

ALABAMA INDEPENDENT SCHOOL ASSOCIATION

ACTIVITIES HANDBOOK

(Revised August, 2020)



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STATE BOARD PRESIDENT**

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AISA DISTRICTS

DISTRICT I

Meadowview Christian School
Patrician Academy
Pickens Academy
Russell Christian Academy
South Choctaw Academy
Southern Academy

DISTRICT II

Bayside Academy
Bright Beginnings Academy
Central Christian School
Cottage Hill Christian Academy
Faith Academy
Government Street Christian School
Lighthouse Baptist Academy
North Mobile Christian School
Prichard Preparatory School
Saint Paul's School
Snook Christian Academy
UMS-Wright Preparatory School

DISTRICT III

Clarke Prep School
Escambia Academy
Fort Dale Academy
Jackson Academy
Lowndes Academy
Monroe Academy
Morgan Academy
Sparta Academy
Wilcox Academy

DISTRICT IV

Abbeville Christian Academy
Crenshaw Christian Academy
Houston Academy
Northside Methodist Academy
Pike Liberal Arts School
The Lakeside School

DISTRICT V

Autauga Academy
Eastwood Christian School
Evangel Christian Academy
Hooper Academy
Saint James School
Success Unlimited Academy
The Montgomery Academy
Valiant Cross Academy

DISTRICT VI

Chambers Academy
Churchill Academy
Coosa Valley Academy
Edgewood Academy
Glenwood School
Lee-Scott Academy
Macon East Academy
Southern Preparatory Academy
Springwood School
The Oaks School

DISTRICT VII

Advent Episcopal School
Altamont School
Banks Academy
Bessemer Academy
Cahawba Christian School
Coosa Christian School
Cornerstone Christian School
Donoho School
Gathering Place Christian Academy
Heritage Christian Academy
Highlands School
Indian Springs School
McElwain Christian Academy
North River Christian Academy
Randolph School
Restoration Academy
Riverhill School
Rock City Preparatory Christian School (formerly Central Park)
Spring Valley School
Sumiton Christian School
The Capitol School
Tuscaloosa Academy
Tuscaloosa Christian School
Victory Christian School

PREFACE

The Alabama Independent School Association (AISA) has a strong commitment to a traditional, challenging, and enriching curriculum in each school accredited by the Association. Out of this commitment, this handbook was written, and because of a continuing focus on excellence, revisions of the publication are made regularly. This **Activities Handbook** revision describes activities and competitions focused on maximizing the cognitive development and creativity of AISA students. The self concept and relationship skills of students also improve through participation in the programs of the Association. Competitions and other activities described in the **Activities Handbook** are designed to involve students, from kindergarten through grade twelve, in enriching experiences.

INTRODUCTION

Each year the Alabama Independent School Association sponsors a variety of organized academic and fine arts events to recognize and reward student excellence in academic learning, creative activities, and noteworthy achievement. As a result of competing with their peers, AISA students have experiences that broaden their intellect, strengthen their thinking skills, foster their creativity, and help them mature as individuals.

This handbook outlines a formal operating procedure to be followed in the organization and administration of all AISA state academic and arts events. To maintain consistency, it is recommended that each school conduct its competitions in the same manner in order that school winners will be totally knowledgeable of what is expected of them when they advance to district and state competition.

The AISA Activities Committee, comprised of the executive and academic program directors and representatives from various schools, have worked diligently to develop a set of rules for each state academic event. Rules that can be understood and implemented correctly by those administering a particular event will result in a high degree of fairness for all of the participants.

The committee realizes that situations may arise prior to or during an event that are not totally covered or clearly defined in this Activities Handbook. If this should occur, the officials responsible for administering that particular event are requested to make every effort to resolve the problems in a professional manner. **Host coordinators, heads of school and host schools are in charge of the district competitions. All district and state results are final. All problems and issues should be resolved at that level (district or state). Host coordinators should be veteran teachers with firsthand knowledge of the event that they will serve as the host coordinator of a district academic competition.**

Judges should be selected with care. Judges should be experts in the field being judged if possible. No connection should exist between a judge and the host school and/or students whose work is being judged.

GENERAL INFORMATION

A. The AISA believes that its annual academic and arts events and activities serve a three-fold purpose for all member schools. Benefits include the following:

1. Provide an enriching experience for each participant
2. Add a special and important dimension to the curriculum
3. Build closer relationships between the faculty and students.

However, it is also felt that to achieve these purposes, it is the responsibility of each administrator, district subject coordinator, and the AISA to insure that each event is well organized and administered. Only by accomplishing this at each level of competition will students truly benefit from having participated in this phase of AISA educational programs.

B. LOCAL SCHOOL COMPETITION

Each administrator is responsible for appointing one or more faculty members to organize and conduct each of the AISA events the school plans to enter during the school year. Awards for student efforts are left to the discretion of the school. It is recommended that selected faculty member(s) plan to guide school winners as far as the students' capabilities will take them. This will give those students a sense of security, as well as the professional support they need in order to achieve at the highest possible level.

C. DISTRICT COMPETITION

Each year it is the responsibility of the elected district administrator to select the academic subject coordinators, the host schools, dates, and times for all academic events, in coordination with the school administrators in the district.

1. The district host for each academic event is responsible for the following:
 - a. Organize the event; obtain the judges and awards for the competition.
 - b. Follow AISA operating policies and procedures for each event in order to maintain consistency and avoid possible confusion at state level.
 - c. Ensure that the date of each district event is at least one week prior to state competition (see yearly AISA calendar).
 - d. At least thirty days prior to each event, send each school an information sheet showing faculty member in charge, details, and possible requirements. If for any reason the district host desires to deviate from handbook procedures, the AISA office should be advised by phone prior to the competition.

