



OSAA / U.S. Bank / Les Schwab Tires
2010 SPEECH STATE CHAMPIONSHIPS
April 22-24, 2010
Western Oregon University, Monmouth, OR



February 2010

TO: 2010 District Directors
FROM: Mike Wallmark
SUBJECT: **2010 DISTRICT SPEECH TOURNAMENT PROCEDURES**

Thank you for agreeing to serve as the 2010 Director for your Speech District.

This memo is intended to assist you as you plan for your 2010 District Speech Tournament. Because district tournaments vary somewhat in format around the state, the following are general instructions. If you have specific questions, please feel free to contact me at 503.682.6722 x226, 1.888.838.6722 x226 (toll free), or mikew@osaa.org

Good luck, and thanks for all of your hard work!

SUGGESTED PRE-TOURNAMENT PLANNING-

Confirm the site and date of your tournament and inform district member schools.

Distribute District Tournament Registration Forms to all schools in your district eligible to participate in speech. A sample District Tournament Registration Form may be downloaded from the Speech page of the OSAA website.

Confirm that schools in your district are registered in speech with the OSAA. A list of **OSAA Speech Districts** is attached to the end of this memo. Schools that have an asterisk (*) next to their names on the list had not registered with the OSAA to participate in speech activities by the time I posted this information. However, non-registered schools may still become eligible to participate at the district tournament if they contact the OSAA and pay the \$75.00 speech activity fee prior to your district tournament. Questions about registration with the OSAA should be directed to OSAA Office Manager Jan Krause at jank@osaa.org.

Confirm District SOP (Standard Operating Procedures). If feasible, you may wish to schedule a meeting of the coaches in your district to confirm the policies for your district in cases not specifically covered by state rules. (For example, will you hold two preliminary rounds and a final if there is only one section of an event, will you have an open tab room, how will State Student Congress qualifiers be selected, etc.) There is probably already a policy that has been traditionally followed in your district, but it's to your advantage to make sure that the policy is agreed upon prior to the start of the tournament.

Review the District Tournament Rules. Those rules are included in the speech section of the OSAA Handbook available online on the Speech page of the OSAA website.

Obtain and duplicate all ballots and other materials needed for the District Tournament. Ballots may be downloaded from the Speech page of the OSAA website.

Manuscripts. As the cover letter in the sample District Registration Form explains, coaches need only to *have available* a copy of the manuscript (for district and state contestants in ADS, Expos, Oratory and Radio). *Manuscripts need not be collected at the district tournament.* However, if an issue arises and the district or state tournament director has occasion to request a manuscript, the manuscript must be available or the rules stipulate that the contestant shall be disqualified.

Additional State Speech Tournament Information. Please inform your district coaches that specific State Speech Tournament Information including **Coach Reminders, the State Tournament Schedule, a Western Oregon University Campus Map** and a **State Student Congress Review** are available on the Speech page of the OSAA website under the heading of "Speech Coach Information".

ACCESS TO DISTRICT SPEECH TOURNAMENT FORMS AND MATERIALS-

Samples of all of the forms and materials you will need to run your District Speech Tournament are available on the Speech page of the OSAA website: www.osaa.org. To access the materials, open the website, then click on "Speech" on the drop-down menu under "Activities" located on the blue horizontal strip near the top of the page.

- A link to the "Speech Rulebook" in which the **District Tournament Rules** are located is available on the Speech page.
- Links to the **2009-2010 Speech Ballots** are available on the Speech page.
- A link to a sample **District Registration Form** that may be sent to the schools in your district is located under "District Director Materials".
- The **District Tournament Report Form** on which you report your District results to the OSAA will be posted soon under "District Director Materials". **Deadline for submission to the OSAA is Monday, April 12, 2010.**

PROCESS FOR SUBMISSION OF DISTRICT TOURNAMENT RESULTS TO THE OSAA-

The **District Tournament Report Form** is an Excel form. (Those who have previously served as district director will notice that due to some "issues" we encountered with the On-Line Form we tried last year, we have returned to the "old" method of having you submit results on the Excel form as an email attachment!)

To use the Report Form, download the form and save it, then type your district results directly into the form. Please note that the Report Form includes separate sections for individual event results, debate and congress results and tournament judges information; click on the tabs at the bottom of the form to access the different sections. After you have entered the district results and saved them, please submit the form to me as an attachment to an email.

In order for the State Championship Committee to be able to pre-match Individual Events and set up the State Tournament at the workday prior to State, we must have complete information on all of your district's entries including selections/topics. Please be certain to provide all of the information requested.

2009-2010 OSAA SPEECH DISTRICTS 2/17/10

District #1/2

Canby
Forest Grove
McMinnville
Neah-Kah-Nie
Nestucca
Scappoose
Tillamook

District #3

Blanchet
Catholic
McKay
*North Salem
*Silverton
South Salem
Sprague
*West Salem
Woodburn

District #4

Central Linn
Corvallis
Crescent Valley
South Albany
West Albany

District #5

Churchill
North Eugene
Sheldon
Siuslaw
South Eugene
Willamette

District #6

Bandon
Brookings-
Harbor
Marshfield
North Bend
Roseburg

District #7/8

Ashland
North Medford
St. Mary's
South Medford

District #9

Ione
Hermiston
Pine Eagle
Vale

District #10

Beaverton
Southridge
Southwest
Christian
Sunset
Tigard
Tualatin

District #11

Clackamas
Lake Oswego
Lakeridge

Oregon City

Rex Putnam
West Linn

District #12

Centennial
Central Catholic
David Douglas
Gresham
Parkrose
Reynolds
Sam Barlow
Sandy

District #13

*Cleveland
Grant
*Lincoln
Madison
Wilson

District #14

Bend
Hood River
Valley
Mountain View
Redmond
Summit

District #15

Butte Falls
Eagle Point
*Grants Pass
*Hidden Valley
North Valley
Phoenix

District #16

Aloha
Century
Glencoe
Hillsboro
Liberty
Westview

<p>*If a school has an asterisk next to the school name, the \$75 activity fee for speech has not been paid to the OSAA for this year. The school may still participate at district if the fee is paid to the OSAA prior to the district tournament.</p>
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