

2022-23

# Debate

Manual for  
Schools and Managers





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## **Instructions for Submitting List of Participants**

### **INSTRUCTIONS TO COMPLETE THE ONLINE LIST OF PARTICIPANTS FOR DEBATE**

IHSA will utilize Tabroom for our online registration. The Tabroom website is [www.tabroom.com](http://www.tabroom.com). Each school must complete their online registration on Tabroom by the deadline date of March 1, 2023.

### **List of Participants Deadlines:**

**Debate**—Wednesday, March 1, 2023 (Print a copy for your records)

## **Debate Terms and Conditions Changes for 2022-23**

There were no term and conditions changes

# 2022-2023 Debate Terms and Conditions

In accordance with Section 1.450 of the IHSA Constitution, the Board of Directors has approved the Terms and Conditions governing the 2022-2023 IHSA Debate Tournament Series.

## I. SCHOOL CLASSIFICATION

Competition in the IHSA 2022-2023 Debate Tournament Series will be held for all member schools without classification.

## II. DATES AND SITES

**A.** The State Final Debate Tournament will be held at Illinois State University in Normal, IL-

**B.** Dates for the tournament shall be March 16-18, 2023. **Online** registration will take place on Thursday, March 16, 2023.

## III. ONLINE ENTRIES, WITHDRAWAL PROCEDURES, ELIGIBILITY, AND ONLINE LIST OF PARTICIPANTS

The policies for Original Entry Deadlines, Late Entries and Late Withdrawals shall be the policies and procedures regarding entries for all IHSA-sponsored activities, included in the 2022-2023 Entry Policies and Procedures which can be found in the Schools Center on the IHSA website.

### A. Online Entries

All member schools must enter their school into the state series competition through the IHSA Schools Center on the IHSA Website at [www.ihsa.org](http://www.ihsa.org). The deadline for entry is November 1, 2022. The 2022-23 Entry Policies and Procedures outlining the online entry procedures for all IHSA-sponsored tournaments can be found in the Schools Center on the IHSA website.

Competing schools are responsible for Event Fees as described in Section IV. Checks for Event Fees should be made payable to the Illinois High School Association and brought to registration at the tournament.

### B. Late Entries

Any attempt to enter a sport or activity online after the established deadlines will be denied. Schools that wish to enter after the deadline will be considered late. To be considered for late entry, the Principal/Official Representative must contact the IHSA administrator in charge of that activity. The penalty for late entry shall be a payment of \$100.00.

### C. Breach of Contract By-law 6.041 (Withdrawal Procedure)

1. To withdraw without penalty, the school principal must notify the IHSA office, in writing, of the school's team withdrawal from Debate State Finals prior to **March 1, 2023**.

2. Withdrawal after **March 1, 2023** will result in a school being liable for payments of \$100.00 late withdrawal penalty.

3. If a school withdraws one or more entry after **March 1, 2023**, the school shall be liable for all event fees (see terms and conditions Article IV-A) for each debate category withdrawn and shall be assessed additional penalties in the amount of \$25.00 per event withdrawn.

4. If a school does not officially withdraw and/or does not show up for competition, the school will be assessed the penalties in "2" and "3" above and if applicable, the school may be charged for any additional financial loss sustained by the offended schools or the Association as a result of such breach (Judges' fees if applicable). **The school shall also be considered in Breach of Contract under the terms of the IHSA By-law 6.040, and the matter shall be reported to the IHSA Board of Directors for disposition.**

### D. Eligibility

Responsibility of Individual School: The principal is the official school representative in all interscholastic activities and is responsible to see that all students from his/her school entered in competition are eligible under the rules. All correspondence with the IHSA Office should be conducted through the principal.

In each contest in which his/her school is represented, the principal shall have present an adult, preferably a member of the faculty, who shall supervise and be responsible for the conduct of the participants and other persons from the school. Failure to comply with this provision shall result in disqualification of the school's contestants.

### Online List of Participants

IHSA will utilize Tabroom for our online registration. The Tabroom website is [www.tabroom.com](http://www.tabroom.com). Each school must complete their online registration on Tabroom by the deadline date of March 1, 2023. If a school does not submit their registration on Tabroom by the deadline, coaches and/or participants from the school are subject to penalties which could include, but not be limited to being ruled ineligible to compete in the State Series **and/or charged \$100.00. Confirmation of receipt will be found in the Tabroom program.** If you have any questions about your registration, contact the Tournament Manager to verify your registration.

### 1. Entry Limitations

a. Schools are allowed to have up to four entries in Policy, Lincoln-Douglas, and Public Forum Debate. All entries will debate both sides of the question. Schools are allowed to have up to ten (10) entries in Congressional Debate.

b. Policy Debaters may participate in only one (1) debate event at the State Finals.

c. Substitutions and changes in entries are permitted with the following limitations:

1) Changes in original online entries may be made prior to the deadline for submitting final entries to the contest manager (March 1, 2023), by notifying the IHSA Office in writing.

2) Members of participating teams shall be determined prior to the start of competition. No substitutions will be permitted once the Debate contest has begun.

## IV. HOST FINANCIAL ARRANGEMENTS

### A. Event Fees

An Event Fee of \$50.00 per Policy team, \$25.00 per Lincoln-Douglas, \$20.00 per Congressional Debate Entry and \$25 per Public Forum Debate Entry shall be paid to the Illinois High School Association. No contestant from a school will be permitted to participate in the State Final contest if the Event Fees (\$50.00 per Policy team, \$25.00 per Lincoln-Douglas, \$20.00 per Congressional Debate Entry and \$25 per Public Forum Debate Entry) are not paid. Checks for Event Fees should be made payable to the Illinois High School Association and brought to registration at the tournament.

**B. Judges Fees:** Judges hired by the IHSA shall be paid a flat fee of \$250.00 for Policy, Lincoln Douglas, Congressional and Public Forum Debate at the State Final Tournament. However, if a judge is late for a round or misses an assignment, the flat fee will be rescinded and the judge will be paid \$10.00 per round actually judged. Any judge who drives more than 70 miles round trip to the site of the State Final Contest shall be reimbursed a travel allowance of \$.30 per mile in excess of 70 miles round trip. Reimbursement shall be directly from the IHSA office upon the judges' submission of a travel report form to be provided by the IHSA to the contest manager.

## V. TOURNAMENT ASSIGNMENTS

All schools will participate in the state contest at Illinois State University in Normal, IL.

## VI. TOURNAMENT STRUCTURES AND TIMES SCHEDULES

### A. Contest Management:

1. Tournament Committee: Tournament committees composed of debate coaches and a representative from the IHSA Speech Advisory Committee will be appointed by the IHSA. One member shall be designated to be in charge of each of the four divisions: Policy, Public Forum, Lincoln-Douglas, and Congressional. The tournament committees will assist the State Final Manager.

Participating schools shall refer online to a listing of the State Debate Tournament Committee members. The functions of the Tournament Committee shall be:

- a. to aid the manager in planning, organizing and administering the contest;
- b. to interpret the rules when necessary; and
- c. to serve as a panel to select contest judges.