- e. Host schools should consider a workshop, especially for art and science, prior to the district events. The AISA feels that a work session would help work out final details and reduce problems at the event.
- f. District host schools should require that all individual school entries be accompanied by a faculty member. Also, parents and the president of each school's parent organization should be encouraged to attend.
- g. Each school in the district must pay district academic fees which will be used to pay for judges and awards. Awards are given to 1st place state winners.
- h. Judges should be selected with care. Judges should be experts in the field being judged if possible. No connection should exist between a judge and the host school and/or students whose work is being judged. The state office has found that local colleges are most eager to help, as are retired teachers. As at the state level, judges will be in complete control of selecting winners, and **their decisions will be final.**

D. STATE COMPETITION

1. The number of state entries from each district will be in accordance with handbook procedures for each event.
2. Sample entry forms are located in the handbook. Please submit the district winners for state competition on copies of the handbook forms. Forms should be FAXED or EMAILED (aisa@aisaonline.org) to the state office on the day of the district event.
3. Submitting entry forms to the AISA office is the responsibility of the member school hosting each district event. **District host schools are requested to FAX state entries to the AISA office instead of depending on mail service (as stated above).**
4. A faculty member from each school is to accompany the participants to all state events.
5. The AISA office will secure plaques and/or other awards, judges, and sites for all state events.
6. Each school will be notified of the time and location prior to the state event.
7. Judges are to be instructed that no contest will end in a tie for any one place. The judges are in complete control of selecting winners at all state events, and their decisions are final.

8. Host schools designated for state events are asked to furnish the facility and assist the AISA staff with the organization and administration of the event.

E. PROCEDURE FOR REVISING POLICIES AND/OR GUIDELINES

1. If a member of a school faculty wishes to suggest a change in any procedure in this publication, he/she should present the recommendation to the Headmaster and other appropriate faculty members at the school for discussion and consideration.
2. If the school wishes to pursue the suggested revision, the specific recommendation should be submitted by the Headmaster in writing to the AISA Executive Director or Director of Academic Programs.
3. Serious consideration will be given to each suggestion by the Directors. A committee may be appointed to study the request and/or member schools may be asked for input before a decision is made.
4. **Reminder: Rules as printed in this revision will hold until revised and circulated to member schools.**

AISA STATE READING CONTEST

A. GENERAL INFORMATION AND RULES

1. Students in Grades 3-8 are eligible to compete in the AISA Reading Contest at the state level. Reading divisions are grades 3-5 and 6-8.
2. **The student from your school that read the most pages during the current school year may be submitted for the state contest. The state winner for each division will be determined by the number pages read this year.**
3. All books read should be on student grade level or above. This should be verified by the student's teacher or school librarian.
4. Each school should conduct its own contest to establish a winning entry from each division which will be sent to the AISA for the state competition.
5. School competition will be conducted according to the AISA state format and procedures.
6. **Teachers or school sponsors are responsible for verifying that all books were read by the students submitted.**
7. **Entries which fail to comply with the rules will be disqualified.**
8. Entries must be in the AISA office according to the date set on the AISA Calendar of Events. Winners will be notified by the AISA office and posted on the AISA website.

B. AWARDS

1. A gold medal will be presented for first place in each division.
2. A silver medal will be awarded for 2nd place in each division.

**ALABAMA INDEPENDENT SCHOOL ASSOCIATION
READING CONTEST**

STATE ENTRY FORM

Entries must be EMAILED (aisa@aisaonline.org) to the AISA office according to the date set on the AISA Calendar of Events.

Each school will send the first place winner for each division grades 3-5 and grades 6-8.

SCHOOL _____

Grades 3-5

Student's Name _____

Total Pages Read: _____

Teacher/Sponsor _____ **Date** _____

Head of School: _____ **Date** _____

Grades 6-8

Student's Name _____

Total Pages Read: _____

Teacher/Sponsor _____ **Date** _____

Head of School: _____ **Date** _____

*** You must list all of the books read, the author and the number of pages for each book on the form provided.**

AISA CREATIVE WRITING CONTEST

A. GENERAL INFORMATION AND RULES

1. Students in Grades 3-12 are eligible to compete in the AISA Creative Writing Contest at the state level. Writing divisions are grades 3-5, grades 6-8, and grades 9-12.
2. Each school may conduct its own contest to establish a winning entry from each division which will be sent to the AISA for the state competition.
3. School competition will be conducted according to the AISA state format and procedures.
4. A new topic or theme will be posted on the AISA website to give the student some direction and/or guidance. It is not an opening line and not required to be included in the student's work.
5. Entries must be handwritten, 250 words or fewer. Word count should be posted at the end of the entry.
6. Entries must be of good taste and not contain profanity or violent material.
7. **No** student or school names should appear anywhere on the entry. This information should be listed on the entry form provided. This form must be signed by the teacher or school sponsor. Entries will not be returned to the schools.
8. Entries which fail to comply with the rules will be disqualified.
9. Entries must be submitted to the AISA office according to the due date posted on the website. Winners will be notified by the AISA and posted on the website.
10. Judging will be based on the following criteria:
 - a. Creativity - 50%
 - b. Spelling and Grammar - 25%
 - c. Content - 25%Judging forms are worksheets for the judge's use only.

B. Awards

1. A gold medal will be presented for first place in each division.
2. A silver medal will be awarded for 2nd place in each division.

ALABAMA INDEPENDENT SCHOOL ASSOCIATION

**CREATIVE WRITING CONTEST
STATE ENTRY FORM**

Entry must be EMAILED (aisa@aisaonline.org) in the AISA office by the deadline as posted on the AISA Calendar of Events.

Each school will send the first place winner for each division grades 3-5, grades 6-8, and grades 9-12.

SCHOOL _____

Grades 3-5

Student's Name _____

Grades 6-8

Student's Name _____

Grades 9-12

Student's Name _____

Teacher/School Sponsor _____ **Date** _____

AISA ORATORICAL CONTEST

A. GENERAL INFORMATION

NOTE: FOR THE DISTRICT ORATORICAL CONTEST, DISTRICTS 2 & 3 WILL BE COMBINED AND DISTRICTS 5 & 6 WILL BE COMBINED AS ONE REGION CONTEST.

