



2022-23 Speech State Series Terms and Conditions

In accordance with Section 1.450 of the IHSA Constitution, the IHSA Board of Directors has approved the Terms and Conditions governing the 2021-2022 IHSA Speech State Series.

I. SCHOOL CLASSIFICATION

A. Classification: Competition in the IHSA Speech State Series will be held for all member schools without classification.

II. DATES AND SITES

A. Dates: The dates for the IHSA Speech State Series are:

1. Regionals: Saturday, February 4, 2023.
2. Sectionals: Saturday, February 11, 2023.
3. State Final: Friday and Saturday, February 17-18, 2023.

B. Sites: The state shall be divided into eighteen (18) Regionals and six (6) Sectionals. The number of competing schools, travel distance, geographical location and the number of entries shall be primary factors in the determination of number and boundary lines for schools assigned to these Regionals and Sectionals. Regional and Sectional host sites and school assignments will be announced in November/December and posted at www.ihsa.org on the Speech "Individual Events" menu page under "State Series Information and Results". The Peoria Civic Center in Peoria will be the venue for the State Final. Tournament Central will be located at the second level of the PCC Ballroom area.

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

A. Policies and Procedures: The policy for entry deadlines, late entries, and withdrawals shall be the policies and procedures regarding entry for all IHSA sponsored activities included in the 2022-2023 entry policies and procedures which can be found in the IHSA Schools Center on the IHSA website.

B. Online Entries: All member schools must enter their school into the state series competition through the IHSA School Center on the IHSA Website at www.ihsa.org. The deadline for entry is November 1, 2022.

C. 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/IHSA official representative must contact the IHSA office to request late entry into the state series. This request shall be in writing and can be directed to ccarr@ihsa.org. The penalty for late entry shall be \$100.00.

D. Breach of Contract By-law 6.041 (Withdrawal Procedure): To withdraw without penalty, the principal/IHSA official representative must e-mail or fax notice to the IHSA office (ccarr@ihsa.org or 309-663-7479) notifying the IHSA of the school's withdrawal from the speech state series prior to the online list of participants deadline of January 30, 2023.

1. If a school withdraws after the deadline of January 30, 2023, the school will be charged for all event fees and a \$100 penalty.

2. If a school withdraws one or more entire(s) after the deadline of January 30, 2023, the school will be charged for all event fees withdrawn and assessed additional penalties in the amount of \$25.00 per event withdrawn.

3. If a school does not show up for competition, the school will be charged a \$100 penalty and, if applicable, the school may be charged for any additional financial loss sustained by the offended school(s) or the association because of such breach.

4. If a school does not officially withdraw and/or does not show up for competition at any level of the state series, 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 school(s) or the association because of such breach. **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.**

E. Eligibility: All member schools in good standing may enter an individual(s) or a team under the provisions of the IHSA by-laws.

1. Per IHSA By-law 4.000 – Activity Eligibility: The principal/IHSA official representative is responsible for seeing that all students from his/her school entered in speech contests are eligible under the rules.

Correspondence with the IHSA office must be conducted through the principal/IHSA official representative.

2. In each contest in which a school is represented, the principal shall have on site 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. A school's failure to comply with this provision shall result in disqualification of its contestants.

F. Online List of Participants:

Registration for the state series will be completed online using SpeechWire - www.speechwire.com. Each school must complete the online list of participants by noon on Monday, January 30, 2023. If a school does not complete registration on SpeechWire 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.

1. To register for tournaments on SpeechWire, you need to create a free SpeechWire account for yourself/your team by clicking 'Create account'. If you already have an account, log in and follow the prompts.

2. A paper copy of the registration materials from SpeechWire and all required publication materials should be brought to the regional entry meeting.

G. Entries: Schools are permitted one entry in each event.

1. Individual students may not participate in more than two (2) events.

2. Individuals entered in performance in the round (PIR) may not be entered in any other event.

3. No individual student may perform any part of a given piece of literature in any event, in more than one calendar year during his/her high school career.

4. No student may perform any part of any given piece of literature in more than one event during any given calendar year.

IV. FINANCIAL ARRANGEMENTS

A. Sectional Host Expenses: Regional and sectional host sites shall be reimbursed all allowable and approved expenses using the current financial arrangements as set forth in the budget located in the manager section.

B. Sites Other Than Member Schools:

When a regional or sectional is held at a site other than an IHSA member school, the IHSA will determine the financial arrangements with the host using current financial arrangements as guidelines.

C. Participant Expenses:

Neither the IHSA or the local tournament management will assume responsibility for any contestant expenses of any kind.

D. Regional Event Fees:

For each event in which a school has entered participants in the regional contest, an **event fee of \$20.00 dollars (per event)** shall be paid to the regional host school at the regional entry meeting. No contestant from a school will be permitted to participate in the regional contest if event fees are not paid.

E. Sectional Event Fees:

For each event in which a school advances from regional to sectional competition, an **event fee of \$20.00 (per event)** shall be paid to the sectional host school.

F. State Final Event Fees:

For each event in which a school advances an entry from sectional to state competition, an **event fee of \$20.00 (per event)** shall be paid to the Peoria Civic Center.

G. Performance in the Round Event Fees:

At all levels of competition, each school entered in performance in the round shall pay an event fee of \$20.00 to the host school for regional and sectional competition and to the Peoria Civic Center for the state final competition.

H. Admission:

There is no admission charged at any level for this state series.

V. TOURNAMENT ASSIGNMENTS AND REGIONAL ENTRY MEETING

A. Regional and Sectional Assignments:

Regional and sectional assignments can be found online at www.ihsa.org on the "Individual Events" page under "State Series Information & Results". All IHSA member schools entered in the speech state series will be assigned by the IHSA to one of the eighteen (18) proportional divisions for regional level competition which feed into six (6) sectionals. These assignments will appear online after the November entry deadline. Assignments are made according to the IHSA Grouping Policy #18. The number of competing schools, travel distance, geographical location and the number of entries shall be primary factors in the determination of number and boundary lines for these sectionals.

