

# Knowledge Bowl Advisors Meeting Summary September 18, 2008 – Southeast Service Cooperative

22 advisors attended the meeting, representing both junior and senior high teams. 18 schools were represented.

## DISCUSSION ITEMS

### 1.0 Southeast Service Cooperative Staff

Kirsten Kuehl coordinates student academic programs.

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### 2.0 Participation At-A-Glance

#### Junior High

- 1994-95 12 districts, 21 teams
- 1995-96 15 districts, 27 teams
- 1996-97 13 districts, 25 teams
- 1997-98 15 districts, 29 teams
- 1998-99 17 districts, 31 teams
- 1999-00 18 districts, 31 teams
- 2000-01 18 districts, 36 teams
- 2001-02 17 districts, 31 teams
- 2002-03 18 districts, 41 teams
- 2003-04 19 districts, 47 teams
- 2004-05 19 districts, 48 teams
- 2005-06 20 districts, 51 teams
- 2006-07 19 districts, 45 teams
- 2007-08 19 districts, 52 teams

#### Senior High

- 1994-95 24 districts, 45 teams
- 1995-96 26 districts, 52 teams
- 1996-97 27 districts, 51 teams
- 1997-98 28 districts, 53 teams
- 1998-99 31 districts, 59 teams
- 1999-00 30 districts, 65 teams
- 2000-01 29 districts, 68 teams
- 2001-02 28 districts, 70 teams
- 2002-03 29 districts, 68 teams
- 2003-04 27 districts, 62 teams
- 2004-05 27 districts, 68 teams
- 2005-06 27 districts, 70 teams
- 2006-07 30 districts, 82 teams
- 2007-08 30 districts, 91 teams

We do not limit the number of teams from each school/district.

### 3.0 2007-08 Summary

#### *State Coordinator:*

Susan Ward, Lakes Country Service Cooperative

1001 East Mount Faith, Fergus Falls, MN 56537

218-739-3273 or 800-739-2459 or [sward@lcsc.org](mailto:sward@lcsc.org)

She is a former Knowledge Bowl coach and served as an official at State for many years.

#### **Items covered at the State Advisory Meeting (5/1/08) included:**

- 2009 State Knowledge Bowl™ will be April 22-23, 2009 at Cragun's in Brainerd.
- 2010 State Knowledge Bowl™ will be April 15-16, 2010 at Cragun's in Brainerd.
- At the State level, teams will be divided into A/AA based on enrollment. Schools can request to go from A to AA.
- Academic Hallmarks will be the question source this year. NAQT questions are too expensive.
- Congratulations to the following schools that represented our region at the State competition: Cannon Falls, Dover-Eyota, Houston, Northfield, Rochester Mayo.

*Minutes from this meeting are attached.*

*Reminders:* There cannot be any "conference" meets outside of the service cooperative's Knowledge Bowl™ programs, since it is a trademarked program. If your conference and AD have competitions going, you will need to call it something else with your team and with your "conference".

In addition, SSC can no longer provide question sets. Conference teams will need to order these on their own. Companies that have been used by teams in our region are: Academic Hallmarks (www.greatauk.com) and Questions Unlimited (www.qunlimited.com).

The Strength of Scoring method was used at this year’s state meet. SOS points are given at the end of the meet, as follows: each time in top room = 1.5/round, each time in 2nd room= 1 pt. /round, and each time in 3rd room= .5 pts. /round.

**Strength of Scoring will be used during both Junior High and Senior High Sub-Regional and Regional events.**

Tie Breakers: When teams are tied following an oral round, the teams will be ranked based on points scored in the oral round just completed. (More points results in a higher rank.) When those scores are also tied, teams will be ranked in the same order that they were ranked before the oral round just completed.

**4.0 2008-09 Season**

The 2008-09 SH Knowledge Bowl Handbooks are used for both Junior and Senior High. All rules and procedures are the same, except that **junior high teams consist of one more person per team (six students).**

**4.1 TWO-TIER SYSTEM**

**Junior High**

Teams are divided in half for competition at the Sub-Regional and Regional level. Tiers are determined using the most recent enrollment figures (grades 6-8) from MDE.