1. Students in Grades 9-12 are eligible to compete in the AISA Oratorical contests at district and state levels.
2. Each school may conduct its own competition on either an individual basis or as a classroom project. In either case, it must be supervised by a teacher of English, Speech, Social Studies, or Drama. The AISA encourages each school to require maximum participation in order to improve the communication skills of students in grades 9-12.
4. At both local and district levels, competition should be conducted in a location providing a quiet environment with quality acoustics. Every effort should be made to schedule the oratorical contest so that the school bell system does not interrupt a speech. This will allow each contestant the opportunity to concentrate on the topic without interruptions.
5. At district and state levels, judging should be done by two or three qualified instructors from local colleges or retired instructors. **They must be selected on an impartial basis and not associated with either the participating school or students. Judges will follow the state format for selecting the best speaker in each division.**
6. District competition will be conducted according to the AISA state format and procedures.
7. Schools may send only their first place winner and runner-up to the district competition. Each district will send only the first place winner and runner-up to the state competition. If the winner or runner-up for some reason (i.e., illness, family problems) cannot participate at the State level, the district can send the third place individual. However, it is the responsibility of the District Coordinator to notify the AISA office of the change **before** contest day.
8. District winners and runner-ups should be accompanied to the state contest by a salaried employee of the winner's school in each division. Parents are also encouraged to attend this competition.

9. District winners are reminded to be in proper attire for their presentations. Dresses, skirts and blouses, or suits are appropriate for the ladies; and boys will wear a shirt, tie, and coat with proper slacks or a suit.

B. ORATORICAL COMPETITION - STATE LEVEL

1. The AISA Oratorical Competition will be an Expository Speaking event. Expository Speaking is an informative speech. The AISA will provide a broad theme, or topic, from which the expository should be developed. The speaker should provide unique insights and explore interesting implications within the provided theme or topic. At its core, effective speeches provide new information or perspectives on a topic, including those that are widely known.
2. No more than 25% of the speech may use quoted material and all quoted material should be clearly marked on the manuscript and clearly stated in the speech.
3. A manuscript of the speech should be provided to the judges prior to the competition and it must include the following: Student's name, school name, speech title, date, text of the speech (with quotations clearly marked) and a bibliography. A bibliography should list all references used in preparing the speech. Bibliographic references shall include title, publication, author, date, and page numbers or proper web citation. APA or MLA format is acceptable.
4. Contestants will speak at least three minutes, but not more than seven minutes. Contestants failing to meet time limits will not be disqualified, but the judges may consider the violation in the final placement of contestants. After 8 minutes has expired the student will be signaled to conclude.
5. Contestants may not use note cards during competition; expository speeches should be memorized. A podium or lectern will be provided as the only prop for the contestants. No audio/visual aids are allowed.
6. During the competition, contestants will be a part of the audience, except when presenting. There will be no balcony seating for contestants and the audience is to remain quiet throughout the competition.
7. Contestants will stand facing the audience during their presentations.
8. Judging will be based on the following criteria:
 - a. **Delivery - 40%:** Judges will consider appearance, poise, voice variation, gestures, facial expressions, eye contact and time delivery. Contestants are reminded that the Oratorical Contest is a speaking contest, not a dramatic presentation.

- b. **Content - 40%:** Judges will consider originality, speech development (introduction, body, and conclusion), memorization and substance or content.
- c. **Overall Effectiveness - 20 %**
- d. The final placing is left to the **judges' total discretion** to place an overall evaluation on each presentation, considering all evaluation factors. Judging forms are worksheets for the judge's use only.

C. **AWARDS**

- 1. At both local and district levels, appropriate awards for first and second place should be given.
- 2. At state, medals will be presented to the 1st place and runner up.

ALABAMA INDEPENDENT SCHOOL ASSOCIATION

ORATORICAL CONTEST

STATE ENTRY FORM

Please EMAIL to aisa@aisaonline.org the state entry form on the day of the District Competition.

Each district will send the first place winner and the runner-up to the State Competition.

ADMINISTRATOR CHAIRPERSON

DISTRICT(S)

ORATORICAL CONTEST COORDINATOR

ORATORICAL CONTEST

DISTRICT/REGION FIRST PLACE WINNER

SCHOOL

DISTRICT/REGION RUNNER-UP

SCHOOL

PARTICIPATING SCHOOLS IN DISTRICT/REGION CONTEST:

ALABAMA INDEPENDENT SCHOOL ASSOCIATION

STATE ORATORICAL CONTEST

JUDGE'S WORKSHEET

CONTESTANT # _____

TOPIC: _____

DELIVERY - Appearance, Poise, Voice, Gestures, Eye Contact _____ (40%)

CONTENT - Originality, Speech Development (Introduction, Body, Conclusion), Content (Substance) _____ (40%)

OVERALL EFFECTIVENESS _____ (20%)

TOTAL SCORE _____

Special notes to judges:

1. The AISA Oratorical Contest is a speaking contest, not a contest that calls for dramatic intensity.
2. It is important for each speaker to address the assigned topic fully, but succinctly.
3. This Judge's Worksheet is provided to you as a guide to determine the 1st place and runner up.

Comments:

AISA STATE DRAMA FESTIVAL

A. GENERAL INFORMATION

1. This program consists of four categories of drama presentations: Solo Acting, Duet Acting, Ensemble, and Musical Drama.
2. There will be Region and State level contests for grades 7-12. Region level competition will follow the same format and rules as the State Competition. The seven AISA districts will be combined to create three regions for this level of competition as follows: [1 & 7], [4 & 6] and [2, 3 & 5]. Each region is responsible for selecting an event coordinator and a location for the competition.
3. Each school may conduct its own competition on an individual basis or as a classroom project. In either case, all local competition must be under the supervision of a faculty member(s).
4. Each school may send a maximum of one (1) entry (individual or representative team) in each category at the region level. Students may compete in more than one category. (Example: The same student may be the school's entry in Solo Acting and in Duet Acting and also be a member of the Ensemble.)
5. At each school, competition should be conducted under the same conditions as recommended for the AISA Oratorical Program; A.4., page 13. It is recommended that each school conduct its program of presentations according to the state format and procedures.
6. The criteria for the judges at the local and region level should also be the same as for the speech competition. At the state level, the judges will be selected from area college and university drama departments or from retired speech/drama teachers. It is advisable to obtain the services of at least one faculty member of a local college or university drama department to judge students at the local level.
7. The students selected from each school to compete at the region and state level should be accompanied by a full-time faculty member. Parents are encouraged to attend competition.
8. Schools may enter as many of the categories as they desire in the region competition. Registration to the region coordinator should be submitted **at least ten days prior to the scheduled day of the Region Competition**. Planning and scheduling will be facilitated by this time frame.

