

LAKE OSWEGO READS

PRESENTS

THE SPELLING BEE

With Life Lines

FEBRUARY 10, 2010

LAKEWOOD CENTER FOR THE ARTS

368 S. State St, Lake Oswego, OR

7PM

Registration

- Spelling Bee Individual/Team Registration Form, Practice Word List and Competition Manual may be obtained at the LakeOswegoReads.org website
- Return Registration Form by February 8, 2010 to the Library
- Spellers may participate in the Individual Division or Team Division. No participant shall be in both categories
- Teams may consist of 2-3 members
- There is no registration fee

Eligibility of Contestants

This competition is designed for high school students and adults who live or have a connection to Lake Oswego, or attend the local high schools.

Competition Manuals & Practice Word List

Manuals for Lake Oswego Reads Spelling Bee competition are available at www.LakeOswegoReads.org. Participants are to follow all of the guidelines as stated in this manual.

Dress Code

Comfortable and casual. Team attire encouraged.

Competition Rulings

All Lake Oswego Reads Spelling Bee competition coordinators, officials, and judges are aware of competition rules and regulations and are empowered to make decisions as needed. Any and all rulings or decisions made by coordinators, officials, or judges are final.

Schedule

Registration begins December 1, 2009 and closes February 8, 2010. Spelling Bee to take place at Lakewood Theatre, 368 S. State St, in Lake Oswego on Wednesday, February 10, 2010 at 7PM. Spellers should arrive by 6:30 and check-in at the Registration table in the lobby. No spellers will be allowed on stage after the Practice Round begins.

Questions

If you have any questions about the competition, please contact Cyndie Glazer at 503.675.2538

Spelling Bee Guidelines

Purpose

- To improve and advance the skills associated with good spelling habits
- To enhance development of poise and communication under pressure
- To expand vocabulary and encourage accurate word usage and pronunciation
- To provide an opportunity to meet and encourage spelling
- To build community and share our skills
- To have a rollicking good time

Awards

Prizes will be awarded to the winners of the Individual and Team Divisions.

Spelling Bee Event Procedure

Officials: Officiating the Spelling Bee will be the **Bee Master, Head Judge, Hangman Judge, Roundkeeper, and Arbitrator.** All five officials share responsibility for making decisions.

The Spelling Bee will take place in Four Acts

A practice round will be initiated by the Bee Master for both the Individual and Team categories. At this time the Life Lines will be explained to the spellers and audience. The Bee Master/Head Judge will also entertain questions from the participants at this time.

Act One: Consists of a preliminary **Team Spell-Off Bee** until only 5 teams remain. All Teams on stage will be given the same word to spell and write their version on materials provided, followed by an opportunity to spell word aloud. Bee Master/Head Judge will review each spelling and acknowledge if correct or misspelled. The written word is the official spelling presented.

Act Two: Consists of a preliminary **Individual Spell-Off Bee**. Participants will step up to a microphone to spell each word. Cycling through until no more than five (5) spellers remain.

Intermission

Act Three: Consists of the **Individual Final Spelling Bee** until winner declared.

Act Four: Consists of the **Team Final Spelling Bee** until a winner is declared. Format changes to each team spelling a unique word.

The winner is determined by having the last-team/individual-standing spell an additional new word correctly.

The Official Dictionary of the Lake Oswego Reads Spelling Bee is The Comprehensive Standard Dictionary of the English Language. This dictionary will serve as the final authority for word spelling and pronunciation.

- o If a word has two or more accepted spellings, any listing is accepted.
- o Some words on the list may not appear directly in the dictionary (plurals, possessives, etc.). Accepted rules for these words will apply.
- o Words shall be pronounced according to the diacritical markings in the dictionary.
- o The Bee Master/Head Judge shall select the definition or definitions that he gives. The Bee Master/Head Judge may give a fuller explanation of the meaning of the word to supplement the dictionary definition or definitions quoted.
- o Bee Master/Head Judge may also give the part of speech as well as alternative sentences if needed.

Life Lines

The use of Life Lines will be explained the night of the Spelling Bee. Life Lines are based on the "Who wants to be a millionaire?" show.

Spelling Procedure Individual Division Competition

The Bee Master will **pronounce the word**.

The participant may ask for any pronunciation, meaning, or sentence for clarification before spelling.

The participant will then **pronounce the word, spell the word slowly and distinctly, and pronounce the word again**.

The Head Judge will have the responsibility for stopping the speller if he/she fails to pronounce the word or if the speller pronounces the word incorrectly.

Spelling Procedure Team Division Competition

The Team must:

Decide amongst themselves how they are going to write their spelling of the word on materials provided. Several versions may be written, it is the team's responsibility to scratch through/erase the misspelled words, leaving only one version to be judged. The participants may ask for any pronunciation, meaning, or sentence for clarification before spelling.

The participant will then **pronounce the word, spell the word as written for all to see, and pronounce the word again.**

The written version of the word is the spelling being submitted to the Judges if speller says the wrong letter.

Timing for Individual and Team competition

The Individual and Team Speller shall have 30 seconds from the time he/she pronounces the word until he/she must begin spelling the word. If the participant does not begin spelling at the end of the 30-second period, he/she shall be reminded by the Bee Master, who will be informed by the Timekeeper.

Once the participant begins spelling the word he/she will have 30 seconds to complete the spelling of the word.

Retracing

Having started to spell a word, a speller may stop and start over, retracing the spelling from the beginning. However, in the retracing, **there can be no change of letters and their sequence from those first pronounced.**

If any letters and/or their sequence are changed in the respelling, the speller will be disqualified.