B. Regional Entry Meeting:

Regional managers will conduct entry meetings on Monday, January 30, 2023. The regional entry meeting shall not be held during the regular school day. The purpose of this meeting is to confirm names/entries, check proof of publication, determine speaking order, review schedules and logistics, confirm judging assignments and make any necessary tournament announcements. A copy of the online SpeechWire entries, publication information, and event fees must be delivered to the regional manager at the regional entry meeting. Checks for event fees should be made payable to the host school. If the coach or other school representative fail to comply with these provisions, the individuals entered from that school may not be permitted to participate in the regional.

1. Competition shall be held at the regional level in all events in which there are at least two entries.

2. Proof of Publication: At the regional entry meeting, the following interpretive events require the original source books or the original printed web manuscripts: Dramatic Duet Acting, Dramatic Interpretation, Humorous Duet Acting, Humorous Interpretation, Prose and Poetry Reading.

a. Photocopies are not acceptable.

b. Cuttings from publication sites must be accompanied by the original source material.

c. Coaches will be given until registration on the day of the tournament to procure any materials that they do not have at the meeting.

3. Contestants will not be allowed to compete unless they are in compliance with all requirement at the regional entry meeting and all required materials have been approved.

4. Substitutions and changes in regional entries and materials may be made at the regional entry meeting. Following the regional meeting, substitutions for entries and materials may be made provided:

a. The manager is notified prior to the start of the contest;

b. If applicable, proof of publication must be verified by the contest committee;

c. The principal/IHSA official representative confirms in writing that the substitute and/or materials are approved and eligible.

VI. TOURNAMENT STRUCTURES AND TIME SCHEDULES

A. Regional and Sectional Management:

In all cases in which a member school is selected as a contest site, the principal/IHSA official representative of the

high school shall automatically assume entire responsibility for the competition. The official representative may delegate the authority to manage the competition to another staff member. If the site is not located in a member school, then the IHSA Board of Directors shall appoint a local manager with like responsibilities.

1. Regional and Sectional Managers Meeting: A meeting in December shall be held at the IHSA office for all regional and sectional managers. The purpose of this meeting is to provide information and training, review current rules and interpretations and develop a listing of judges. Managers will receive information from the IHSA confirming the specific date, time and agenda of the meeting.

2. Regional and Sectional Contest Committees: Regional and sectional sites will have contest committees to assist the manager in planning, organizing and administering the contest. Participating schools shall be notified of the names of committee members by the host site at least five (5) days prior to the date of the contest.

B. Regional and Sectional Managers:

Contest committees will be formed to aid in contest management, interpret rules and serve as a panel to select contest judges.

1. Regionals: Regional managers will appoint a contest committee consisting of three (3) coaches from three (3) different schools assigned to the regional contest site.

2. Sectionals: The sectional contest committee will be comprised of the managers of the three (3) subsidiary regional contests and the sectional manager.

3. Judge Selection: All committee members must be consulted about potential judges prior to the selection/hiring of any person(s). Written consensus of the committee shall be required for each judge employed and shall be obtained by the contest manager prior to contracting a judge for hire.

C. Authority of Regional, Sectional and State Final Committee and Managers:

The contest manager shall be authorized to conduct the contest under the provisions of these terms and conditions. The manager shall have authority to take proper and appropriate action in any case of unusual situations arising during the competitions. However, no part of the terms and conditions may be set aside.

1. 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 manager shall consult with his contest committee and determine the manner in which the situation shall be resolved.

2. Managers shall not have the authority to advance students affected by any unfairness to the succeeding contest. Resolution of such matters must be within the framework of each individual contest.

3. The manager shall be responsible to resolve questions of rules interpretation, to arbitrate disputes and to apply penalties for violations of contest rules. In all cases involving an interpretation not specifically covered by the rules, the competition manager shall consult with the contest committee before the announcement of results or the presentation of awards. The manager shall consult with the contest committee prior to making a decision in any such matter.

D. State Final Contest Committee: A state final contest committee composed of the six sectional managers, six at-large representatives (one from each sectional), and a representative from the IHSA Speech Advisory Committee will be appointed by the IHSA office to assist the state final manager. The state final committee shall be authorized to conduct the contest under the provisions of these terms and conditions. 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 committee shall determine the manner in which the situation shall be resolved. In addition, the committee shall be responsible to resolve questions of rules interpretation, to arbitrate disputes and to recommend applied penalties for violations of contest rules. Decisions of the state final manager (contest committee chairperson) in all cases herein described shall be final.

E. Time Schedules: Following is the time schedule for regional, sectional and state contests. Local managers, with the approval of their contest committees, may adjust this schedule in the event the number of contestants entered does not require preliminary rounds in an event, or to meet judging needs. Prep packets must be used at their designated times. All scheduled revisions should be submitted to the IHSA.

1. Regional & Sectional Time Schedule*

Saturday

7:30-8:00 a.m.	Registration
7:45	Radio Prep. for Round I, Sec. A
8:00	Extemp Prep. for Round I, Sec. A
8:00	Judges Meeting/Coaches Meeting
8:30	Preliminary Round I, Section A (All Events)
9:00	Radio Prep. for Round I, Sec. B

9:15	Extemp Prep. for Round I, Sec. B
9:45	Preliminary Round I, Section B (All Events)
10:30	Radio Prep. for Round II, Sec. A
10:45	Extemp Prep. for Round II, Sec. A
11:15	Preliminary Round II, Section A (All Events)
11:45	Radio Prep. for Round II, Sec. B
12:00	Extemp Prep. for Round II, Sec. B
12:30	Preliminary Round II, Section B (All Events)
	Lunch
2:00	Posting of Finals
2:30	Final Round: Dramatic Duet Acting, Humorous Interpretation, Impromptu Speaking, Oratorical Declamation, Oratory, Original Comedy, Prose Reading.
3:15	Radio Prep. for Finals
3:30	Extemp Prep. for Finals
4:00	Final Round: Dramatic Interpretation, Extemporaneous Speaking, Humorous Duet Acting, Informative Speaking, Poetry Reading, Radio Speaking, Special Occasion Speaking.
	Awards
5:30 p.m.	