The State Final Tournament Committee shall be authorized to conduct the contest under the provisions of these Terms and Conditions and to make final decisions on any issues not specifically covered by the rules. If a situation develops in which there is an apparent unfairness to a contestant, and which is determined to be the result of an administrative or judge's error, the Tournament Committee shall determine the manner in which the situation shall be resolved.

The Tournament Committee shall be responsible to resolve questions of rules interpretation, to arbitrate disputes and to apply penalties for violations of contest rules. Decisions of the Tournament Committee in all cases herein described shall be final.

### B. Time Schedule

The time schedule for the State Final Tournament will be established by the state final tournament committee and will be posted online on the IHSA website.

## VII. ADVANCEMENT OF WINNERS

All contestants will debate five rounds on Friday and Saturday. The highest ranking contestants shall be paired for elimination rounds on Saturday. The winner of the final debate in each event shall be awarded first place and second place shall be awarded runner-up.

## VIII. TOURNAMENT RULES

### A. Policy Debate Competition Rules

#### 1. Definition:

Policy Debate is organized oral argument which, in the setting of interscholastic competition, provides participants an opportunity

to display their skills of oral persuasion, logical reasoning, research and application of evidence and extemporaneous delivery before critic judges.

#### 2. Debate Subject:

The topic for debate will be the national policy topic developed by the Discussion and Debate Committee of the National Federation of State High School Associations. By a poll of the coaches of the nation, the following resolution has been selected as the national policy debate topic for 2022-2023:

#### **Problem area: Global Geo-Political Crisis: Emerging Technologies**

**Resolved:** The United States federal government should substantially increase its security cooperation with the North Atlantic Treaty Organization in one or more of the following areas: artificial intelligence, biotechnology, cybersecurity.

#### 3. Time Schedule and Procedures:

a. Tardiness or Absence: No debate shall start unless both members of both teams are present. If any debater is absent, the chairman shall wait five minutes for his/her appearance. If still absent, the team of which the debater is a member shall forfeit the debate to the other team. If members of both teams are absent, the debate shall be annulled and in determining the final ranking of the teams, both shall be charged with the loss of the debate.

If a coach is five (5) minutes late for a round that he/she is to judge, his/her team(s) will forfeit that round.

Note: If the manager is convinced that the tardiness of a debater, debate team, or coach/judge is due to clearly unavoidable causes, the starting time for the debate may be extended, or the debate may be arranged for another hour provided that it does not in any way interfere with or postpone termination of the contest.

b. Each elimination round must start no later than fifteen (15) minutes after it is posted. Coaches will be notified where elimination pairings will be posted and the time of posting will be recorded. If a team is late it will forfeit that round.

c. Individual Round Timing Procedures:

1) In Policy style debating, the questioner controls the time and may interrupt the person being questioned to ask that shorter or more direct answers be given or to inform the person that the answer is insufficient. The questioner should ask relevant questions. The questioner should neither comment on the answer, argue with the opponent nor make speeches. He/she should use the time for questioning only.

2) Time lost through unavoidable interruptions shall be made good to the debater. No debater may be interrupted by an opponent during the course of the debate.

3) A debate twosome shall take no more than eight (8) minutes total elapsed preparation time during a round of debate. The timekeeper should keep a record of elapsed time between speeches and indicate to the debater the time remaining.

4) Speeches in policy debate will be limited to: eight (8) minute constructives, three (3) minute cross-examinations, and five (5) minute rebuttals.

#### 4. Rules of Competition:

a. Debaters and coaches shall not exchange evidence or other materials with contestants from other schools during a contest.

b. Debaters should make all evidence read in their speeches available for perusal by their opponents. Debaters, however, should not be penalized for refusing to let opponents take such evidence back to their desks. If any judge wishes to read evidence following the debate, that evidence may be requested by the judge and should be provided. Judges must not provide such materials to the opposition.

c. Each debater is responsible for the validity of evidence read in the debate. All evidence cards or other evidentiary materials must contain the name of the author, the qualifications, the source, the date, the page number, even if the full citation is not read in the debate.

d. Prompting is not allowed. Prompting does not exclude time notations, but does prohibit all other forms of assistance to a debater during a speech or when involved in a Policy period.

e. New issues shall not be introduced during the rebuttal speeches.

f. The members of either team may switch the order of rebuttals; however, the judge must be so informed before the debate begins.

g. Observers are permitted to attend debates. Flows of the debates may be taken. Electronic (audio/video) recording of the debates shall be prohibited without prior consent of the IHSA.

h. The use of computers, electronic storage and retrieval devices, etc. is allowed in rounds of Policy Debate. Connectivity to any person, machine, device, or server outside the competition room or persons other than the competitors in the round is not allowed. This includes the prohibition of the use of wired or wireless local, or wide, area networks; cell phones; personal digital assistants; Palm, Treo, or Blackberry type devices; etc. The establishment of such a connection will constitute a violation of this rule. Competitors violating this rule will be disqualified from competition.

**5. Matching of Teams and Drawing Procedures:**

It will be attempted to allow every debater to debate each side of the question two times in the preliminary rounds.

a. The State Final Manager will create a list of all judges, as posted by coaches in Tabroom. Judge changes at registration will not be reflected. Each team will be given the opportunity to strike judges for the duration of the preliminary rounds, based upon the judging pool.

b. There will be a random drawing to determine pairings for Rounds 1 and 2. Subsequent preliminary rounds should be power matched, high-low within brackets.

c. If there are at least forty (40) teams in the tournament, debaters advancing to the octa-final round will be paired according to a bracket prepared by the Tournament Committee. If there are at least eighty-five (85) teams, elimination rounds will begin with double octa-finals (top 32). If there are less than 40 teams, elimination rounds will begin with quarterfinals.

d. If in the elimination rounds, teams from the same school are necessarily paired against each other, they may either debate to determine a winner or the coach of the school involved may designate one of the teams as the winner of the round. Elimination brackets will not be altered to prevent such pairings.

e. In the elimination rounds, sides will be determined by a flip of a coin, unless they have met previously. In such cases the debaters will switch sides.

f. At the start of each elimination round, a list of possible judges for each round will be created by IHSA. A head coach or assistant coach from each team in the round will have 5 minutes to strike one judge from the list for that round.

**6. Judging:**

a. Two (2) judges shall be used for each debate in the preliminaries. As availability permits, three (3) judges should be used in all eliminations except for the final round. Five (5) judges shall be used in the final debate.

b. Judges for Policy debate must be high school graduates. Judges who competed for an out-of-state high school must be high school graduates. All judges should have judged at a minimum of two tournaments on the current resolution. Each participating school shall provide a coach-judge for each team entered in the State Final. Schools which fail to provide the required number of judges in accordance with their entries shall be subject to disqualification of one Policy team per missing judge. Schools whose judges miss individual rounds shall be assessed a \$30.00 fee for each round missed.

c. Each judge shall complete the ballot indicating the winning team, reason(s) for the decision, and appropriate speaker points for each debater, and a written critique of the debate. The decision as to who won the round must be turned in to the tournament headquarters within fifteen minutes after the end of the second affirmative rebuttal. The completed ballot must be turned in as soon as possible and prior to the distribution of ballot packages to schools. A judge's decision should be made without consultation with anyone. Judges are not prohibited from oral critiques and/or disclosure of their decision to the debaters. All judges, including those who are school coaches, shall be available for all rounds including all elimination rounds.

d. Each judge shall keep a flow sheet during the debate to assist him/her in completing the ballot and reaching a decision. It is recommended that judges concentrate on the flow sheet during the debate and on the ballot after the debate has been completed.

e. Judges shall not converse with anyone, other than the debaters themselves, prior to submitting their decisions for a given round to the tournament manager.

f. Judges in any round must be at least four years removed from any affiliation with a team in that round. Judges are expected to notify the contest manager of any conflicts of interest prior to the start of competition. Judges may strike themselves from hearing any individual team(s) in the tournament.

g. Schools with teams in elimination rounds must maintain a representative in the tab room area until the rounds have started.