Individual Spell-off Bee Elimination

When a participant misspells a word, he/she immediately drops out of the contest. The next word is given to the next participant. Once the remaining participants total no more than five(5),the Spell-off Bee will cease and the five (5) finalists will advance to the Final Spelling Bee.

Team Spell-off Bee Elimination

When a Team misspells a word, they immediately drop out of the contest. This continues until only one (1) team from each set remains on stage. This team waits back stage until the subsequent rounds of teams are finished. The winning team of each round advances to the Final Spelling Bee.

Final Spelling Bee Elimination for Individual Division

When a participant misspells a word, he/she immediately drops out of the contest. The next word is given to the next participant. The winner is determined by having the last-individual-standing spell an additional new word correctly.

Final Spelling Bee Elimination for Team Division

Words are given to each team, one team at a time.

When a Team misspells a word, they immediately drop out of the contest. The next word is given to the next team. The winner is determined by having the last-team-standing spell an additional new word correctly.

For both individual and team procedures, if all spellers in a round misspell, then all spellers in that round are reinstated and the round begins again. It's been known to happen.

General Procedures

No talking will be allowed between participants and members of the audience once the practice round begins. If a participant receives assistance from anyone in the audience, he/she will be disqualified. The audience is also requested to remain seated until a break is offered in order to avoid confusion for the participant. Please silence your cell phones.

Protests

It is the responsibility of the Individual/Team to pose any question relating to the spelling of the word by requesting permission to approach the officials' table. This must be done before the Individual/Team would have been given their next word had they stayed in the spell-off. When only two spellers remain, a protest must be made immediately; this is, before the second speller has started to spell the word given him, or, if both have missed the same word, before the correct spelling is given the audience.

The Officials will have access to the word list, the official dictionary, the rules of the Bee and the Head Judge's record sheet. If the challenge cannot be resolved from one of the above resources, the Bee Master will call for a brief time-out to confer with the other officials. The Arbitrator will oversee the investigation of the question for clarification with the assistance of the other officials. The Arbitrator's decision shall be final.

Notes to The Bee Master

The Bee Master will remind the spectators of the following guidelines:

- There must be no talking or movement during the 'spelling' in the Bee. Anyone wishing to enter or leave the auditorium must do so between words being spelled
- Courteous actions towards others, evidencing sportsmanship, respect and graces are expected of spectators and contestants alike.
- The Bee Master will initiate the Bee with a practice round and explain the Life Lines.
- The Bee Master will address the speller and pronounce the word to be spelled
- The Bee Master will listen as the contestant spells and will kindly communicate whether the student can continue in the Bee. (Judges can confirm for his reference)
Example: *"That is correct" or, "I'm sorry, that is incorrect. The correct spelling is . . ."*
- The Bee Master/Head Judge will be prepared to give any re-pronunciation or definition to aid the speller's understanding of the word.
- The Bee Master/Head Judge may give an alternate sentence, root word, or the part of speech, if requested.
- The contestant must request all aid for the use of Life Lines. If the participant fails to do so, the Bee Master may remind the participant/team during the Bee.

Notes to the Head Judge

- The Head Judge represents the judging panel and talks to/assists the Bee Master.
- The Head Judge stops the speller if he/she does not pronounce the word, or if it is incorrectly pronounced. If the contestant fails to pronounce the word correctly, he may stop the speller and say, *"I'm sorry, you are mispronouncing the word. Please listen as we repeat the word. If you need the word further clarified, please ask."*
- The Head Judge will assist the Bee Master in any way possible to keep the Bee running efficiently, and in the elimination of contestants who misspell words.
- The Head Judge operates the stopwatch:
Time begins after the word is clarified (if requested), and the speller pronounces (or is advised to pronounce) the word. The contestant has 30 seconds to begin spelling. If he/she has not begun at the end of 30 seconds, the Head Judge may say *"Please begin spelling."* Start the stop watch immediately. If the contestant does not finish spelling the word in this 30-second time period, say, *"Time. I'm sorry, too much time has elapsed."*

Notes to the Hangman Judge

- The Hangman Judge is responsible for typing or writing down each letter as the contestant spells the word. This is necessary for the retracing rule and Life Lines.
- If the contestant stops spelling and starts over, you must check the letter sequence you wrote down and be certain that no changes were made.
- If the letter sequence is changed during the retracing, simply say to the judging

panel, *"I'm sorry, the letters were changed during retracing."* The Bee Master will then inform the contestant of his/her elimination from the Bee.

Notes to the Roundkeeper

- The Roundkeeper's first responsibility is to keep a record of the rounds.
- Have a flip chart or cards with a separate number on each sheet.
- Watch the order of contestants. When a contestant is ready to spell again, a round has been completed.
- Give careful attention to who begins each round, as it may change, due to elimination of the previous "first" contestant.
- As contestants are eliminated, record their name, participant number, round number, and reason for elimination (misspelling, time, retracing error, etc.).

Notes to the Arbitrator

- The Arbitrator resolves questions or conflicts regarding rules or procedures.
- The Arbitrator must pay very close attention to every aspect of the contestant's participation, as a protest could be filed at any time for many different reasons.
- The Arbitrator assists the Head Judge by looking up words in the dictionary for additional clarification when requested by the contestant.
- The Arbitrator will have access to the word list, the official dictionary, the rules of the Bee and the Head Judge's log sheet and the Hangman's Log. If the challenge cannot be resolved from one of the above resources, the Bee Master will call for a brief time-out to confer with the other officials.

Notes to the Participants

Have fun. Use your Life Lines. Years of crossword puzzles, Scrabble and other word games have been a joy for you. Now you can share that joy.