The *current* division is:

**Tier AA**

Chatfield	Kenyon-Wanamingo	Red Wing
Dover-Eyota	Pine Island	Winona
Kasson-Mantorville	Plainview-Elgin-Millville	

**Tier A**

Caledonia	Houston	Rushford-Peterson
Fillmore Central	Kingsland	Southland
Goodhue	Lanesboro	Spring Grove
Grand Meadow	Mabel-Canton	

**Senior High**

We use a two-tier format at the Senior High level. Using grades 9-11 enrollment figures (from most current MDE figures), teams have been divided -- 40% in AA and 60% in A – to compete at the Sub-Regional and Regional. Our region agreed to use this procedure to determine teams advancing to State.

- o Divide teams: 60% A, 40% AA.
- o The top three (3) A teams advance to State and the top two (2) AA teams advance to State.

The current division listed below. It could change based on number of total teams.

**Tier AA**

Austin	Plainview-Elgin-Millville	Winona
Kasson-Mantorville	Red Wing	
LaCrescent-Hokah	Rochester Century	
Northfield	Rochester Mayo	

**Tier A**

Caledonia	Houston	Rushford-Peterson
Cannon Falls	Kenyon-Wanamingo	Southland
Chatfield	Kingsland	Spring Grove
Dover-Eyota	Lanesboro	St. Charles
Fillmore Central	Lewiston-Altura	Stewartville
Glenville-Emmons	Mabel-Canton	Triton
Goodhue	Pine Island	
Grand Meadow	Rochester Off-Campus	

# Knowledge Bowl Advisors Meeting Summary

## September 18, 2008 – Southeast Service Cooperative

### 4.2 ROUND ROBINS

We can accommodate 15 teams at a time at the Southeast Service Cooperative for Round Robins. Regarding the number of alternates allowed at Round Robins, we allow “extra” alternates at Round Robins, but only 6 students take written (junior high)/5 students take written (senior high). Extra alternates will take the written test (either individually or with other extras).

Round Robins will be held at the Southeast Service Cooperative Conference Center. Teams can choose to attend either a morning session (9:00 - 11:30 am) or an afternoon session (12:30 - 3:00 pm) each month. We provide coffee and a pop machine is available for individuals to purchase their own.

The written round is 60 questions and taken by all students (including extra alternates—either individually or with other “extras”). Requiring all students to take the written round helps eliminate wandering students with nothing to do.

### 4.3 9<sup>th</sup> GRADE PARTICIPATION

The Service Cooperative representatives decided several years ago to institute a statewide rule that Junior High students cannot participate in Junior High competitions if they’ve competed or will compete in Senior High in the same season. **9<sup>th</sup> grade participation guidelines: Once a student moves to or participates with a senior high team, they are not allowed to play junior high again.**

### 4.4 COMPETITION CANCELLATION PROCEDURE

If a competition needs to be postponed (due to weather/late start or closing) Kirsten will contact the schools/advisors involved. In addition, it will be posted on the website homepage at [www.ssc.coop](http://www.ssc.coop). Advisors should provide home phone numbers for after-hours communication. If there is questionable weather, the website will also say that the competition is on.

### 4.5 JUNIOR HIGH DATES

Junior High Round Robin dates are: ..... October 6, 7, 8 (Mon, Tues, Wed)  
..... November 3, 4, 5 (Mon, Tues, Wed)  
..... December 1, 2, 3 (Mon, Tues, Wed)

Sub-Regionals for A: January 13 (Tuesday) & January 21 (Wednesday)

Sub-Regionals for AA: ..... January 14 (Wednesday) & January 20 (Tuesday)

Regional for Tier A: ..... January 27 (Tuesday)

Regional for Tier AA: ..... January 28 (Wednesday)

We need to have two-tier Sub-Regionals with top teams advancing to Regional, due to number of teams. Teams are divided in half (into tiers - based on enrollment). The top 12 teams from Sub-Regionals compete at Regionals (one for each tier). The top nine used to advance, but the group voted to increase it to twelve. The top 6 scores from each day advance to Regional.