**B. Lincoln-Douglas Debate Competition Rules**

**1. Definition:**

Lincoln-Douglas Debate is organized oral argument which, with only one debater arguing on each side of a proposition of value, provides participants an opportunity to display their skills of oral persuasion, logical reasoning, research and application of evidence and extemporaneous delivery before a critic judge.

**2. Debate Subject:**

The topic for the IHSA Lincoln-Douglas debate series will be the March topic of the National Speech and Debate Association (sppchandebate.org). Wording of this topic will be posted online at [www.ihsa.org](http://www.ihsa.org) on the debate menu page.

**3. Timing Schedule and Procedures:**

a. The order of speakers and time limits for each Lincoln-Douglas debate will be as follows:

- Affirmative 6 minute constructive
- Negative 3 minute cross-examination
- Negative 7 minute constructive

- Affirmative 3 minute cross-examination
- Affirmative 4 minute rebuttal
- Negative 6 minute rebuttal
- Affirmative 3 minute rebuttal

**b. State Final Time Schedule:**

The time schedule for the State Final Tournament will be established by the state final tournament committee and will be posted on the IHSA website.

c. Tardiness or absence: No debate shall start unless both contestants are present. If any debater is absent, the chairman shall wait five minutes for his/her appearance. If still absent, the absent debater shall forfeit the debate. If both competitors are absent after the five-minute grace period, the debate shall be annulled and in determining the final rankings, both shall be charged with the loss of the debate.

Note: If the tournament manager is convinced that the tardiness of a debater or judge is due to clearly unavoidable causes, the starting time for the debate may be extended, or the debate may be arranged for another hour provided that it does not in any way interfere with or postpone termination of the contest.

d. Elimination Rounds. Each elimination round must start fifteen (15) minutes after it is posted. Coaches will be notified where elimination pairings will be posted and the time of posting will be recorded. If a debater is late he/she will forfeit that round.

A debater may take no more than four (4) minutes total elapsed preparation time during a round of debate. The timekeeper shall keep a record of elapsed time between speeches and indicate to the debater the time remaining after each interval.

**4. Rules of Competition:**

a. Debaters and coaches shall not exchange evidence or other materials with contestants from other schools during a contest.

b. Each debater is responsible for the validity of evidence read in the debate.

c. A debater shall not receive help from anyone during the debate.

d. New issues shall not be introduced during the rebuttal speeches.

e. Observers (including coaches with students in the round) are permitted to attend any debates. Electronic (audio and/or video) recording of the debates shall be prohibited without prior consent of the IHSA. Scouting is not allowed.

f. Competitors are not allowed to attend debates while they are still competing.

g. The use of computers, electronic storage and retrieval devices, etc. is allowed in rounds of Lincoln-Douglas Debate. Connectivity to any person, machine, device, or server outside the competition room or per-

sons other than the competitors in the round is not allowed. This includes the prohibition of the use of wired or wireless local, or wide, area networks; cell phones; personal digital assistants; Palm, Treo, or Blackberry type devices; etc. The establishment of such a connection will constitute a violation of this rule. Competitors violating this rule will be disqualified from competition.

**5. Matching of Contestants and Drawing Procedures:**

It will be attempted to allow every debater to debate each side of the question two times in the preliminary rounds. In the elimination rounds, sides will be determined by a flip of a coin unless they have met previously. In such cases the debaters will switch sides.

a. The State Final Manager will create a list of all judges, as posted by coaches in Tabroom. Judge changes at registration will not be reflected. Each team will be given the opportunity to strike judges for the duration of the preliminary rounds, based upon the judge pool.

b. Preliminary rounds 1 and 2 will be randomly paired. Subsequent preliminary rounds should be power matched, high-low within brackets.

c. If there are at least forty (40) contestants, debaters advancing to the octa-final round will be paired according to a bracket prepared by the Tournament Committee. If there are at least eighty-five (85) contestants, elimination rounds will begin with double octa-finals (top 32). If there are less than 40 contestants, elimination rounds will begin with quarterfinals.

d. At the start of each elimination round, a list of possible judges for each round will be create by the IHSA. A head coach or assistant coach from each team in the round will have 5 minutes to strike one judge from the list for that round.

If in the elimination rounds, debaters from the same school are necessarily paired against each other, they may either debate to determine a winner or the coach of the school involved may designate one of the competitors as the winner of the round. Elimination round brackets will not be altered to prevent such pairings.

**6. Judging:**

a. Two (2) judges shall be used for each debate in the preliminaries. As availability permits, three (3) judges should be used in all eliminations except for the final round. Five (5) judges shall be used in the final debate.

b. Each participating school shall provide one (1) judge per (2) students entered as long as the tournament is double flighted. Each participating school shall provide one (1) judge per student entered if the tournament is not flighted.

c. All individuals used to fulfill a school's judging requirements must be high school graduates and meet one of the following criteria:

1. Debated at least five tournaments at the Varsity level in the entered division.

2. Judged at least 10 Varsity rounds in Illinois in the entered division.

3. Judges should be specifically trained for the division they are judging and are expected to take careful "flows"/notes of arguments made throughout the debate.

d. Coaches are responsible for verifying that their judges meet the criteria. Schools which fail to provide the required number of judges in accordance with their entries shall be subject to disqualification of two (2) Lincoln-Douglas contestants per missing judge. Schools whose judges miss individual rounds shall be assessed a \$30.00 fee per round missed.

e. Each judge shall complete the ballot indicating the winning debater, reason(s) for the decision, appropriate speaker points for each debater, and a written critique of the debate. The decision as to who won the round, and the completed ballot, must be turned in to the tournament headquarters within fifteen (15) minutes after the end of the second affirmative rebuttal.

f. Judges may disclose their decisions to debaters. All judges, including those who are school coaches, shall be available for all rounds including all elimination rounds.

g. Judges shall not converse with anyone, other than the debaters themselves, prior to submitting their decisions for a given round to the tournament manager.

h. Judges are expected to notify the contest manager of any conflicts of interest prior to the start of competition.

i. Judges in any out-round must be at least four years removed from any affiliation with a team in that round. Judges are expected to notify the contest manager of any conflicts of interest prior to the start of competition.

**C. Congressional Debate Competition Rules**

**1. Definition:**

Congressional Debate is a simulated congressional activity (debate) modeled after the State or National Congress. Participants research and write bills and/or resolutions that will be debated on the floor of the congressional debate, utilizing the tools of deliberative decision-making such as Parliamentary Procedure and group communication skills.