9. Appropriate dress for State and Region drama competition is comfortable, loose-fitting clothing that is in good taste. Clothing should not detract from attention being paid to the student's work. There should be no advertisements that are inappropriate.
10. State Competition entries will be limited to 1st, 2nd and 3rd place recipients from each category at the Region level. Immediately upon the completion on the District Competition, the event coordinator should submit the results to the AISA office.
11. Performer substitutions are permitted on a limited basis between the region and state level competitions in Ensemble, Musical and Duet performances so long as at least 50% of the original participants are the same and the quality of the performance will not be significantly altered due to the substitutions. Any substitution should be communicated to the AISA office prior to the event.

B. DRAMA PRESENTATION COMPETITION

1. At the state level, all junior and senior high students will be assigned an order of presentation.
2. Time schedule will be based on the number of entries for each category.
3. The categories for competition and time limits will be the following:
 - a. Solo Acting - Monologues - One (1) student will present a scene by presenting a monologue. (2-4 minutes)
 - b. Duet Acting - Two (2) students will present a scene. (4-7 minutes)
 - c. Ensemble Acting - More than two (2) students will present a skit or cutting from a play. (4-7 minutes)
 - d. Musical Drama - This is a short dramatic piece which includes and is enhanced by music. Vocals may have live or taped accompaniment. This is the only category that allows music (taped or live). (4-7 minutes)

Important Note: Time limit will be enforced. The presentation must terminate immediately, and the time problem will be considered by the judges; however, disqualification does not result. AISA encourages quality, not quantity, with the presentations.
4. The scenes selected may be humorous or dramatic. Contemporary, classical, or original material may be used.

5. Inappropriate language, content, or theme will result in the termination and disqualification of a presentation. Profanity, vulgarity, disrespect, slang, sexually-oriented themes, and simulated use of alcohol, drugs, or tobacco are examples of unacceptable material. Students are urged to choose appropriate material to avoid embarrassment to them, the teacher, and the school. **THE SIGNATURES OF THE ADMINISTRATOR AND DRAMA SPONSOR ON THE ENTRY FORM SIGNIFIES THAT THIS STANDARD HAS BEEN MET.** Note: The AISA staff member or Region Coordinator present at the event has the right to halt and disqualify an entry if the presentation fails to meet standards cited here.
6. As each student/group is called to compete, he/she will state the name of the selection, author of the material, the name of the character he/she is portraying and any necessary/BRIEF background information. At the end of the presentation, the student or group should introduce each member of the group.
7. Sets/props will be limited to no more than 3 chairs and a small table. Makeup, costuming, etc. will not be used. Remember, the judges are interested in evaluating the student's acting ability, not props, sets, etc.
8. Contestants will be allowed to watch all of the competitive events. However, courtesy dictates that the audience must remain quiet during all of the presentations.

C. AWARDS

1. At the state level, a plaque will be awarded to the first place winning entry in each category. Second place winners in each category will receive a smaller plaque. Judges must avoid awarding "ties" for 1st or 2nd places.
2. An "All State Cast" will be chosen. Medallions will be awarded to those selected as members of the All State Cast.
3. Best actor and actress will be chosen from the state competition and plaques will be awarded. Judges are requested to avoid awarding "ties" for the Best Actor and Best Actress Awards.
4. Judging forms are worksheets for the Judges' use only.

**AISA DRAMA PROGRAM
REGION ENTRY FORM**

Note: This form must be completed (with all requested information) and it must be received by the Region Coordinator **at least 10 days prior to the region competition**. You are encouraged to EMAIL the completed form.

School: _____

Administrator (Signature) _____

Faculty Representative Accompanying Group to Competition:

Drama Team Sponsor(Signature) _____

CATEGORIES
Entries

1. Solo Acting - (2-4 minutes)

Student: _____

Title of Presentation _____

Time (minutes and seconds) _____

2. Duet Acting - (4-7 minutes)

Students: _____

Title of Presentation _____

Time (minutes and seconds) _____

3. Ensemble - (4-7 minutes)

Students: _____

Title of Presentation _____

Time (minutes and seconds) _____

4. Musical Drama - (4-7 minutes)

Students: _____

Title of Presentation _____

Time (minutes and seconds) _____

**AISA STATE DRAMA PROGRAM
STATE ENTRY FORM (1/4)**

Note: This form must be completed (with all requested information) and it must be received at the AISA office immediately following the region competition. You are encouraged to EMAIL the completed form to AISA at aisa@aisaonline.org.

Region Drama Coordinator

CATEGORIES
Entries

1. Solo Acting - (2-4 minutes)

School: _____ Student: _____

Title of Presentation _____

Time (minutes and seconds) _____

2. Solo Acting - (2-4 minutes)

School: _____ Student: _____

Title of Presentation _____

Time (minutes and seconds) _____

3. Solo Acting - (2-4 minutes)

School: _____ Student: _____

Title of Presentation _____

Time (minutes and seconds) _____

1. Duet Acting - (4-7 minutes)

School: _____

Students: _____

Title of Presentation _____

Time (minutes and seconds) _____

2. Duet Acting - (4-7 minutes)

School: _____

Students: _____

Title of Presentation _____

Time (minutes and seconds) _____

3. Duet Acting - (4-7 minutes)

School: _____

Students: _____

Title of Presentation _____

Time (minutes and seconds) _____

**AISA STATE DRAMA PROGRAM
STATE ENTRY FORM (2/4)**

Note: This form must be completed (with all requested information) and it must be received at the AISA office **immediately following the region competition** You are encouraged to EMAIL the completed form to AISA at aisa@aisaonline.org.

