Officials Directory

Those interested in appearing on this list should submit name, contact information and credentials to Lisa Giles at lgiles@vhsl.org.

TOURNAMENT DIRECTORS

703 Area Code

Jeffrey Pandin, Edison High School, Alexandria, 703-220-2800, Jeffrey.pandin@fcps.edu

QUIZMASTERS

434 Area Code

Bobby Markey, Brookville High School, Lynchburg, 434-401-2945, 434-239-2636, bmarkey@campbell.k12.va.us

540 Area Code

Amy Neumann, C.D. Hylton High School, Fredericksburg, 540-538-5609, neumanas@pwcs.edu

Tamara Perry, Fredericksburg, 540-760-7765, tperry91@yahoo.com

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Jane Emrick, Heathsville, 804-724-1192, jeemrick@yahoo.com

JUDGES - MATH

434 Area Code

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540 Area Code

Vernessa Samuel, Bealeton, 540-905-2158, busynessa@gmail.com

JUDGES - SCIENCE

JUDGES - ENGLISH

540 Area Code

Tamara Perry, Courtland High School, Spotsylvania, 540-760-7765, 540-898-4445, tperry@hs.spotsylvania.k12.va.us

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George Berry, Richmond, georgeberry.vcu@gmail.com

TIMEKEEPERS

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804 Area Code

Jane Emrick, Heathsville, 804-724-1192, jeemrick@yahoo.com

2013-14 DIRECTORY OF CONFERENCE AND REGIONAL EVENTS SCHOLASTIC BOWL

Outlined below is a digest of conference and region sponsored events as reported by tournament directors or conference and regional chairmen. Where information is incomplete, no information has been relayed to the VHSL.

SCHOLASTIC BOWL			
EVENT	DATE	LOCATION	DIRECTOR & CONTACT
6A-South			
Conference 1			
Conference 2			
Conference 3			
Conference 4			
6A-North			
Conference 5			
Conference 6			
Conference 7			
Conference 8			
5A-South			
Conference 9			
Conference 10			
Conference 11			
Conference 12			
5A-North			
Conference 13	Jan. 18	Edison	Jeff Pandin, JLPandin@fcps.edu
Conference 14			
Conference 15			
Conference 16			
4A-South			
Conference 17			
Conference 18	Jan. 14	Lakeland	Greg Rountree, 757.925.5790 x 581627
Conference 19			
Conference 20	Jan. 24	Caroline	Stephanie Covington, scovington@ccps.us
4A-North			
Conference 21			
Conference 22			
Conference 23			
Conference 24			
3A-East			
Conference 25			
Conference 26			
Conference 27			
Conference 28			
3A-West			
Conference 29			
Conference 30			
Conference 31			
Conference 32			
2A-East			
Conference 33			
Conference 34			
Conference 35			
Conference 36			
2A-West			
Conference 37			
Conference 38			
Conference 39			
Conference 40			
1A-East			
Conference 41			
Conference 42			
Conference 43			
Conference 44			
1A-West			
Conference 45			
Conference 46			
Conference 47	Jan. 25	Honaker	Trevor Coleman, tcoleman@russell.k12.va.us
Conference 48			

Last updated September 11, 2013