*PIR will only perform once at regionals and sectionals and the performance order and times can be set by local contest management.

2. State Final Time Schedule

Friday

12:00-1:00 p.m.	Registration
12:45	Radio Prep. for Round I, Sec. A
1:00	Extemp Prep. for Round I, Sec. A
1:30	Preliminary Round I, Section A (All Events)
1:30	Performance in the Round Prelim. - Section A
2:15	Radio Prep. for Round I, Sec. B
2:30	Extemp Prep. for Round I, Sec. B
3:00	Preliminary Round I, Section B (All Events)
3:45	Radio Prep. for Round I, Sec. C
4:00	Extemp Prep. for Round I, Sec. C
4:30 p.m.	Preliminary Round I, Section C (All Events)

Saturday

7:45 a.m.	Radio Prep. for Round II, Sec. A
8:00	Extemp Prep. for Round II, Sec. A
8:30	Preliminary Round II, Section A (All Events)
8:30	Performance in the Round Prelim. - Section B
9:00	Radio Prep. for Round II, Sec. B
9:15	Extemp Prep. for Round II, Sec. B
9:45	Preliminary Round II, Section B (All Events)
10:15	Radio Prep. for Round II, Sec. C
10:30	Extemp Prep. for Round II, Sec. C
11:00	Preliminary Round II, Section C (All Events)
2:00	Final Round: Dramatic Duet Acting, Humorous Interpretation, Impromptu Speaking, Oratorical Declamation, Oratory, Original Comedy, Prose Reading.
2:00	Performance in the Round - Final Round
2:45	Radio Prep. for Finals
3:00	Extemp Prep. for Finals
3:30	Final Round: Dramatic Interpretation, Extemporaneous Speaking, Humorous Duet Acting, Informative Speaking, Poetry Reading, Radio Speaking, Special Occasion Speaking.
6:00 p.m.	AWARDS ASSEMBLY

F. Regional Performance Order: The order of appearance of competitors shall be established by the IHSA in conjunction with the SpeechWire, local contest manager in consultation with the contest committee, and under the following stipulations:

1. Students shall participate in two preliminary rounds of competition if there are eight (8) or more contestants entered in an event.

a. In such cases, the competitors shall be divided into two groups randomly by the contest manager/committee into SpeechWire.

b. Groups may be revised randomly by the contest manager/committee for each preliminary round.

c. The top six (6) contestants, plus ties, after two preliminary rounds, will advance to the final round.

2. In the event there are seven (7) or fewer contestants competing in an event, only a final round will be conducted. In such cases, team points will be awarded only to the top six (6) ranked performers.

3. Regionals Prelim I: The assignment of competitors to preliminary round I and their order of performance shall be established randomly except;

a. When adjustments are necessary to permit students to participate in two events and;

b. To separate identical selections by one performance.

4. Regionals Prelim II: Assignment of contestants and speaking order for preliminary round II shall be random with the following limitation;

a. When adjustments are necessary to permit students to participate in two events and;

b. To separate identical selections by one performance and;

c. No more than one-half the contestants may be drawn to compete against the same contestants they competed against in preliminary round I.

5. Final Rounds: Speaking order for the final round of competition at each regional shall be established randomly at the contest following the completion of the preliminary rounds. With the advice of the contest committee, the contest manager may adjust final round performance order;

a. Alter the drawn schedule for those students who have conflicting double entries and, if necessary;

b. To separate identical selections by one performance.

G. Sectional Performance Order: At sectional there shall be competition in all events for which entries have been made. Sectional performance order in each event will be made by the IHSA office and posted online via SpeechWire. Speaking order for the final round of competition at each sectional shall be established randomly at the contest following the completion of all preliminary rounds.

1. The contest manager with consultation with the contest committee may adjust schedules for those students who have conflicting double entries;

2. The contest manager with consultation with the contest committee may adjust schedules for those students who have identical selections.

H. State Final Performance Order: At state final contests there shall be competition in all events for which entries have been made. Performance order in each event shall be made by the IHSA office and posted online via SpeechWire. Speaking order for the final round of competition at the state final shall be established randomly at the contest following the completion of all preliminary rounds.

1. The contest manager with consultation with the contest committee may adjust schedules for those students who have conflicting double entries;

2. The contest manager with consultation with the contest committee may adjust schedules for those students who have identical selections by one performance.

I. Programs: Programs and schedules can be generated by the regional and sectional managers using SpeechWire, the web-based competition management service program. Every school will be identified in the regional, sectional and state final program under the competitor roster. Each performer will be identified in the program under their event by their first and last name and material title if applicable. Programs for spectators may be sold during the state series.

J. Posting Results: At all levels of the state series, contest managers shall post all preliminary round results in a designated area so that coaches may check cumulative judging tallies prior to the public posting of the contestants advancing to the final round.

VII. ADVANCEMENT OF WINNERS

A. Regional and Sectionals: The first, second, third and fourth place finishers in each individual event and performance in the round shall be advanced from regional to sectional. The first, second and third place finishers in each individual event and performance in the round shall be advanced from sectional to the state final.

B. Advancing Ties: In the event there is a tie for a place which qualifies for advancement, all tied contestants shall be advanced. When two contestants are tied for 2nd place, the tie involves the 2nd and 3rd places. The next place awarded shall be 4th place and all four (4) contestants would advance. If there is a two-way tie for 4th place, then five (5) contestants 1st, 2nd, 3rd, and the two tied for 4th would advance.

C. Substitution

1. Substitution of Material: Substitution of selections by an advancing event may be made prior to any contest, provided:

a. The manager is notified prior to the start of the contest;

b. If applicable, proof of publication must be verified by the contest committee;

c. The principal/IHSA official representative confirms in writing that the materials are approved and eligible.