Region Drama Coordinator _____

CATEGORIES
Entries

1. Ensemble - (4-7 minutes)

School: _____

Students: _____

Title of Presentation _____

Time (minutes and seconds) _____

2. Ensemble - (4-7 minutes)

School: _____

Students: _____

Title of Presentation _____

Time (minutes and seconds) _____

3. Ensemble - (4-7 minutes)

School: _____

Students: _____

Title of Presentation _____

Time (minutes and seconds) _____

**AISA STATE DRAMA PROGRAM
STATE ENTRY FORM (3/4)**

Note: This form must be completed (with all requested information) and it must be received at the AISA office **immediately following the region competition** You are encouraged to EMAIL the completed form to AISA at aisa@aisaonline.org.

Region Drama Coordinator _____

CATEGORIES
Entries

1. Musical Drama - (4-7 minutes)

School: _____

Students: _____

Title of Presentation _____

Time (minutes and seconds) _____

2. Musical Drama - (4-7 minutes)

School: _____

Students: _____

Title of Presentation _____

Time (minutes and seconds) _____

3. Musical Drama - (4-7 minutes)

School: _____

Students: _____

Title of Presentation _____

Time (minutes and seconds) _____

**AISA
DRAMA
JUDGE'S SCORE WORKSHEET**

Judge # _____

Category: Circle One: Solo (2-4 min)
 Duet (4-7 min)
 Ensemble (4-7 min)
 Musical Drama (4-7 min)

Entry # _____

Title of Presentation: _____

RATING SCALE

Factors and Possible Points	Points Earned
1. Voice/Delivery (20 possible points with a maximum of 10 per sub-heading) A. Volume _____ B. Articulation _____ Notes: _____ _____	_____ (out of 20)
2. Body Language/Gestures (20 possible points) Notes: _____ _____	_____ (out of 20)
3. Sensitivity/Appropriateness of Interpretation (20 possible points) Notes: _____ _____	_____ (out of 20)
4. Characterization (15 possible points) Notes: _____ _____	_____ (out of 15)
5. Rate/Pacing/Adequacy of Preparation (15 possible points) Notes: _____ _____	_____ (out of 15)
6. Appropriateness of Material (10 possible points) Notes: _____ _____	_____ (out of 10)

Additional Notes: _____

Total
Points
Earned _____
 (out of 100)

AISA STATE SPELLING BEE

A. GENERAL INFORMATION

1. Students competing in the AISA District and State Spelling Bee must qualify under two basic requirements:
 - a. They cannot compete at the same grade level for two consecutive years.
 - b. They must not have passed beyond the grade in which they are competing at the time of their district finals.

2. Each district will send up to 5 winners to the State Competition:

One from the 4th grade
One from the 5th grade
One from the 6th grade
One from the 7th grade
One from the 8th grade

Note: The State entry form must be sent (emailed, aisa@aisaonline.org) to the AISA on the day of the District Spelling Bee.

3. At each level (local, district, and state), contests will be conducted in oral spelling. In preparation for the classroom elimination, teachers may use a combination of written and oral spelling. But beginning with the school contest, the AISA recommends ORAL SPELLING ONLY. District and state contests will be conducted orally, with elimination on "miss-and-out" basis in the traditional Spelling Bee manner.
4. At local and district levels, Spelling Bee contests should be held in an area conducive to concentration. A regular classroom or a library with a no-entry sign on the door is recommended. It would be most helpful to the participants if the contests could be conducted at times when the school bell will not cause interruptions.
5. At each level contestants will draw for order of competition immediately prior to the start of the contest.
6. Each school should bring a copy of the official rules of the Spelling Bee. The words are presented in the AISA Word List Supplement in an abbreviated format that is helpful to students who are preparing for competition (school, district, or state). The AISA Word List can be ordered from the AISA office.

7. Each school representative bringing a student to the district or state contest should be thoroughly familiar with all rules, especially the rule regarding **protests**.

Any school representative has not only the **RIGHT**, but the **DUTY**, to attempt to correct anything which appears to be wrong or about which there is a question, even if it turns out to be right. Such correction or protest, however, must be done according to **Rule B-13**.

8. At district and state levels, school representatives should familiarize themselves with the rules prior to starting competition and ask questions in the presence of the coordinator and judges, if necessary.
9. At each level, at least two judges and a pronouncer are required. These individuals must be selected on an impartial basis and must not be associated with either participating students or schools. They will be in complete control of the Spelling Bee at each level and their decisions will be final on all questions and/or protests. It is recommended that the individual selected as "pronouncer" be given a copy of the current Hexco's AISA Word List Organizer at least one month prior to the district contest. This will allow the pronouncer ample time to identify the list of words to be used for the contest and become familiar with same.
10. In district and state competition, words will be taken from the current year practice speller, AISA Word List Supplement. A list of words chosen at random will be prepared before the contest from the practice speller. These words will be pronounced in a pre-planned sequence and will not be in alphabetical order. The order for calling words in AISA Spelling Bees (District and State) will follow the plan established by Hexco's AISA Word List Organizer. Each topical list is divided into three approximately equal parts: **Novice Words** (beginning); **Junior Varsity Words** (intermediate); and **Varsity Words** (advanced).
 - a. In grades 4, 5, and 6, contest words will consist of five rounds of **Novice Words**, ten rounds of **Junior Varsity Words**, and then, **Varsity Words**. Note: Each round starts with participant number one and is over when the pronouncer returns to participant number one.
 - b. In grades 7 and 8, contest words will consist of two rounds of **Novice Words**, five rounds of **Junior Varsity Words**, and then, **Varsity Words**.
11. At each level the contestants will be allowed one practice or "ice-breaker" round. Each contestant will be given two basic words to spell, and then the pronouncer will move to the next contestant. Once the practice round is completed the official contest will begin. Each round starts with participant number one and is over when the pronouncer returns to participant number one.