### 4.4 SENIOR HIGH DATES

Senior High Round Robin dates are: ..... December 11, 12, 15 (Thurs, Fri, Mon)  
..... January 5, 6, 7 (Mon, Tues, Wed)  
..... February 3, 4, 5 (Tues, Wed, Thurs)

Sub-Regionals

Tier A ..... March 10 (Tuesday) & March 18 (Wednesday)

Tier AA ..... March 11 (Wednesday) & March 17 (Tuesday)

Regionals

Tier A ..... March 24 (Tuesday)

Tier AA ..... March 25 (Wednesday)

Advisors should request which days they would like their teams to compete. Schedule is attached. Let Kirsten know immediately if there will be changes in the number of teams or if changes need to be made to the round robin scheduling.

**Regionals must be completed by April 3, 2009.**

The Sub-Regionals have been held at Evangel United Methodist Church, and the Regional will be held at the Southeast Service Cooperative.

The State competition will be April 22-23, 2009 (Wednesday & Thursday) at Cragun's in Brainerd. The two-tier system is used at State. Determination of which schools will be placed in A and AA at State is made after Regionals when all the teams going to State have been determined. **Southeast can send five (5) teams in 2009.**

The teams competing must pay their own expenses. Number of teams sent from each region is based on previous year's participation. The Southeast Service Cooperative must also send the following persons to State:

- Regional Coordinator
- 1 Computer Operator (can be a student)
- 2 Judges
- 1 Reader

We pay for lodging and mileage for judges and readers, and request that teams participating at the state event help recruit them. Anyone familiar with Knowledge Bowl can serve in these positions, especially advisors from teams not going to State. Please consider volunteering!

**A state t-shirt design contest is outlined in the handbook. Advisors should inform their students of this contest in case anyone is interested in submitting a design.**

## 5.0 Format of Events, Competition Rounds

For Round Robins, both written and oral scores will be included in the final tally. Round Robin competitions will consist of a written test (60 questions with 50 min. limit) *taken first, followed by* 3 oral rounds (30 questions). Junior High teams can have 6 team members take the written test and 5 team members in each oral round. Alternates can sub in after 15 questions during the oral round and/or between oral rounds. (Senior High teams have one less student/team.)

During Round Robins, scores will be recorded and posted by advisors. After competitions are completed for the month, a copy of all scores will be emailed to advisors and posted on the SSC website. At the end of the season, awards are given to top teams, although the scores have no bearing at the sub-regional or regional.

Junior High Regional	1 written (60 questions with 50 min. limit) and 4 oral (45 questions)
Senior High Regional	1 written (60 questions with 50 min. limit) and 5 oral (45 questions)

***PLEASE NOTE: Advisors should plan to read or judge at Round Robins and Regional competitions. Since we need two adults for every three teams, schools with 3 or more teams will need to supply another adult (parent, teacher, principal) to serve as reader or judge at Sub-Regional or Regional. Schools with fewer teams will be asked, but for schools with 3 or more teams—it is mandatory. (At Round Robins we need at least 1 adult per room, but 2 is best.)***

**Junior High: One set of written questions will be given to each student.**

**Senior High: One set of written questions will be given to each team at all events in order to follow the state format.**

***NEW--Any extra students (not taking the written test with a team) MUST take the written test (either with other "extras" or by themselves.***

**6.0 Awards**

**Junior High**--Certificates are given for participation in Round Robins, Sub-Regionals and Regional competitions. A team trophy and individual trophies will be awarded to the top three teams at Regional.

**Senior High**--Certificates are given for participation in Round Robin competitions, the season and Regional (not all teams compete in Round Robins). Regional: Medallions go to the individual members of the top 5 teams in each tier and a team trophy will be awarded to top 5 schools. Plaques go to the top three teams in each tier for Round Robins.

**7.0 Expectations/Student Behavior**

Please see Coaches' Handbook for "Code of Conduct – Participant Statement" (*page 11*). Some coaches require their students to complete this form. Each advisor can use their own discretion whether or not to use these forms or something similar.

We have been fortunate and students are generally quite well behaved, although we have had some minor vandalism at our facility. We expect all students to show respect for people and property and pick up after themselves (whether it be at the Southeast Service Cooperative or at another location). We ask advisors and other adults to supervise students.

