

S.P.F.L.
SOUTH

Moderator Handbook



Revised - Fall 2018

EXECUTIVE BOARD

The Southwestern Pennsylvania Forensics League-South is governed by a body composed of a representative from each school that has membership in the League. The officers act as information sources and policy enforcers for members. The terms of office are as follows:

- Director – One year, followed by a year as advisor to the new Director
- CoDirector – One year, followed by a year as Director
- Secretary – Two years

League Meetings

There will be a moderator's meeting held at the beginning of each year and as needed throughout the year.

REGISTRATION

- A) Registration Fees- The annual registration fee of \$125 covers all speech areas, including the Finals luncheon **ALL FEES MUST BE PAID PRIOR TO THE FIRST SCHEDULED TOURNAMENT IN ORDER TO BE ELIGIBLE FOR PARTICIPATION.** The Treasurer will contact the delinquent schools that have not made payment prior to the start of the first scheduled tournament. A school cannot participate in any Forensics or Debate tournament until the annual fee is paid in full.
- B) Events Registration – The registration of participants is the most vital segment of a meet. Therefore, it is extremely important that due dates are observed and that names are printed clearly on the registration form. The maximum number of students that can be sent to a tournament is 14, with no more than 4 in any one category. In the category of Multiple Reading, there is a limit of 2-5 students per entry. Duets are permitted. No more than two Multiple Reading groups per regular tournament and one in Finals. The Multiple Reading team counts as one participant. When a registration form is received with more than 14 students or more than 4 students in a category, the moderator will be consulted in order to modify the registration. Students may compete in only one category per tournament. If your school is not going to participate in a tournament, please notify one of the Board members. No school is permitted to register the day of the tournament.
- C) Change – It is understood that changes can happen after the registration form is mailed. Changes can be made the day of the tournament and can be made from one category to another. However, only substitutions in the same category can be made at Finals and All-Star tournaments.

NEW MODERATORS/NEW SCHOOLS

New schools may participate as observers for their first tournament.

HOSTING

All schools must participate once a year in at least one of the following ways:

1. Hosting a tournament
2. Co-Hosting a tournament
3. Host a Moderators/Scheduling meeting

New schools will not be required to perform these duties their first year. This exemption will be made for new schools.

SPEECH SELECTION

| | |
|-------------|-------------------------------------|
| DRAMA | EXTEMP |
| PROSE | IMPROMPTU |
| POETRY | MULTIPLE READING (3-5memeber teams) |
| DECLAMATION | |

Speeches for Forensics can be obtained through a local library, literature book, poetry book, or a public company (such as Edna Means Dramatic Company).

Speeches may be edited to meet time limits. A selection may only be used by a participant for one academic year. An introduction **MUST** accompany a speech in Drama, Declamation, and Multiple Reading. In Poetry, a “tie-in” must be made at the beginning of the presentation if more than one poem is being used. Selections must be published pieces. No original works will be allowed. The exception is Extemp and Impromptu.

MODIFIED

Modified categories have been added for participants with disabilities. Judges for these students will take into consideration the disabilities of the participants while judging. These students are to be registered under the code 80; they will be eligible for individual awards, but their scores will **NOT** count towards the team totals. Therefore, a school may register 14 students **PLUS** any modified participants.

Note : All Categories may have a contestants competing in a **MODIFIED** capacity with the exception of Multiple Reading

BALLOTS

Color coded ballots are used by judges to evaluate participants. Each ballot includes all of the requirements for the speech areas. A five point range is assigned to each of the six areas for evaluation. A judge should read the complete ballot before attempting to judge in ant area.

JUDGES

It is the moderator’s responsibility to see that their judges are properly trained. New judges must be trained by a moderator before participating in a tournament. At times, the League will provide training for judges. Moderators and judges are encouraged to attend these training workshops. Judges must be at least a Freshman in high school. Judges’ names must appear on registration forms for each tournament throughout the year. It is also the moderator’s responsibility to have the correct number of judges present at each meet. If a moderator has an insufficient number of

judges, it is suggested that another school be called by the moderator to fill the quota on the registration form.

The required number of judges is as follows:

| <u>STUDENTS</u> | <u>REGULAR MEET</u> | <u>FINALS MEET</u> |
|------------------------|--------------------------------|-------------------------------|
| 1-5 Students | 1 | 4 |
| 6-10 Students | 2 | 4 |
| 11-14 | 3 | N/A |

AWARDS

1. REGULAR TOURNAMENTS

Students are given ribbons based on the number of points they earn for their performance First, Second, and Third place awards are as follows:

| | |
|--------------|--------------|
| 28-30 points | First Place |
| 24-27 points | Second Place |
| 19-23 points | Third Place |

Each school accumulates points in the following manner:

A First place award earned by a student earns five team points

A Second place award earned by a student earns three team points

A Third Place award earned by a student earns one team point

Team Points are totaled for each round to determine the top 3 school winners. Certificates are awarded to second and third place winners and a trophy is awarded to the school that earns the highest cumulative score. This is known as the School/Team award.

2. FINALS TOURNAMENT

Round 1

Only students that have competed and received a first, second or third place award in any given tournament during the current school year may participate in the Finals Tournament. In the first round, there will be three judges per room. Each judge evaluates the student on a separate ballot. No communication should take place between the judges. The scores are calculated in the ballot room.

Scoring for Finals will be based on a points system. The same ballots will be used for the Finals tournament, however, the points earned from all three judges will be totaled for each participant. Individual awards will be determined by the following:

84-90 - first place

72-83 - second place

57-82 - third place

NOTE : Point values may be changed depending upon the number of judges available.

Team scores will be determined by totaling their participants' scores. The top five teams will be recognized and awarded trophies.

Round 2

Once first round scores are tabulated, the top scorer from each room in Prose, Poetry, Drama, Declamation, and Multiple Reading will advance to our All-Star round (all ties will advance, as well). Ballots will be used to evaluate the performances. However, points will not be assigned. Students in Impromptu and Extemporaneous categories will be scored and ranked according to their first round performances. They will be able to repeat their performances in the second round for an audience without being scored.

There will be two judges per room. After the students present their pieces, the judges will discuss the performances and rank them competitively (first place, second place, third, place, etc). These students will receive special awards/trophies.

Please note: Students in Impromptu and Extemporaneous categories will be scored and ranked according to their first round performances. They will be able to repeat their performances in the second round for an audience but will not be scored.

MARY FAHEY AWARD

This award was instituted in 2007, upon the retirement of Mrs. Mary Fahey, one of the SPFL's original creators. Moderators are responsible for choosing a winner from their respective schools. Award should be based on achievement, effort, leadership, perseverance, and enthusiasm. Moderators are to submit the names to the Awards Director prior to Finals. Awards will be presented at the Finals/All Stars Tournament