12. Contestants should stand facing the pronouncer and judges. Once a contestant is eliminated, he/she will sit down.

13. Ordering Information:

AISA Word List Supplement

AISA

Phone: 1-334-223-2207

Email: aisa@aisaonline.org

14. The AISA State Spelling Bee has no connection with county and state contests; however, a student from an AISA school may enter the county contest. To be eligible for the State and National Championship through the county competition, the student must contact the local county officials in charge of the program.

B. STATE RULES AND PROCEDURES

1. To be consistent with AISA rules and procedures at the state level, it is recommended that the local and district spelling bee competition be conducted according to the same format.
2. Words shall be pronounced according to the diacritical markings in Webster's Third New International Dictionary (this will be the final authority in the District and State finals) and/or Hexco's AISA Word List Organizer, from which in every case the pronouncer shall select the definition or definitions that he/she gives. With the approval of the judges, he/she may give a fuller explanation of the meaning of the word to supplement the dictionary definition or definitions quoted.
3. In competition, after the pronouncer gives the contestants a word, the contestant may pronounce the word before spelling, after spelling, or if he/she chooses, not at all. However, it is recommended that the contestant pronounce the word both BEFORE and AFTER spelling. This will leave no doubt that the contestant understands the word.
4. The contestant may request the pronouncer to re-pronounce the word, define it, or use it in a sentence. The pronouncer shall grant the request until the judges agree that the word has been made reasonably clear to the contestant. **JUDGES MAY DISQUALIFY A CONTESTANT WHO IGNORES A REQUEST TO START SPELLING.**
5. Having started to spell a word, a contestant shall not be permitted to change letters already pronounced. He/she may retrace from the beginning of the word, provided letters and their sequence are not changed in retracing. If there is any change in the original letters and/or their sequence, the speller will be disqualified.

6. Upon the missing of a word, the contestant immediately drops out of the contest. The next word on the pronouncer's list is then given to the next contestant.
7. If none of the contestants remaining in the Bee at the start of a round spells a word correctly during the round, all shall remain in the competition.
8. Webster's Third New International Dictionary shall serve as the final authority for the spelling of words in the District and State finals. If a word has two or more accepted spellings, only the spelling(s) set in boldface type and separated by the word or, and in some cases the word **also**, at the beginning of the descriptive matter will be accepted as correct. Words having the labels archaic and obsolete (abbreviated obs) and regional labels (like North, Midland, South, Brit(ish), Irish) will not be accepted as correct.
9. When a contestant is given a homonym and the homonym is properly defined, he/she must correctly spell the word defined. If, however, the pronouncer fails to give a definition of a homonym, the spelling of either word shall be accepted as correct.
10. When the contestants are reduced to two, the elimination procedure changes. At that point, when one contestant misspells a word, the other contestant shall be given an opportunity to spell that same word. If the second contestant spells that word correctly, plus the next word on the pronouncer's list, then the second contestant shall be declared the champion.
11. If one of the last two spellers misses and the other, after correcting the error, misspells the new word submitted to him/her, the misspelled new word shall be referred to the first speller. If the first speller succeeds in correcting the error and correctly spells the next word on the pronouncer's list, then he/she shall be declared the champion.
12. If both spellers misspell the same word, both shall continue in the contest, and the one who first misspelled the word shall be given a new word to spell. The contest shall continue under Rules 10 and 11.

Winner must spell a misspelled word and a new word!

13. Any question relating to the spelling of a word should be referred to the judges immediately. The deadline for making a protest is before the contestant affected would have received his next word had he/she stayed in the contest. **NO PROTEST WILL BE ENTERTAINED AFTER THAT WORD HAS BEEN GIVEN TO ANOTHER SPELLER.** When only two spellers remain, a protest must be made immediately, that is, before the second speller has started to spell the word given him/her, or if both have missed the same word, before the correct spelling is given to the audience.

Note: Only the school's representative seated in the designated area may protest.

14. If a protest should be voiced, the contest shall be halted until such a protest has been cleared up. If, because of a protest, it should be found that a contestant, having been told he/she missed a word, shall be found to have been correct, that contestant shall be permitted to continue in the contest. But, if it is found after the protest that a word was misspelled as originally stated, the contestant must drop out of the contest. The decision of the judges on any point, however, **SHALL BE FINAL**. No contest, for any reason, once it has been held and a champion selected, can be held over.

C. **TIE BREAKER PROCEDURES**

If two or more contestants at any grade level tie for five consecutive rounds (words), then the following procedure is used one time (only). The pronouncer will start over with five rounds of **Junior Varsity Words** that have not been used at this grade level.

If a tie still exists, then **Varsity Words** will be called until a winner is declared. Local and District Spelling Bees are urged to follow the same procedure.

D. **AWARDS**

1. At district level, it is recommended that the winner and runner-up at each grade level receive appropriate awards.
2. At state level, the state champion and runner-up at each grade level will receive medals.

AISA STATE SPELLING BEE

ENTRY FORM

(District Coordinator is expected to EMAIL - aisa@aisaonline.org this form to the AISA office on the day of the District Spelling Bee.)