2. Substitution of Qualifiers: Substitution for qualifiers for sectional and/or the state final contests shall not be permitted. If a qualifier(s) cannot advance, the alternate qualifier advancement provisions shall be followed provided:

a. The manager is notified prior to the start of the contest;

b. If applicable, proof of publication must be verified by the contest committee;

c. The principal/IHSA official representative confirms in writing that the substitute and/or materials are approved and eligible.

d. In the case of duets, the duet team is considered one entry and if one duet member cannot advance the entire duet team needs to withdraw and the alternate qualifier provisions shall be followed.

3. A student who competed in the regional or sectional contest for a school and does not advance in an individual event at any level cannot be substituted/added by that same school to any individual event or PIR cast.

D. Determination of Winners: The process and procedures for determining winners are as follows:

1. Judges: After approval by the designated committee the following number of judges shall be assigned to events.

a. Regional: Each regional shall have one (1) judge for each speech individual event round who judges prelims for both sections. Regional final rounds shall have three (3) judges. Performance in the round competes only once and shall have three (3) judges at the regional level.

b. Sectional: Each sectional shall have two (2) judges for each speech individual event round who judges prelims for both sections. Sectional final rounds shall have three (3) judges. Performance in the round competes only once and shall have five (5) judges at the sectional level where the high and low score shall be dropped.

c. State: The state final preliminary rounds shall have three (3) judges for each speech individual event round who judges all three section. The final rounds at state shall have five (5) judges. Performance in the round shall have three (3) judges in preliminary rounds and five (5) judges in the final round at state. In all final rounds, the high and low scores shall be dropped.

2. Tabulation Procedure: Following the completion of each preliminary and final round, ballots and critique forms from each judge shall be returned to contest headquarters/tournament central-tab room. Contest managers/contest designees shall cross check ranking ballots with critique forms to insure the accuracy of rankings and identify to whom rankings are assigned. In the event of any error or other questions, the judge(s) involved shall be contacted immediately to resolve the matter.

3. Ranking to Balance Rounds: To insure equality in ranking between different sections of an event, in no case, except for

overtime penalties, shall a contestant rank lower than the smallest number in any section of the event for the round. In other words, if round 1 section A has 5 contestants and round 1 section B has 6 contestants, personnel in the tab room should record any rank of 6 given by any judge as a rank of 5, since that is the smallest number of contestants in any section of the event for the round. Judges are to rank all contestants accordingly and any adjustment of ranks under this provision are to be done exclusively in the tab room by the tab room personnel.

4. Advancement from Preliminaries to Finals: Following completion of both preliminary rounds of competition at the regional and sectional contests judges' rankings shall be tallied. Performance in the round has only one round of competition at regionals and sectionals.

a. Regional: In all events, excluding performance in the round, the ranks received from two (2) judges – one (1) judge from preliminary round 1 section A or B and one (1) judge from preliminary round 2 section A or B judge shall be added. The six (6) contestants with the lowest cumulative totals of preliminary round rankings shall advance to the finals. In the event of a tie for the last qualifying position, all tied contestants shall also advance to the finals. In Performance in the Round, the three (3) judges' rankings shall be tabulated. The entry whose total of rankings is lowest is the winner; the entry with the second lowest total is second, etc. The top four (4) finishers in PIR at each regional and all ties shall advance to the sectional.

b. Sectional: In all events, excluding performance in the round, the ranks received from four (4) judges – two (2) judges from preliminary round 1 section A or B and two (2) judges from preliminary round 2 section A or B shall be added. The six (6) contestants with the lowest cumulative totals of preliminary round rankings shall advance to the finals. In the event of a tie for the last qualifying position, all tied contestants shall also advance to the finals. In Performance in the Round, the five (5) judges' rankings shall be tabulated. The entry whose total of rankings is lowest is the winner; the entry with the second lowest total is second, etc. The highest ranking and lowest ranking shall be discarded for each entry, and only the three (3) intermediate rankings for each entry shall be considered in determining its final standing. The entry with the lowest total of intermediate rankings is the winner of the event; the next lowest is second, etc. through the listings.

c. State: In all events, excluding performance in the round, following completion of the state preliminary rounds, the six (6) rankings received by each

contestant shall be reviewed. The highest and lowest rankings for each contestant shall be dropped and the intermediate four rankings added. For each event category, the six (6) contestants with the lowest cumulative totals of the intermediate rankings shall advance to the final round. In the event of a tie for the last qualifying position, all tied contestants shall also advance to the finals.

In performance in the round, the eighteen (18) qualifiers from the six (6) Sectionals will be divided into two sections of nine performances each. Entries in each section will perform once and be ranked by a panel of three judges. The three performances in each section with the lowest cumulative rankings will advance to the finals along with any performance whose total of rankings is lower than the total of rankings for the third-place performance in the opposite preliminary group. The finals will be judged by a panel of five (5) judges; each judge will rank the performances 1st through 6th (no ties). The high and low rankings will be discarded, and the remaining ranks will be added. The performance in the round with the lowest cumulative rankings is first; second lowest is second, and so on. If a tie occurs, the tied competitors shall be separated from all other competitors and assigned relative rankings. If there is still a tie, then the ranks assigned by all five (5) judges will be considered, and the contestant with the lowest total of five rankings will be declared the winner.

5. Winners:

a. Regional: After the final round for each event, the three (3) judges' rankings shall be added and a summation made of the rankings received by each finalist. The contestant whose total of rankings is lowest is the winner; the contestant with the second lowest total is second, etc. After each performance in the round has competed once, the three (3) judges rankings shall be added. The performance whose total added ranking is lowest is the winner; the performance with the second lowest total is second, etc. The top four (4) finishers advance to sectionals.

b. Sectional: After the final round for each event, the three (3) judges' rankings shall be added, and a summation made of the rankings received by each finalist. The contestant whose total of rankings is lowest is the winner; the contestant with the second lowest total is second, etc. After each performance in the round has competed once, the five (5) judges rankings shall be added. The high and low scores are dropped. The performance whose total added ranking is lowest is the winner; the performance with the second lowest total is second, etc. The top three (3) finishers advance to sectionals.

c. State: After the final round, with five (5) judges being used, the highest and lowest rankings for each contestant shall

be dropped and not considered in determining final standing. The contestant/performance with the lowest total of intermediate rankings is the winner; the contestant with the second lowest total is second, etc...