**2. Debate Subject (Legislation):**

a. After preliminary entries are received, each school will be assigned to write legislation (bill or resolution) for two of the following areas: foreign affairs, economics, and public welfare. A school should submit one piece of legislation for each area assigned. Schools entered in Congressional Debate will be notified in December to which legislative committees they have been assigned. They may only write for assigned committees. Appropriate legislation must be submitted by January 30. Legislation must follow the IHSA Standard Legislation Template that will be provided in December. All legislation approved for Congressional Debate by the IHSA will be available to schools online in a downloadable file.

b. Only legislation sent from the head coach's e-mail address will be accepted.

c. Only one piece of legislation from each school will be considered for the Preliminary Sessions. Only one piece of legislation from each school will be considered for the Elimination Sessions (Semis and Finals).

d. If a school only submits one piece of legislation, and it is chosen for debate, it will be placed in the Prelims, the Semis, or the Finals, and it will not be debated in more than one session.

e. If a school submits two pieces of legislation, one or both may be chosen. If both are chosen, only one will be placed in the Prelims (to be debated for only one session), and the other will be placed in the Semis or Finals.

f. All identifying school and student information will be taken off of the Semis and Finals Legislation.

g. All legislation assigned to the Prelims, Semis, and Finals will be announced shortly after the January 30 deadline.

h. A Best Legislation award (overall – of all chambers combined) will be issued after votes are tallied in the Preliminary Sessions.

**3. State Final Time Schedule:**

a. Sessions will begin at the posted times. Debate will not wait for any late participants.

b. Preliminary Sessions may not end early.

1) Semi-final Session: The session will end immediately (prior to the posted end time) when everyone who wishes to speak twice has done so.

2) Final Session: The session will end immediately (prior to the posted end time) when everyone who wishes to speak twice has done so.



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### 4. Procedures in Preliminary Chambers:

#### a. Committee Sessions:

1) Committee Sessions shall be comprised of a committee of the entire chamber (a Committee of the Whole – all registered participants) deciding upon the agenda (the order in which legislation will be debated) for the Preliminary Session.

2) This Committee of the Whole will meet prior to Session I to set the agenda (selection of bills and the order they will be debated). The agenda must alternate through legislative committees (100s, then 200s, then 300s)

3) Discussions within the committee will be restricted to the issue of debate-ability. (“Is the bill controversial, timely, and well written?” “Are there substantial pro and con arguments concerning the bill?”) The merits of the idea contained within a bill should not be discussed within the committee meeting.

4) The bills on the prioritized docket will be considered in the order recommended by the Committee of the Whole.

b. Apportionment: One (1) entry per school will be assigned to a chamber.

#### c. Order of Events:

1) Two judges will be assigned to each chamber. The committee will prepare a seating chart for each chamber.

a. A school that registers 1-6 debaters is required to provide one (1) qualified judge for the preliminary sessions through the finals.

b. A school that registers 7-10 debaters is required to provide two (2) qualified judges for the preliminary through the final round.

2) At the beginning of each session, judges will conduct an election for a Presiding Officer (P.O.) for that session.

3) A preliminary session’s time will begin once the Presiding Officer has been elected and all of the judges assigned to the chamber by the tab room are present.

4) There is no time limit for debate on each piece of legislation.

5) Debate on each bill will begin with the Presiding Officer’s request for a three-minute authorship speech to be given by the actual author. His or her name must be on the legislation in order to qualify as the author. If the author is not present in the chamber, the Presiding Officer will call for a sponsorship speech. A sponsorship speech is a 3 minute speech supporting the intent of the bill and can be given by anyone in the chamber regardless of their school’s affiliation. Preference will not be given to a member of the author’s school. Following the delivery of the authorship or sponsorship, the Presiding Officer will ask for a speech in opposition to the bill. This speech, and all speeches thereafter, will be three minutes long. This alternating process of three-

minute speeches will continue until the bill is placed upon the table, the bill is passed/failed after previous question is called, or time expires within the session. Should a session terminate while a bill is still being debated, previous question will be called and an immediate vote will take place.

6) Following each speech, a two-minute question and answer period will be held. The questioning period will consist of one question asked per person to the speaker. No cross-debate shall be allowed during the questioning period of the preliminary chambers. The time clock will run continuously for the question and answer period.

7) When more than one speaker seeks the floor, the presiding officer must follow precedence. First, recognize students who have not spoken during the session. Next, recognize students who have spoken fewer times. Precedence, in regard to speaking order, will reset at the end of each preliminary session.

8) Legislation that is debated in one preliminary session may not be debated in another preliminary session of that same chamber.

#### d. General Rules

1) A participant may not speak on both sides of the same legislation or that debater will earn a zero for the second speech given in opposition to the first speech on the same legislation. A participant may speak on the same side of the same legislation twice- if precedence and regency allow it to occur. Judges may evaluate this second speech as they would any other by asking the question: “does it advance debate?”

2) Voting on all matters in the preliminary sessions will be one vote per person.

3) Abstentions shall not be counted in voting totals.

4) The members of a chamber may not suspend any IHSA Congressional Debate rules.

#### e. Judge Rules:

1) Judges are expected to notify the contest manager of any conflicts of interest prior to the start of competition. All judges must have graduated from high school over one year prior to the date of competition and must have either debated at least five tournaments at the varsity division in congressional debate or have judged at least 2 sessions of congressional debate.

2) Judges will be responsible for evaluating the participants’ speeches for content, logic, evidence, rebuttal, extension, structure, delivery, and their response to questions. Both judges will judge all speeches. In the event that a judge scores a student from his/her own school, that score will not be tabulated and the other judge’s score will count twice.

3) No participation or ethos score will be adjudicated or awarded in any session of IHSA Congressional Debate. Participation and ethos ought to be considered, in conjunction with debating and speaking abilities when determining nominations and rankings.

4) The judges, acting in concert, shall be the ultimate authorities on parliamentary procedure and fairness in recognizing speakers. They shall have the power and the responsibility to correct and/or overturn a decision of the Presiding Officer if it violates procedure or fairness.

5) At the end of every session, each judge will nominate two speakers (not the Presiding Officer), not from his/her own school, to be considered for advancement to semis. Judges must not confer when making nominations.

6) Judges will score the presiding officer twice during each session (once per each ½ of the session). Scores will count as two speeches.

7) Judges, of the third preliminary session, will conduct an election for best legislation within that preliminary chamber. Each debater in the chamber will be allowed one vote. The winning legislation must receive a simple majority of the votes cast. If no person earns a simple majority, the legislation that received the lowest vote total will be dropped from consideration and voting will be repeated until there is a clear majority. In the instance that more than one piece of legislation is tied for the lowest vote total, eliminate all legislation that has the lowest vote total before re-voting. Judges will report the 1<sup>st</sup>, 2<sup>nd</sup>, and 3<sup>rd</sup> Place Legislation from their chamber. Tab will use these tallies to calculate which piece of legislation won across all ten Preliminary Chambers. That legislation will win IHSA Best Legislation.

8) Judges, of the third preliminary session, will conduct elections for best Presiding Officer.