DISTRICT

ADMINISTRATOR

SUBJECT AREA COORDINATOR

4TH GRADE WINNER

SCHOOL

5TH GRADE WINNER

SCHOOL

6TH GRADE WINNER

SCHOOL

7TH GRADE WINNER

SCHOOL

8TH GRADE WINNER

SCHOOL

PARTICIPATING SCHOOLS OF THE DISTRICT SPELLING BEE:

- | | |
|------------------|------------------|
| 1. _____ | 2. _____ |
| 3. _____ | 4. _____ |
| 5. _____ | 6. _____ |
| 7. _____ | 8. _____ |
| 9. _____ | 10. _____ |
| 11. _____ | 12. _____ |
| 13. _____ | 14. _____ |

AISA STATE MATH CONTEST

A. GENERAL INFORMATION

1. Students in Grades 9-12 are eligible to compete in the high school state contest. Students in Grades 6-8 are eligible to compete in the middle school state contest.
2. Each district may enter its winning school team and the highest individual scorer who is not a member of the winning team. There are no team member substitutions from the district to the state level. If only four team members compete at the district level, a school team may add the 5th member for state. Five (5) team members take the written test, but only the top four (4) scores are counted. Four team members will be selected by the teacher sponsor to compete in the ciphering contest.
3. The contest is comprised of two parts: written exam and ciphering.
No Ciphering for middle school contest.
4. The contest will begin on time. Event coordinator reserves the right to deny testing to late arrivals.
5. Students are expected to bring two (2) number 2 pencils to the contest. Calculators may be used in the written math contest for high school only. (**Note:** Calculators cannot be shared during the competition.) The calculators must be of the small, hand held, battery or solar powered type. Calculators acceptable for use on the ACT are acceptable for use in the math contest. Four function, scientific, or graphing calculators are acceptable if they have none of the features listed below. **No calculators may be used for middle school contest.** You may NOT use a calculator that has any of the following features:
 - a. pocket organizers
 - b. handheld or laptop computers
 - c. electronic wiring pads or pen-input devices
 - d. models with QWERTY (typewriter) keypad
 - e. models with paper tapes
 - f. models that make noise
 - g. models that can communicate (transfer data or information) wirelessly with other calculators
 - h. models that require a power cord.

B. INSTRUCTIONS FOR TEST MAKER(S)

1. List all acceptable answers for each question on the key.
2. Write questions so that units of measure must be used.

3. Write questions so that no "set braces" are needed. Example: Find solution or solve . . .

C. STATE AND DISTRICT TESTS

1. The AISA will provide each district host school with a copy of the written exam, key, copy of ciphering questions, and answers.
2. The AISA will provide all of the testing material for the State AISA Math Contest.

D. ADMINISTRATIVE PROCEDURES

1. Written exam: The written exam will consist of fifty (50) multiple choice items. **There will be a ninety minute time limit.** Participants will be assigned a number by the administrator, and only the number will appear on the answer sheet (not the participant's name). The written test will be given and scored prior to the ciphering.
2. Ciphering: These questions will be supplied by the AISA. Each team member will participate in the order selected by the team sponsor. Each question will have a 90 second time limit. Only school teams compete in ciphering.
3. Prior to the beginning of the competition, each participant will be given four (4) or more sheets of paper on which to record his/her name and district. These sheets are to be used to record the circled answers. All ciphering questions must be answered specifically; nothing can be left to assumption. The answers must be given in correct measure as specified by the question.
4. Answer keys: All answers on the prepared keys (written and ciphering) will be acceptable, unless an error is noted by the majority of the sponsors present. Problems will be handled and resolved professionally.

E. HIGH INDIVIDUAL SCORER

1. The person accumulating the most points on the written exam grade will be declared the high individual scorer.
2. Individual high scorers from each district and members of teams representing districts compete for this honor.
3. Tie Breaker: Questions will be randomly selected from the written test prior to taking the test. The randomly selected test questions will be compared, from least to greatest, until a winner is determined.

F. JUDGES

1. Sponsors from each district will serve as judges for administrative and scoring purposes.
2. Written examination: One or more judges will be present at all times during the written examination.
3. Cipherying examination (high school only): There will be one judge per participant to collect answer sheets and record the earned points on back. Judges will stand in back of participants and view the time keeper for possible point(s) award. The time keeper will have three fingers raised during the first 30 seconds, two fingers raised during the second 30 seconds (30 - 60 seconds) and one finger raised during the final 30 seconds of the allotted 90 second time frame.

G. SCORING

1. The written exam will count one (1) point for each question. There will be no penalty for wrong answers.
2. For the cipherying questions, scoring will be as follows:
 - a. Three points will be awarded for all correct answers turned in during the 1 - 30 second time period.
 - b. Two points will be awarded for all correct answers turned in during the 30 - 60 second time period.
 - c. One point will be awarded for all correct answers turned in during the 60 - 90 second time period.
3. Questionable cipherying answers will be discussed after the cipherying competition is completed. The cipherying scorekeeper will announce awarded points after each question.
4. Tie Breaker for Team Score: Highest total score of all five participants (number of total points earned by team) written exam (includes dropped 5th score).

H. AWARDS

Plaques will be awarded to the 1st and 2nd place teams and a medal to the high individual scorer.

**AISA STATE MATH CONTEST
ENTRY FORM**

(Please EMAIL-aisa@aisaonline.org to AISA office on the day of the District Contest.)

CIRCLE LEVEL OF CONTEST:
HIGH SCHOOL MATH **MIDDLE SCHOOL MATH**

_____ **DISTRICT**

_____ **HOST COORDINATOR**

(DISTRICT WINNER) SCHOOL: _____

School's Math Team Sponsor _____

TEAM MEMBERS:

- 1. _____ **Grade** _____
- 2. _____ **Grade** _____
- 3. _____ **Grade** _____
- 4. _____ **Grade** _____
- 5. _____ **Grade** _____

HIGH INDIVIDUAL SCORER: _____ **Grade** _____
(Who is not a member of the winning team.)

SCHOOL: _____

PARTICIPATING SCHOOLS OF THE DISTRICT MATH COMPETITION:

- 1. _____
- 2. _____
- 3. _____
- 4. _____
- 5. _____
- 6. _____
- 7. _____

AISA SCIENCE FAIR

A. GENERAL INFORMATION

1. Grade Divisions for competition
 - A. Elementary (3-6)
 - B. Junior High (7-8)
 - C. Senior High (9-12)

NOTE: FOR THE DISTRICT SCIENCE FAIR, DISTRICTS 1 & 2 WILL BE COMBINED AND DISTRICTS 5 & 7 WILL BE COMBINED AS ONE DISTRICT CONTEST.

2. AISA Science Fair Objectives:

AISA suggested objectives for each school and science student.