6. Resolution of Ties:

a. Ties Affecting Advancement from Preliminaries to Finals: At all contests (regional, sectional and state) contestants tied for the last position which qualifies for advancement from preliminaries to finals shall advance without the tie being broken.

b. Ties Affecting Awards and/or Team Scoring:

(1). At regional and sectional contests, ties for places for which awards are presented shall be broken by separating the tied competitors from all other contestants and assigning them relative rankings on the basis of judges' decisions, as though they were the only competitors. The contestant whose total of relative rankings is lowest is the winner.

(2). At the state final contest, the tied competitors shall be separated from all other competitors and assigned relative rankings. If there is still a tie, then the ranks assigned by all five (5) judges will be considered, and the contestant with the lowest total of five rankings will be declared the winner.

(3). If there is still a tie, duplicate awards will be provided and the team points for the tied places will be added and equally divided among the teams of the tied contestants. For example, three (3) contestants are tied for fourth place at the regional. The tie is unbreakable, so the points for fourth, fifth and sixth places (3 pts., 2 pts., and 1 pt. respectively) are added and divided by three. Each school is then awarded two (2) points for its contestant's finish.

7. Team Winners: Team points shall be awarded on the basis of the following point scale for each individual event: 1st place = 6 points; 2nd place = 5 points, 3rd place = 4 points; 4th place = 3 points; 5th place = 2 points; 6th place and all other finalists = 1 point.

8. Performance in the Round (PIR) team points will not be tabulated for this event and is not eligible for team sweepstake points in Speech: Individual Events.

VIII. TOURNAMENT RULES

A. Events and Material: Schools may compete in the following events: Dramatic Duet Acting (DDA) Humorous Duet Acting (HDA), Dramatic Interpretation (DI), Humorous Interpretation (HI), Prose Reading (PR), Poetry Reading (PT), Oratorical Declamation (DEC), Informative Speaking (INFO), Original Oratory (OO), Original Comedy (OC), Special Occasion Speaking

(SOS), Extemporaneous Speaking (EXTEMP), Impromptu Speaking (IMPT), Radio Speaking (RADIO) and Performance in the Round (PIR). The competing school's principal is required to see and approve both the selection and performance of all material including substitute material, to be used by contestants from the member school in the contest series.

1. **Appropriateness:** Material which is inappropriate for public performance by high school students will not be tolerated. A performance (language or action) which is a literal, symbolic or colloquial expression describing or naming anything which is profane and/or vulgar, whether suited to a specific character being portrayed, is always considered inappropriate. If, in the opinion of any contest judge, material which is performed for their adjudication is inappropriate for public performance by a high school student, the judge may rank the performance down. If, in the opinion of a majority of the judges, a performance is persistently inappropriate or is flagrantly profane or vulgar, the judges may stop the performance and disqualify the contestant(s) from the contest. In either case, judges shall explain their opinions and actions in written critiques, and the judge/contest manager shall forward a copy of the critiques to the IHSA office. Contest officials shall submit a special report to the IHSA. In addition, any report of the use of inappropriate material shall be investigated by the IHSA Executive Director, who shall investigate the allegation and take action if warranted under the provision of IHSA By-law 6.010 and the procedures stated in these Terms and Conditions.

2. **Published Work:** In Dramatic and Humorous Duet Acting, Dramatic and Humorous Interpretation, Prose and Poetry Reading and Oratorical Declamation, printed published source must be used.

3. **Original Work:** In Original Oratory, Informative Speaking, Original Comedy and Special Occasion Speaking, the content, style and thought of the selection must be solely the product of the contestant and only 150 word can be direct quotations.

4. **Internet for Publications:** The internet may be used as a source for printed published material provided the following provisions are met:

a. It must be copyrighted and available to all (equal access).

b. It must not have been posted solely for a student's use in competitive speech activities.

c. It may not be transcribed from an audio or video source; it must be available in its original written form.

d. In addition, it is recommended that all internet sites be evaluated for authenticity.

5. **Internet for Extemp:** In Extemporaneous Speaking, during

competition: prep and performing, the internet may not be used.

6. **Visual Aids:** Any visual aids presented while performing, to the audience or to judges are not permitted at any time, including handouts or materials before, during, or after the round. Notecards and manuscripts are not considered visual aids.

B. Properties: Excluding Performance in the Round (PIR), props are prohibited. A prop shall be defined as any item that is manipulated during a performance. This includes but is not limited to, shoes, apparel (i.e.: buttons, collars, ties), accessories, hair, etc. which is used for effect during the presentation. Manuscript, notecards and prose/verse books are not considered props. Humorous and Dramatic Duet Acting events are allowed to use one (1) solid table approximately 30" x 48" with four legs and two (2) chairs as provided by the host site. In Performance in the Round, students are allowed to use up to two (2) solid tables with four legs approximately 30" x 40" in length and ten (10) chairs as provided by the host site. Folding chairs should not be used. In all duets and PIR, the performers are not allowed to stand on the tables and chairs.

C. Material at Contests: At every state series contest, the coach must have all performance material with them on site.

1. For interpretive events, Dramatic Duet Acting, Dramatic Interpretation, Humorous Duet Acting, Humorous Interpretation, Prose and Poetry Reading, the coach must have the original published source of any selection used along with a complete script of the cutting performed.

2. For all events, excluding limited prep events: Radio Speaking, Extemporaneous Speaking, and Impromptu Speaking, the coach must be able to produce a typed script/manuscript or copy of selections performed. Manuscripts must contain identification of sources of quotes. The actual source of non-original cuttings should also be identified on the script/manuscript.