Each debater in the chamber will be allowed one vote. The winning candidate must receive a simple majority of the votes cast. If no person earns a simple majority, the candidate who received the lowest vote total will be dropped from consideration and voting will be repeated until there is a clear majority.

f. Chambers are “closed chambers”- no debater can leave the chamber unless the chamber recesses or adjourns. Students should ask permission to leave and enter the chamber when it is in session (use parliamentary procedure to move to a point of personal privilege to use the restroom). However, no debater should interrupt a speaker who is addressing the chamber.

## Debate Terms and Conditions—Page 6

5. Procedures regarding the Elimination Rounds:

a. Semi-final Congress

1) Eligibility for the Semifinal Session will be determined in the following manner at the end of Preliminary Session 3: The high point speaker (ties will not be broken, any debater with the highest total in their chamber will advance), any debater with at least one judge nomination, and the winning presiding officer from the chamber will advance. Presiding Officer (PO) scores do not count toward high-point speaker advancement.

2) Four Semi-final chambers will be established.

a) Three coaches will be assigned to judge each Semi-final chamber.

b) Coaches will be assigned to preside over the Semi-final chambers.

c) During this session, Direct Questioning will be used. This questioning will consist of two 30-second time periods that will total 1 minute. The Presiding Officer will call on both questioners at the same time; then, the first questioner will engage in cross-debate with the speaker. When 30 seconds expire, the Presiding Officer will tap the gavel, and the first questioner and the speaker will immediately stop speaking; the second questioner will rise and immediately engage in cross-debate with the speaker for 30 seconds.

d) Four participants from each of the Semi-final chambers will advance to the Final Session (Super Congress).

e) Each judge will complete a preferential ballot, which ranks the top eight speakers. Everyone else not ranked will receive a ranking of 9. The lowest ranking (1<sup>st</sup>) is the best ranking. When ranking, judges ought to consider speeches for content, logic, evidence, rebuttal, extension, structure, delivery, and their response to questions, as well as participation, ethos, and quality of questions asked. Both judges will judge all speeches.

f) The top four students who receive the lowest numerical rankings on the preferential ballot will advance. Ties will be broken following this specific order:

Judge Preference

Speech Points

Student Preferential ballot

3) A random number generator will determine precedence in the Semi-final Session.

4) Each participant will have an opportunity to give two speeches. A Debater in the Semi-Final Session may not give more than two speeches. The session will end immediately when everyone who wishes to speak twice has done so.

5) No authorships will be given during Semis.

a. Final Congress (Super Congress)

1) Sixteen participants will advance to the Final Congress.

2) Five coaches will be assigned to judge the Final Session. Each judge will evaluate all speeches.

3) A coach will be assigned to preside over the Final Session.

4) Each judge will complete a preferential ballot, which ranks the top eight speakers. Everyone else not ranked will receive a ranking of 9. The lowest ranking (1<sup>st</sup>) is the best ranking. When ranking, judges ought to consider speeches for content, logic, evidence, rebuttal, extension, structure, delivery, and their response to questions, as well as participation, ethos, and quality of questions asked.

5) To determine final awards, each of the five judges will complete a preferential ballot where they rank half of the chamber. The State Champion and Runner-up will be decided based upon who has the lowest numerical rankings on this preferential ballot. Ties will be broken by the following criteria in this specific order:

1 Judge Preference

2 Redistribution of the preferential ballots between tied debaters

6) A random number generator will determine precedence in the Final Session.

7) Each participant will have an opportunity to give two speeches. A Debater in the Final Session is not permitted to give more than two speeches. The session will end immediately when everyone who wishes to speak twice has done so.

8) No authorships will be given during Finals.

6. The use of computers, tablets, electronic storage and retrieval devices, etc. are allowed in rounds of Congressional Debate. Connectivity, wireless or otherwise, to any person, machine, device, or server outside the competition room or persons other than the competitors in the round is not allowed. This includes the prohibition of the use of wired or wireless local, or wide, area networks; cell phones; personal digital assistants; Apple, Microsoft, Palm, Treo, or Blackberry type devices; etc. The establishment of such a connection will constitute a violation of this rule. Competitors violating this rule will be disqualified from competition.

### D. Public Forum Debate Competition Rules

1. Definition: Public Forum debate uses current controversial subjects as topics (resolutions) to be debated. Topics are brief, require no plan, and are debatable. Debate teams do not know on which side of the argument they will be speaking. Due to the subject

matter of these topics, much of the research toward building and understanding the topic of a public forum debate case will be conducted using current publications and news sources.

2. Debate Subject: The topic for the IHSA Public Forum debate series will be the March topic of the National Speech and Debate Association ([speechanddebate.org](http://speechanddebate.org)). Wording of this topic will be posted online at [www.ihsa.org](http://www.ihsa.org) on the debate menu page.

3. Timing Schedule and Procedures:

a. Public Forum Debate Timing

Schedule

First Speaker – Team A. 4 Minutes

First Speaker – Team B 4 Minutes

Crossfire (A1&B1) 3 Minutes

Second Speaker – Team A 4 Minutes

Second Speaker – Team B 4 Minutes

Crossfire (A2&B2) 3 Minutes

Summary – First Speaker – Team A 2 Minutes

Summary – First Speaker – Team B 2 Minutes

Grand Crossfire 3 Minutes

Final Focus – Second Speaker – Team A 2 Minutes

Final Focus –

Second Speaker – Team B 2 Minutes

PREPARATION TIME FOR

EACH TEAM 2 Minutes

b. State Final Time Schedule:

The time schedule for the State Final Tournament will be established by the state final tournament committee and will be posted on the IHSA website.

c. Tardiness or Absence: No debate shall start unless both members of both teams are present. If any debater is absent, the chairman shall wait five minutes for his/her appearance, this allowance being granted specifically for variations in timepieces. If still absent, the team of which the debater is a member shall forfeit the debate to the other team. If members of both teams are absent, the debate shall be annulled and in determining the final ranking of the teams, both shall be charged with the loss of the debate.

If a coach is five (5) minutes late for a round that he/she is to judge, his/her team(s) will forfeit that round.

Note: If the tournament manager is convinced that the tardiness of a debater of judge is due to clearly unavoidable causes, the starting time for the debate may be extended, or the debate may be arranged for another hour provided that it does not in any way interfere with or postpone termination of the contest.

d. Procedure: Prior to the round in the presence of the judge(s), a coin is tossed by one team and called by the other team. The team that wins the flip may choose

## Debate Terms and Conditions—Page 7

one of two options: Either the side of the topic they wish to defend (pro or con) or the speaking position they wish to have (begin the debate or end the debate).

1) Once the coin toss winners select their favored option, the other team makes a choice within the remaining options. Once speaking positions and sides has been determined, the debate can begin.

2) Each speaker shall have four minutes for constructive argument, alternating between pro and con. (Please keep in mind that the debate may begin with a con speech.)

3) Following the first two constructive speeches, the two debaters who have just given speeches will participate in a three-minute “crossfire”. (In “crossfire” both debaters “hold the floor”. However, the speaker who spoke first must ask the first question. After that question, either debater may question and/or answer at will.)

4) At the end of the first “crossfire” the four-minute constructive arguments are continued by the students yet to speak.