**8.0 Costs/Fees****Junior High Fees**

MEMBERS: \$265 for the first team, \$240 for each additional team (up \$5/team)

NON-MEMBERS: \$530 for the first team, \$580 for each additional team (up \$10/team)

**Senior High Fees**

MEMBERS: \$355 for the first team, \$295 for each additional team (up \$5/team)

NON-MEMBERS: \$710 for the first team, \$590 for each additional team (up \$10/team)

(These fees have not changed from last year.)

**Other Costs to Consider**

Local Competition Days

*3 half days for Round Robins, 1 full day for Sub-Regionals, 1 full day for Regionals*

\*\* Substitute Teacher for Advisor

\*\* Transportation to/from Rochester

\*\* Lunch at Sub-Regionals and Regionals - *Domino's is what we've used previously.*

State Competition Costs - *2 full days for State*

\*\* Substitute Teacher for Advisor

\*\* Transportation to/from Brainerd

\*\* Team Expenses - *Hotel Accommodations and Meals*

\*\* Expenses for One Extra Adult

Districts will be invoiced after the season starts and the number of teams has been determined.

**9.0 Equipment and Competition Questions****9.1 EQUIPMENT**

New equipment is available through Lakes Country Service Cooperative. This is an OPTIONAL purchase. The new handheld units (Pocket Box) do not require a laptop for use. SSC has purchased 7 of these units to use at competitions. The cost of the handheld scoring unit is \$275 each. The same scoring strips are used with this unit. If you need replacement strips, you can order them for \$155 per set of 3. Order equipment and software directly from Lakes Country (Monica Thompson, fax 218-739-2459, email: [mthompson@lcsc.org](mailto:mthompson@lcsc.org)). Prices and order forms are in the handbook (*page 13-15*).

**9.2 PRACTICE QUESTIONS**

Practice questions (used in prior years—not pristine) can be obtained from the Southeast Service Cooperative. Questions from 2007-08 have been copied and will be distributed at the Advisors' Meeting or first competition.

**10.0 Communication**

Almost all correspondence will be done via email and posting on the SSC website. All schedules and scores will be emailed to you and will be posted on the website. The website is [www.ssc.coop](http://www.ssc.coop). Click on the Programs tab at the top and select Knowledge Bowl. Please check scores and postings.

**11.0 OTHER DISCUSSION ITEMS****Academic Lettering in Knowledge Bowl**

We took a poll of advisors in attendance to see how many schools gave academic letters for Knowledge Bowl. The majority do. Each school uses different criteria, but criteria mentioned included:

- Attendance in "x" number of meets
- Attendance at practice
- Number of years the student has participated in KB
- Fundraising efforts
- Participation at Sub-Regional

**Participation by Disabled Students**

Knowledge Bowl will allow any student to participate and does not discriminate. Usually a helper/adult can accompany the student and assist whether it be signing, reading aloud, etc. Another region had a blind student participate and was able to work with this. Schools are encouraged to work with the disability, rather than exclude a student. The Minnesota State Academy for the Blind and Deaf has inquired about participating and may attend a competition to observe.

**Sub-Regional Date Preferences by Schools**

Schools will be assigned a Sub-Regional date to compete, unless they are unable to compete on one of the dates. The dates have been listed in these notes and on the date attachment. Please check your calendars now and let me know if you need a specific date and we will try our best to accommodate you. The date assignments for Sub-Regionals will be done by the end of October for junior high.

**In-school Consequences/Discipline of Students**

The question has been asked if we had anything in writing about discipline of students that have been disqualified from a competition. Aside from not allowing them to participate in the remainder of the meet, we do not discipline beyond that. The state coordinator said there is nothing in the KB rules about this. She suggested the advisor carefully study the school's discipline policy and follow that very closely. We hope that administrators support advisors/coaches when they hold students to an appropriate standard of behavior.

**Cell Phone Rule**

During any competition, all cell phones must be turned off. This rule is one of many that is read prior to the start of the oral rounds. Any student who leaves their cell phone on will be disqualified from the remainder of the competition.

Reminders are read to students at the start of the first oral round at each competition.

**Attachments:**

- 2007-08 State KB Press Release
- State Advisory Meeting Minutes
- Number of teams advancing to state (by region)
- 2007-08 Participation Data
- 2008-09 Dates
- Junior High Round Robin Schedule
- Senior High Round Robin Schedule
- 2008-09 Knowledge Bowl Handbook
- 2008-09 Advisor Contact List