3. If requested, materials must be presented within a reasonable amount of time as determined by the contest manager. Failure to produce such requested materials shall result in the disqualification of the contestant from the contest in that event. If the contestant has been ranked in the round where the violation is discovered, the ranking will be changed to DQ and the ranks of the other contestants in that round will be adjusted up as necessary.

D. Royalties: The Illinois High School Association assumes no responsibilities for the payment of royalties or other fees connected with the performance of any material in the Speech: Individual Events contest series.

E. Timekeeping: Time will be kept at all contests for all events. DDA, HDA, DI, HI, PR, PT, DEC, OO, OC, and SOS have an eight (8) minute time limit. EXTEMP has a seven (7) minute time limit. IMPT. has a two (2) minute prep with a six (6) minute time limit. RADIO has a time limit of 4:50 to 5:05 with contestants expected to finish at five (5) minutes.

1. **Timers:** Contest managers will arrange to have two (2) timers in every round for all events in all contests. To accommodate this requirement, if necessary, managers are authorized to give timekeeping assignments as needed to participating schools. In all events, excluding Radio speaking, timers will be seated out of the judges' sight but in full view of the performers. Timers shall use stopwatches which will be the only official timing devices. Timing devices other than those used by the appointed timekeepers are unofficial. The timers must deliver their official IHSA time sheets to the contest headquarters at the conclusion of each section.

2. **Overtime:** In all events except Impromptu Speaking, Extemporaneous Speaking, Radio Speaking and Performance in the Round, when a stopwatch is read to determine time, a reading of 8:30.00 or less, will not be considered a time violation. If a stopwatch reads 8:30.01 or greater, the time will be considered to be 8:31. Both timers/time sheets must show/confirm the overtime for penalties to be assessed. In Impromptu Speaking, Extemporaneous Speaking, Radio Speaking and Performance in the Round the same time concept applies per their specific time limitations.

3. **Overtime Procedures:** In all events except Radio Speaking, both contest timers designated by the manager shall raise their hands above their heads upon expiration of the allotted time, to let the performer know the time limit has been reached. Both timers shall keep the hands raised above their heads until the performer concludes. When the speaker concludes their presentation, both timers shall record the total elapsed time shown on their individual stopwatch on an official IHSA time sheet. Times shall not be announced to competitors, judges or audiences, except in Radio Speaking. Judges shall be instructed not to take time into consideration in their rankings. All penalties for time violations shall be assessed by the contest management/tab room.

4. **Penalties for Violation:** For regional, sectional and state final preliminary rounds, the contestant's ranking from each judge shall be lowered by one (1) place for each full thirty (30) seconds of overtime.

a. **Regional, Sectional and State Final Preliminary Rounds:** This reduction in ranking shall be mandatory and shall be administered by the contest

management/tab room. Thus, a contestants ranking may exceed the least number of contestants in a round of that event. For example, contestant A is ranked 2, 3, 1 by three judges, but is overtime by forty-five (45) seconds. Contestant B is ranked 3,1, 2 and contestant C is ranked 1, 4, 3. The manager shall then adjust the rankings for the overtime contestant A to 3, 4, 2 before the tabulation of rankings is made. No change is made in the rankings of contestant B or contestant C.

In this example, final results become:

A - 2, 3, 1 overtime becomes 3, 4, 2 = 9

B - 3, 1, 2 = 6

C - 1, 4, 3 = 8

In Radio Speaking, due to overtime violations, the term "ranked last" shall mean given a rank on each individual judge's ballot equal to the number representing the number of contestants in the round. In other words, if there are six (6) contestants in the round, 'ranked last' means being given the rank of six (6) on each judge's ballot. Other contestants in the round who do not violate the time limits will have their ranks from each judge adjusted upward as appropriate.

b. State Final Rounds: In the final rounds of the state final contest only, no penalty for time violations will be assessed in any event, excluding Radio Speaking, until one (1) minute beyond the specified time limit. For example, if the time limit is eight (8) minutes, no penalty will be assessed until the speaker has exceeded nine (9) minutes as verified by two (2) stopwatches.

5. Time Cards: In Extemporaneous Speaking and Impromptu Speaking, time cards shall be used to inform the speakers of the amount of time remaining. These cards should be visible to the speaker at all times.

6. Limited Prep Events:

a. Extemporaneous Speaking: The prep room monitor will inform speakers of the allowable prep time and dismiss the speakers accordingly.

b. Impromptu Speaking: During prep, the timer will give the speaker oral prep time signals in thirty (30) second intervals in the competition room. At two (2) minutes the prep time ends and the timer will direct the competing student to begin their Impromptu speech.

c. Radio Speaking: The prep room monitor will inform speakers of the allowable prep time and dismiss the speakers accordingly. In the competition room, the timers shall be seated in such a way that they are visible to the speaker. Contestants may use their own timing devices. One of the timekeepers shall use time cards to notify the speaker when the following time remains: two (2) minutes, one (1) minute, thirty (30) seconds and fifteen (15) seconds. After the last fifteen (15) seconds has expired, the timer will notify the speaker by means of upraised fingers, when ten (10) seconds are left, and when only five (5) seconds remain in the five

(5) minutes of total allowable performing time. After each presentation (in Radio Speaking only), the timers shall inform the judges of the exact time of the performance.

7. Managers shall post all performers' times in the coaches' area for coaches to review immediately following each round of competition.

F. Rule Violations: Rule violations are subject to penalty by the IHSA Board of Directors under the provisions of IHSA by-laws and any special provisions contained herein.