5) At the conclusion of the last two constructive arguments, another three-minute “crossfire” takes place between the two debaters who just spoke using the crossfire procedure discussed above.

6) Following the four constructive speeches and two “crossfire” segments, the 1<sup>st</sup> speaker for each team will each give a two-minute summary continuing established alternation. The summary speeches should include arguments his or her team is winning and refuting of arguments it is losing.

7) At the conclusion of the summary speeches, all four debaters will participate in a three-minute “Grand Crossfire” in which all four debaters are allowed to cross-examine one another. The speaker who gave the first summary speech must ask the first question.

8) At the conclusion of the “Grand Crossfire”, the second speaker will each give a 1-minute “Final Focus” speech. The “Final Focus” is a persuasive final restatement of why a team has won the debate.

### 4. Rules of Competition:

a. The first speaker for each position usually has a prewritten case that provides reasons for affirming or negating a topic.

1) After both speakers have stated their cases a cross-fire session occurs. In cross-fire both speakers ask and answer questions in a civil manner.

2) The second speaker for each position generally attempts to refute the points of the opposing side and can also provide additional reasons to vote for their position.

3) The second speakers conduct a cross-fire session in the same manner the first speakers did. The speech that follows is the summary in which the first speakers of both positions summarize their points and the opposing sides points and try to show the judges why their points still stand or why the opposing team’s points fall.

4) Following this speech is a grand cross-fire, a cross-fire session that is conducted sitting down and includes all four speakers. The final speech for both sides is a last shot in which the second speaker for each team provides one main reason why the judges should vote for their position on the resolution.

5) Final Focus Speeches should present voting issues to the judge.

b. Debaters and coaches shall not exchange evidence or other materials with contestants from other schools during a contest.

c. Each debater is responsible for the validity of evidence read in the debate.

d. Judges are not prohibited from oral critiques and/or disclosure of their decision to the debaters.

e. A debater shall not receive help from anyone during the debate.

f. The use of computers, electronic storage and retrieval devices, etc. is allowed in rounds of Public Forum Debate. Connectivity to any person, machine, device, or server outside the competition room or persons other than the competitors in the round is not allowed. This includes the prohibition of the use of wired or wireless local, or wide, area networks; cell phones; personal digital assistants; Palm, Treo, or Blackberry type devices; etc. The establishment of such a connection will constitute a violation of this rule. Competitors violating this rule will be disqualified from competition.

### g. Observers

a. Observers, (including coaches with students in the round) are permitted to attend any debates. Electronic (audio and/or video) recording of the debates shall be prohibited without prior consent of the IHSA. Scouting is not allowed.

b. Competitors are not allowed to attend debates while they are still competing.

### 5. Matching of Teams and Drawing Procedures:

a. The State Final Manager will create a list of all judges, as posted by coaches in the Tabroom. Judge changes at registration will not be reflected. Each team will be given the opportunity to strike judges for the duration of the preliminary rounds, based upon the judge pool.

b. There will be a random drawing to determine pairings for Rounds 1 and 2. Subsequent preliminary rounds should be

power matched, high-low within brackets.

c. If there are at least forty (40) teams in the tournament, debaters advancing to the octa-final round will be paired according to a bracket prepared by the Tournament Committee. If there are at least eighty-five (85) teams, elimination rounds will begin with double octa-finals (top 32). If there are less than 40 teams, elimination rounds will begin with quarterfinals.

d. If in the elimination rounds, teams from the same school are necessarily paired against each other, they may either debate to determine a winner or the coach of the school involved may designate one of the teams as the winner of the round. Elimination brackets will not be altered to prevent such pairings.

e. In the elimination rounds, sides will be determined by a flip of a coin, unless they have met previously. In such cases the debaters will switch sides.

f. At the start of each elimination round, a list of possible judges for each round will be created by the IHSA. A head coach or assistant coach from each team in the round will have 5 minutes to strike one judge from the list for that round.

6. Advancement and Determination of Winners: The highest-ranking teams will be paired for elimination rounds on Saturday.

7. Ties: Speaker points will break ties.

### 8. Judging:

a. Two (2) judges shall be used for each debate in the preliminaries. As availability permits, three (3) judges should be used in all eliminations except for the final round. Five (5) judges shall be used in the final debate.

b. Each participating school shall provide one (1) judge per (2) teams entered as long as the tournament is fledgling. Each participating school shall provide one (1) judge per team entered if the tournament is not fledgling.

c. Schools, which fail to provide the required number of judges in accordance with their entries, shall be subject to disqualification of two (2) Public Forum team per missing judge. Judges must not be affiliated with the teams they are judging. All individuals used to fulfill a school’s judging requirements must be high school graduates and meet one of the following criteria:

1. Debated at least five tournaments at the Varsity level in the entered division.

2. Judged at least 10 Varsity rounds in Illinois in the entered division.

3. Judges should be specifically trained for the division they are judging in and are expected to take careful “flows”/notes of arguments made throughout the debate.

d. Coaches are responsible for verifying that their judges meet the criteria. Schools whose judges miss individual rounds shall be assessed a \$30.00 fee per round missed.

e. Each judge shall complete the ballot indicating the winner debater, reason(s) for the decision, appropriate speaker points for each debater, and a written critique of the debate. The decision as to who won the round, and the completed ballot, must be turned in to the tournament headquarters within fifteen (15) minutes after the end of the last final focus.

f. The judge should rate each speaker on a scale of 11-30. The judge needs to write a brief reason for his/her decision.

g. Judges may disclose their decisions to debaters. All judges, including those who are school coaches, shall be available for all rounds including all elimination rounds.

h. Judges shall not converse with anyone, other than the debaters themselves, prior to submitting their decisions for a given round to the tournament manager.

i. Schools with teams in elimination rounds must maintain a representative in the tab room area until the rounds have started.

j. Judges are expected to notify the contest manager of any conflicts of interest prior to the start of competition.

k. Judges in any out-round must be at least four years removed from any affiliation with a team in that round. Judges are expected to notify the contest manager of any conflicts of interest prior to the start of competition.

**E. Special Rules and Limitations:**

**1. Use of Inappropriate Material:**

If, in the opinion of any judge, material which is debated for his/her adjudication is inappropriate for public presentation by a high school student, the judge may rank the team down. If, in the judge's opinion, a debate is persistently inappropriate or is flagrantly profane and vulgar, he/she may stop the debate and disqualify the students or team. In either case, the judge shall explain his/her opinion and action in a written critique and the manager shall forward a copy of the critique to the IHSA Office.

Please Note: Material which is inappropriate for public presentation by high school students will not be tolerated.

IHSA By-law 6.010 will be applied in the event contestants utilize material which, upon investigation by the Executive Director, is determined to be inappropriate. By-law 6.010 states:

Any violation of the IHSA Constitution and/or IHSA By-laws, IHSA Terms and Conditions, IHSA Policies and Guidelines, and/or other rules of the Association, shall be reported to the Executive Director, who shall have authority to investigate all alleged violations. The findings of the investigation shall be made known to the school (or schools), person (or persons), alleged to have committed violation. The Executive Director shall then have full authority to invoke penalties against such school or persons found to have committed violations. Penalties shall include, but not be limited to, written warning or reprimand, requisite affirmation corrective action... up to and including suspension and/or expulsion. Failure to take the corrective action required by any penalty shall be the basis for further action up to and including suspension and/or expulsion.