1. General Penalty for Violations by Contestants: Unless otherwise specified in the rules, the penalty for rules violations in any round of competition throughout the entire contest series shall be that the contestant's ranking in the round where the violation occurs be changed to last and the ranks of other contestants will be adjusted as necessary. For example, in preliminary round II section A of Humorous Duet Acting, a student from Duet A stands on the table during the duet's performance. The penalty is that the duet is to be ranked last in the round. Thus, the results for preliminary round II section A will be adjusted as follows:

Duet A was 2nd becomes 6th

Duet B was 1st remains 1st

Duet C was 3rd becomes 2nd

Duet D was 5th becomes 4th

Duet E was 6th becomes 5th

Duet F was 4th becomes 3rd

G. Disqualification: Any team that does not adhere to these terms and conditions may be subject to disqualification from the tournament and will automatically forfeit any right to awards received at the tournament.

1. Tardiness, Absences and Performance Out of Order: Contestants must be present when called upon in accordance with the scheduled program prepared/printed by the contest manager. In the event a contestant cannot, for any reason, comply with the schedule, they must contact the contest manager. Only if the manager or a member of the contest committee gives the student written permission may any contestant perform out of the order printed in the program. Contestants failing to comply with the schedule without a written excuse shall be disqualified.

2. Failure to Present Original Selections:

a. Quoted Material: If it is discovered that a contestant has included more than 150 words of direct quotation in his/her selection, they shall be disqualified.

b. Originality of Material: In all cases where originality of material is questioned, the local contest committee shall be responsible for examining the material and ruling on its eligibility. If a judge suspects that a speech is not original, they should inform

the contest committee and the committee will investigate.

H. Late Discovery of Violations: If a violation is discovered after the close of the contest in which the violation occurred, the following procedure shall be followed:

1. The contestant(s) or school shall be disqualified and advancement to the next succeeding contest shall be denied if the violation is reported to the IHSA office prior to the next contest. If the violation is not reported until after the next contest, no action shall be taken, and the matter shall be considered closed.

2. If the violation is reported to the IHSA office prior to the next succeeding contest, and the contestants(s) are disqualified, the rankings of the other contestants in the event shall be revised upwards. The revised contestants(s) shall be advanced on the basis of the revised rankings.

3. If the disqualified contestant(s) or school has won any awards, such awards shall be returned to the IHSA office. Awards shall be redistributed on the basis of the revised rankings.

I. Advancement of Next Qualifier: In the event a qualified student is unable to advance to the succeeding contest the next qualifier shall advance. The highest-placing contestant from the qualifier's last qualifying contest in the same event that has not yet been offered the opportunity to advance shall be designated as the next qualifier to advance. It is the responsibility of the principal/IHSA official representative or coach to notify the IHSA office at the earliest possible time that another advancing contestant may be necessary. The IHSA office will officially inform the school's administration/coach that they will replace a qualifier.

1. In the event a qualified student(s) is unable to advance to the succeeding contest their school's principal/IHSA official representative must notify the IHSA of the student(s) withdrawal. If their coach contacts the contest manager of the withdrawal the contest manager shall direct them to have their principal/IHSA official representative notify the IHSA, and the IHSA will begin the process of contacting the next qualifier eligible to advance.

2. Any advancing qualifier(s) due to a withdrawal shall be treated from that point forward as qualified contestants, and if they are, for any reason, unable to advance to the succeeding contest, the process shall be repeated with the next highest-placing contestant(s) until an alternate qualifier who is able to advance is found.

3. If a contestant is originally tied for placement and one of the tied advancing students withdraws, no advancing qualifier is moved up to fill the withdrawing tied spot.

4. Adjustments for placements shall be done in Speechwire per the IHSA terms and conditions.

J. Protests: Any coach or judge may challenge a performance's compliance with the rules by filing a protest in writing by using the "IHSA Protest Form" and submitting the written protest to the contest manager. Other persons wishing to file such a protest or challenge, shall do so through a coach or judge at the contest. Any question relative to contest rules or any aspect of the contest which arises following the announcement of results shall be referred directly by the principal/IHSA official representative of the school(s) involved to the IHSA office. The IHSA office will give consideration to questions relative to administrative and/or clerical matters only and will do so only through the end of the first Monday following the completion of the contest involved. In compliance with IHSA By-law 6.033, protests or challenges relative to the decision of any judge will not be considered. Protest Form

The Report of Winners will be completed by the Regional and Sectional Managers and shall be the official entry form for these contests. Entry fees for qualifiers shall be paid upon arrival at the Sectional and State Final sites. Qualifiers for whom fees are not paid as prescribed shall not be permitted to participate.

IX. TOURNAMENT POLICIES

A. Damage to Property or Equipment: If representatives from any school entered in a state series are found guilty of carelessly or maliciously breaking, damaging or destroying property or equipment belonging to the host school or host venue, such school shall be held responsible for costs incurred in replacing or repairing such property or equipment.

B. Media Policies: Policy regarding media requirements for each local manager is contained in the current IHSA Handbook. Reporting information to the news media shall be the responsibility of each local manager. Media questions can be directed to Matt Troha at the IHSA office at 309-663-6377.

1. **Media Provisions:** Site managers will cooperate fully with media personnel to arrange photo opportunities and ensure coverage of all levels of the tournament. Space shall be set aside to provide for news media representatives covering the state series whether they are from newspapers, radio stations, commercial television stations, and/or cable television stations. Managers can arrange an area for media/photographers and students to gather for photo opportunities. Managers should post information for all participating students regarding any opportunities to meet with area media.

2. **Media Personnel Requirements:** Any media person wishing to take photographs will contact the site manager to verify arrangements to take photos. Photographers are welcome to take photos in the common areas. Photographers or television personnel with cameras may take pictures provided that:

- a. The individual is wearing the IHSA media/photographers pass;
- b. The individual contact and reports to the site manager with credentials;
- c. The individual does not photograph while the student is performing in competition rooms while competition rounds are taking place;
- d. The individual only enters and exits competition rooms between performances;
- e. The individual refrains from speaking to competitors during competition;
- f. During awards, news media may take photographs. If the manager and contest officials agree that the flashes are causing interference with the conduct of the event, then they can require the photographer to cease use of the flash.