Note that these provisions include possible penalties against the school or individual persons found to have committed violations. This means that competitors, coaches, directors, and/or principals/official representatives may be penalized directly for the use of inappropriate material in the IHSA competitions.

A debate (language or action) which includes symbolic or colloquial expression describing or naming anything which is profane and/or vulgar, whether or not suited to a specific case being presented, IS ALWAYS CONSIDERED INAPPROPRIATE!

**2. Violation of Limitation Rule:**

If a student participates in more events than permitted by Art. III-E, his/her school shall be disqualified in all the events in which he/she participated. If the student or his/her school won any awards in, or as a result of, the events in which he/she participated, such awards must be surrendered to the IHSA Office.

**3. Late Discovery of Violations:**

If a violation, the penalty for which is disqualification, is not discovered until after the close of the contest in which the violation occurred, the following procedure shall be followed:

a. The student, team or school shall nevertheless be disqualified and the violation shall be reported to the IHSA office.

b. The rankings of the other contestants in the event shall be revised upward.

c. If the disqualified individual, team or school has won any awards, such awards shall be returned to the IHSA Office. An attempt will then be made to redistribute these awards on the basis of the revised ranking rankings.

**IX. TOURNAMENT POLICIES**

**A. Damage to Property or Equipment**

If contestants or people from any school entered in a state series are found guilty of carelessness or maliciously breaking, damaging or destroying property or equipment belonging to the host school, such school shall be held responsible for costs incurred in replacing or repairing such property or equipment.

**B. Media Policies**

**1. Media Personnel**

a. Any media person wishing to take photographs will contact the State Final manager to verify arrangements to take photos at the tournaments. Photographers are welcome to take photos in the commons area. Managers' names and information can be found on the IHSA website or by contacting the IHSA Office.

b. Photography is NOT allowed in rooms while rounds are taking place, however, media personnel are invited and encouraged to sit in on rounds as spectators.

c. At all levels of IHSA competition, an area may be set aside for photographs. All participating students will be invited and encouraged to make themselves available during the tournament for the Official IHSA Photographer as well as local media outlets.

d. Results from each level of the tournament can be obtained by logging into the IHSA website and choosing the appropriate activity. State Final results will be posted online as soon as possible following the tournament.

**2. Managers**

a. May arrange an area for photographers and students to gather for photo opportunities.

b. Will post any information for all participating students to have the opportunity to meet with area media.

c. Will cooperate fully with media personnel to arrange photo opportunities and ensure coverage of all levels of the tournament.

**C. Tobacco/Liquid Nicotine Products:**

The use of tobacco or liquid nicotine products in any competition area, either during a practice or while a contest is in progress, or affiliated property of any IHSA state series contest by any coach, player, any other person connected with a team, or fan shall be prohibited. State series hosts are required to make all state series contest sites and any affiliated property, including parking lots, fan accommodation areas, and other school or event venue property, tobacco/liquid nicotine free zones on the date or dates of any IHSA event being held at the site.

**D. Use of Inhalers:**

A student with asthma may possess and use his/her medication during an IHSA competition under the supervision of school personnel, provided the school meets the outlined procedures of self-administration in the Illinois school code.

**E. Automated External Defibrillators (AED):** Host sites must have an AED available and on site at all IHSA post season contests.

**F. Alcoholic Beverages and IHSA State Series Events:**

The possession, distribution, sale and or consumption of alcoholic beverages are prohibited at the site and on any affiliated property of any IHSA state series contest. State series hosts are required to make all state series contest sites and any affiliated property, including parking lots, fan accommodation areas, and other school or event venue property, alcohol free zones on the date or dates of any IHSA event being held at the site. Violation of this policy by an event host will subject the host to a penalty for violation of IHSA By-law 2.020. Such penalty may include but not necessarily be limited to prohibition against subsequent event hosting assignments. Violation of this policy by a non-hosting member school will subject the school to penalty for violation of IHSA By-law 2.020. Patrons of any IHSA state series contest determined to be in violation of this policy will be removed from the premise, and law enforcement officials will be called as warranted.

**G. Special Report Forms and SAWA Forms**

Special report forms have been developed to facilitate schools reporting any matter concerning high school programs that merit the attention of the high school principal. These forms can be used for reporting any incidents or problems with a competitor, coach, director or spectator. The forms may also be used to report errors in applying rules or any phase of judging in which a judge should immediately attempt to improve. The SAWA Report form should be used for reporting any instances where a coach, director, participant, judge or spectator has done an exemplary job of Sporting A Winning Attitude. These forms can be found on the IHSA Web Site at [www.ihsa.org](http://www.ihsa.org).

**H. Responsibility for Theft or Other Losses:** The IHSA will not be responsible for loss or theft of any personal or school property during the course of the contest.

**I. Prayer at IHSA State Series Contest:**

Prayer at an IHSA state series contest that takes place over the public address system is prohibited.

**X. AWARDS**

Trophies and team medallions shall be awarded to the Policy, Public Forum, Lincoln-Douglas and Congressional Debate teams finishing first overall based on points earned throughout the tournament in the four debate categories. Plaques shall be awarded to the Policy, Public Forum, Lincoln-Douglas and Congressional Debate teams finishing second and third overall based on points earned throughout the tournament in each of the four debate categories. In Policy, Lincoln-Douglas, Congressional and Public Forum Debate, medallions shall be given to the individual champions and runners up and the top ten (10) ranking speakers in each event after the preliminary rounds and in Policy, Lincoln-Douglas and Public Forum all other contestants who qualify for the octa-final, quarter-final, semi-final or final rounds. In Congressional Debate, all qualifiers for the Super Congress will receive medallions. The Best Legislation in Congress will receive an award.

**XI. JUDGING**

Refer to the Rules of Competition for each Debate category in Article VIII.

# General Information

# DO WHAT'S RIGHT!

respect

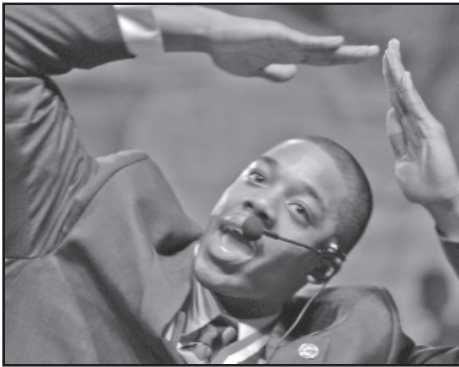
- ✧ Show **respect** for other students, coaches and spectators.

appreciation

- ✧ Recognize and show **appreciation** for an outstanding performances by all.

integrity

- ✧ Respect the **integrity** and judgment of tournament judges.



positives

- ✧ Look for **positives** in students and coaches.

teamwork

- ✧ Emphasize **teamwork** in activities; teach them to think “We” instead of “Me”.

responsibility

- ✧ Accept the **responsibility** and privilege of representing your school and community.



## Sportsmanship begins and ends with you!



difference

- ✧ Spectators can make a **difference**—be positive!

modesty

- ✧ Lead by example in sportsmanship: Display **modesty** in victory and graciousness in defeat.