C. Videotaping: Spectators are prohibited to videotape performances. The local manager may provide videotaping of the awards ceremony for purchase. The IHSA prohibits any taping for the purpose of video reviewing during the tournament.

D. 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.

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

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

G. 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 premises, and law enforcement officials will be called as warranted.

H. Special Report Forms and SAWA Reports: 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 (SAWA). These forms can be found on the IHSA website at www.ihsa.org.

I. Prayer at IHSA State Series Contest: Prayer at an IHSA state series contest that takes place over the public address system is prohibited.

J. 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 a contest.

X. AWARDS

A. Awards Fulfillment: All awards will be furnished by the IHSA and are not an expense charged upon the individual host. Regional and sectional level awards will be mailed to the host sites.

1. Duplicate awards will be presented in the case of ties.

2. Additional medallion awards can be purchased by the winning schools.

B. Regional: An awards ceremony will be held at the conclusion of each regional.

1. Team standings will be determined in accordance with the scoring system described in these terms and conditions.

2. Medals shall be awarded to the top four (4) winners in each Speech: Individual Event.

3. The winning Performance in the Round schools at each regional will receive a regional plaque.

4. The winning Speech: Individual Events schools at each regional will receive a regional plaque.

C. Sectional: An awards ceremony will be held at the conclusion of each sectional.

1. Team standings will be determined in accordance with the scoring system described in these terms and conditions.

2. Medals shall be awarded to the top three (3) winners in each Speech: Individual Event.

3. The winning Performance in the Round schools at each sectional will receive a sectional plaque.

4. The winning Speech: Individual Events schools at each sectional will receive a sectional plaque.

D. State Final: An awards ceremony will be held at the conclusion of the state final.

1. Team standings will be determined in accordance with the scoring system described in these terms and conditions.

2. Plaques will be awarded to the schools finishing first (1), second (2) and third (3) in Performance in the Round.

3. Medallions shall be awarded to the first (1) place Performance in the Round cast.

4. Medallions shall be awarded to the top six (6) winners in each Speech: Individual Event.

5. A trophy will be awarded to the teams finishing first (1), second (2) and third (3) place in Speech: Individual Events.

6. Medallions will be awarded to the schools of the first three placing teams in each respective division. In addition, four (4) coaches, one (1) superintendent, one (1) principal, and one (1) athletic/activity director will be presented with a medallion.

7. Duplicate awards will be presented in the case of team ties. In the event there is a tie for 1st place, the tie involves the 1st and 2nd places. The next place awarded shall be 3rd place. In the event there is a tie for 2nd place, the tie involves the 2nd and 3rd places. The next place shall be 4th place.

8. Competitors participating in the awards presentation shall wear their competition attire or school's official team attire. If a school fails to comply, they shall not be allowed to participate in the awards ceremony.

XI. JUDGING

A. Assignments: In accordance with these terms and conditions, regional, sectional and state final managers shall select and assign hired judges after consultation and approval from their entire contest committee. The number of hired judges shall be determined by the contest manager within the framework of the budget for the contest approved by the IHSA office. All others are to be coach judges supplied by the participating schools and assigned by the contest manager. Each school with an entry at the state tournament must provide at least one (1) coach to serve as a judge at the state tournament.

1. Managers, in conjunction with their contest committees, are to select preferred qualified hired judges who have a background and experience in adjudicating Speech: Individual Event contests and who can provide solid critiques.

2. Hired judges should represent their respective regions and sections and be located as near to the contest site as possible.

3. Coaches(s) from participating schools must also be available throughout each contest level for judging assignments.

4. In regional contests, one (1) judge shall be used in each preliminary round of each speech individual event and three (3) judges shall be used in the final round in each event. For performance in the round, three (3) judges shall be used to determine the winners.

5. In sectional contests, two (2) judges shall be used in each preliminary round of each event and three (3) judges shall be used in the final round in each event. For performance in the round, five (5) judges shall be used to determine the winners.

6. In the state final, three (3) judges shall be used in the preliminary rounds of each event and five (5) judges shall be used in the final round of each event.

B. Duties: It shall be the duty of each judge to rank each performance in accordance to these terms and conditions.

1. The same judge shall rank all contestants within an event during all sections of a given round.

2. Each judge shall rank all contestants in each round in the order of the excellence of their performances.

3. Judges may not award the same ranking to more than one (1) performance in a given section.

4. In all events, at all contests, each judge shall prepare brief written critiques of the work of each contestant. All critiques shall specify major reasons for ranking. These critiques shall then be made available at the end of the contest to the coach of each competing school.

5. A judge shall not confer with anyone one prior to the submission of their ballot. Procedural and rules questions can be directed to the room chair and contest management.

6. A judge shall not change or revise their ballot after it has been signed unless contest management has identified a clerical error.

7. No one may question a judge's ballot or confer with a judge concerning their decisions unless it is necessary to do so because the ballot is not legible, or the decisions or rankings were not made in conformity with the rules.

8. A judge shall not reveal their decisions to anyone prior to the announcement of final results.

C. Fees: The host manager is responsible for paying all judges within the framework of the budget for the contest approved by the IHSA office. Judges fees shall be paid as follows:

Regional: \$20.00 per round;

Sectional: \$20.00 per round;

State Final: \$25.00 per round;

Performance in the Round: \$10.00 per performance at all levels of competition.

A "round" is defined as each group of performances for which a judge completes a ballot.

D. Mileage Reimbursement Policy: In the state series (regional, sectional, state final), to assist IHSA hired judges with out-of-pocket expenses, they shall be reimbursed a travel allowance of \$.30 per mile in excess of 70 miles round trip.

1. A voucher system will be used to compensate judges when they drive in excess of 70 miles round trip per competition.

2. Reimbursement shall be directly from the IHSA office, upon the judges' submission of a travel report form to be provided by the IHSA through the contest managers. Payment will be made through the IHSA office, after completion of the tournament series, at a rate of thirty (30) cents per mile for all mileage in excess of 70 miles round trip.

3. No compensation will be permitted for trips of less than 70 miles round trip.