# IHSA Standardized Calendar

IHSA-sponsored State Tournament Series and IHSA Sport Seasons shall be conducted on dates established in accordance with the Associates Standardized Calendar. This calendar shall number the weeks of the year, with week one (No. 1) being the first full week of July (Sunday through Saturday).

<b>DEBATE</b>	<b>2022-23</b>	<b>2023-24</b>	<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>
Policy Debate Topic Resolution Ballots due	Oct. 15	Oct. 15	Oct. 15	Oct. 15	Oct. 15
Policy Debate Topic Resolution Ballots (second ballot) due	Dec. 15	Dec. 15	Dec. 15	Dec. 15	Dec. 15
Congressional Debate Legislation due	Jan. 30	Jan. 30	Jan. 30	Jan. 30	Jan. 30
List of Participants Due On-Line (Wed. Week 35)	Mar. 1	Feb. 28	Mar. 5	Mar. 4	Mar. 3
State Final (Thurs.-Sat. Week 37)	Mar. 16-18	Mar. 14-16	Mar. 20-22	Mar. 19-21	Mar. 18-20

<b>2022-2023</b>	<table border="0" style="width: 100%; border-collapse: collapse;"> <tr> <td style="text-align: center;">Wk. S M T W T F S No. <b>JULY</b></td> <td style="text-align: center;">Wk. S M T W T F S No. <b>AUGUST</b></td> <td style="text-align: center;">Wk. S M T W T F S No. <b>SEPTEMBER</b></td> <td style="text-align: center;">Wk. S M T W T F S No. <b>OCTOBER</b></td> <td style="text-align: center;">Wk. S M T W T F S No. <b>NOVEMBER</b></td> <td style="text-align: center;">Wk. S M T W T F S No. <b>DECEMBER</b></td> </tr> <tr> <td>1   3 4 5 6 7 8 9 2   10 11 12 13 14 15 16 3   17 18 19 20 21 22 23 4   24 25 26 27 28 29 30 5   31</td> <td>5   1 2 3 4 5 6 6   7 8 9 10 11 12 13 7   14 15 16 17 18 19 20 8   21 22 23 24 25 26 27 9   28 29 30 31</td> <td>9   1 2 3 4 5 6 10   7 8 9 10 11 12 13 11   14 15 16 17 18 19 20 12   21 22 23 24 25 26 27 13   28 29 30 31</td> <td>13   1 2 3 4 5 6 7 8 14   9 10 11 12 13 14 15 15   16 17 18 19 20 21 22 16   23 24 25 26 27 28 29 17   30 31</td> <td>18   1 2 3 4 5 6 7 8 19   9 10 11 12 13 14 15 20   16 17 18 19 20 21 22 21   23 24 25 26 27 28 29 22   30 31</td> <td>22   1 2 3 23   4 5 6 7 8 9 10 24   11 12 13 14 15 16 17 25   18 19 20 21 22 23 24 26   25 26 27 28 29 30 31</td> </tr> <tr> <td>Note: Easter Sunday is boxed.</td> <td style="text-align: center;">Wk. S M T W T F S No. <b>JANUARY</b></td> <td style="text-align: center;">Wk. S M T W T F S No. <b>FEBRUARY</b></td> <td style="text-align: center;">Wk. S M T W T F S No. <b>MARCH</b></td> <td style="text-align: center;">Wk. S M T W T F S No. <b>APRIL</b></td> <td style="text-align: center;">Wk. S M T W T F S No. <b>MAY</b></td> </tr> <tr> <td></td> <td>27   1 2 3 4 5 6 7 28   8 9 10 11 12 13 14 29   15 16 17 18 19 20 21 30   22 23 24 25 26 27 28 31   29 30 31</td> <td>31   1 2 3 4 32   5 6 7 8 9 10 11 33   12 13 14 15 16 17 18 34   19 20 21 22 23 24 25 35   26 27 28</td> <td>35   1 2 3 4 36   5 6 7 8 9 10 11 37   12 13 14 15 16 17 18 38   19 20 21 22 23 24 25 39   26 27 28 29 30 31</td> <td>39   1 40   2 3 4 5 6 7 8 41   9 10 11 12 13 14 15 42   16 17 18 19 20 21 22 43   23 24 25 26 27 28 29 44   30</td> <td>44   1 2 3 4 5 6 45   7 8 9 10 11 12 13 46   14 15 16 17 18 19 20 47   21 22 23 24 25 26 27 48   28 29 30 31</td> </tr> </table>	Wk. S M T W T F S No. <b>JULY</b>	Wk. S M T W T F S No. <b>AUGUST</b>	Wk. S M T W T F S No. <b>SEPTEMBER</b>	Wk. S M T W T F S No. <b>OCTOBER</b>	Wk. S M T W T F S No. <b>NOVEMBER</b>	Wk. S M T W T F S No. <b>DECEMBER</b>	1   3 4 5 6 7 8 9 2   10 11 12 13 14 15 16 3   17 18 19 20 21 22 23 4   24 25 26 27 28 29 30 5   31	5   1 2 3 4 5 6 6   7 8 9 10 11 12 13 7   14 15 16 17 18 19 20 8   21 22 23 24 25 26 27 9   28 29 30 31	9   1 2 3 4 5 6 10   7 8 9 10 11 12 13 11   14 15 16 17 18 19 20 12   21 22 23 24 25 26 27 13   28 29 30 31	13   1 2 3 4 5 6 7 8 14   9 10 11 12 13 14 15 15   16 17 18 19 20 21 22 16   23 24 25 26 27 28 29 17   30 31	18   1 2 3 4 5 6 7 8 19   9 10 11 12 13 14 15 20   16 17 18 19 20 21 22 21   23 24 25 26 27 28 29 22   30 31	22   1 2 3 23   4 5 6 7 8 9 10 24   11 12 13 14 15 16 17 25   18 19 20 21 22 23 24 26   25 26 27 28 29 30 31	Note: Easter Sunday is boxed.	Wk. S M T W T F S No. <b>JANUARY</b>	Wk. S M T W T F S No. <b>FEBRUARY</b>	Wk. S M T W T F S No. <b>MARCH</b>	Wk. S M T W T F S No. <b>APRIL</b>	Wk. S M T W T F S No. <b>MAY</b>		27   1 2 3 4 5 6 7 28   8 9 10 11 12 13 14 29   15 16 17 18 19 20 21 30   22 23 24 25 26 27 28 31   29 30 31	31   1 2 3 4 32   5 6 7 8 9 10 11 33   12 13 14 15 16 17 18 34   19 20 21 22 23 24 25 35   26 27 28	35   1 2 3 4 36   5 6 7 8 9 10 11 37   12 13 14 15 16 17 18 38   19 20 21 22 23 24 25 39   26 27 28 29 30 31	39   1 40   2 3 4 5 6 7 8 41   9 10 11 12 13 14 15 42   16 17 18 19 20 21 22 43   23 24 25 26 27 28 29 44   30	44   1 2 3 4 5 6 45   7 8 9 10 11 12 13 46   14 15 16 17 18 19 20 47   21 22 23 24 25 26 27 48   28 29 30 31
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