The purpose of the science fair is:

- a. To help students develop an appreciation for scientific discovery.
- b. To help students achieve the joy of discovery through the use of scientific methods.
- c. To give students the maximum latitude to exercise their own natural creativity and originality.
- d. To help students experience the discipline of tackling a worthwhile project and carrying it to a valid conclusion.
- e. To ensure that the students learn the scientific principles involved in their projects.
- f. To allow students to communicate their research in written form, and their valid conclusions in display and/or oral form.
- g. To better prepare the student to meet our technical environment as a college student and as an adult.
- h. To elevate our science curriculum to a higher learner level.
- i. To provide increased opportunities for community awareness of the school's academic standards and achievement.

AISA policy and procedures will be followed in organizing and operating all science fairs at the local, district, and state levels. This should eliminate problems at district and state and above all, assist students in doing their research, performing their experiments, and preparing their projects. There is a local and district option concerning the requirement of research papers at the local and district levels.

3. Member schools should conduct their own local fair as close to the scheduled date of their district fair as possible. Districts should hold their competition no later than one week prior to the State Fair. The specific date is given on the AISA State Calendar. Students should be encouraged to improve their projects between levels of competition.
4. Each district coordinator is required to complete the attached State entry form and EMAIL (aia@aisaonline.org) it to the AISA office on the day of the district fair. Entries by phone will not be accepted. It is recommended that districts follow the same policy with their schools.
5. Each project must be the work of the individual student. A student can enter only one project each year in AISA competition. Group projects are not authorized at any level.
6. Each student must plan and prepare his/her own project. A student is encouraged to seek advice, but not actual "hands on" assistance from teachers or professionally and/or technically trained individuals.
7. A research paper and a one page abstract must accompany each project entered in the state AISA Science Fair in grades 7-12. These documents are optional in grades 3-6 in local, district, and state competition. The research paper is optional in grades 7-12 at the local and district levels.
 - (A) The research paper should include the following:
 - (1) Title.
 - (2) Explanation of research procedures.
 - (3) A discussion of the problem and hypothesis investigated.
 - (4) A summary of related research (with documentation) and background information.
 - (5) A summary of the experimental research (experimentation) of the project.

- (6) Bibliography.
 - (7) All typed paper will be double spaced.
 - (B) The abstract is a one page summary (typewritten) of the project. The title, hypothesis, findings, and conclusion are summarized.
 - (C) The teacher is expected to ensure that the student has followed AISA rules in doing the project, writing the paper, and writing the abstract. However, the paper and abstract may be typed by someone else.
8. Projects must be confined to floor or table space not to exceed four feet from side to side and 36 inches front to back. Projects over 9 feet high, floor to top, will be disqualified, as well as those exceeding width and depth requirements. Students must provide their own tables.
 9. Projects must be self-supporting and durably constructed. Use of wall space for posters, charts, etc., is prohibited. Each participant is expected to supply the table for his/her project at the State Fair.
 10. All projects shall remain anonymous until after judging is completed. No names (student, teacher, or school) or other personal identification may appear on project or papers that are displayed. The required Science Fair Form statement must be placed on the back of the project.
 11. All wiring, switches, and metal parts that carry large electrical current or high voltage must be located out of reach of observers. Open knife switches or doorbell push buttons may not be used in 120 volt circuits. Electrical apparatus must be constructed according to standard electrical safety laws. If in doubt, consult a competent electrician.
 12. Specific guidelines related to display and safety regulations follow. These guidelines are followed at the International Science Fair, and they are essential for the protection of students, teachers, AISA schools, and the AISA organization. Students are encouraged to make pictures, do charts, construct graphs, and engage in many other scientific procedures as they collect and present data (without displaying bacteria, plants, water, dirt, chemicals, and/or other potentially dangerous components of exhibits).
 13. **DISPLAY AND SAFETY REGULATIONS**
 - (A) **UNACCEPTABLE FOR DISPLAY**
 - (1) living organisms (e.g., plants, animals, microbes)

- (2) dried plant materials
- (3) taxidermy specimens or parts
- (4) preserved vertebrate or invertebrate animals (includes embryos)
- (5) human or animal food
- (6) human/animal parts (Exceptions: teeth, hair, nails, dried animal bones, histological dry mount sections, and wet mount tissue slide)
- (7) soil or waste samples
- (8) chemicals, including water
- (9) poisons, drugs, controlled substances, hazardous substances or devices (i.e., firearms, weapons, ammunition, reloading devices)
- (10) dry ice or other sublimating solids (i.e., solids which vaporize to a gas without passing through a liquid phase)
- (11) sharp items (i.e., syringes, needles, pipettes)
- (12) flames or highly flammable display materials
- (13) empty tanks that previously contained combustible liquids or gases, UNLESS purged with carbon dioxide
- (14) batteries with open top cells
- (15) awards, medals, business cards, flags, etc.
- (16) hand-outs to judges must be limited to one page narratives related to the essentials of this year's project. Personal photographs, accomplishments, acknowledgments, addresses, and phone and fax numbers are not permitted.
- (17) photographs or other visual presentations depicting vertebrate animals in other-than-normal conditions (i.e., surgical techniques, dissection, necropsies, or other lab techniques)
- (18) If photographs are used to present data, NO faces of people can be shown. (If a person is in the photograph, the face must be covered in the exhibit.)

- (B) **ACCEPTABLE FOR DISPLAY ONLY** (cannot be operated)
 - (1) projects with unshielded belts, pulleys, chains, and moving parts with tension or pinch points
 - (2) class III and IV lasers
 - (3) any device requiring voltage over 120 volts

- (C) **ACCEPTABLE FOR DISPLAY AND OPERATION** (with restrictions)
 - (1) Class II lasers
 - (a) must be student-operated
 - (b) posted sign must read "Laser Radiation: Do Not Stare Into Beam"
 - (c) must have protective housing that prevents access to beam
 - (d) must be disconnected when not operating
 - (2) Large vacuum tubes or dangerous ray-generating devices must be properly shielded.
 - (3) Pressurized tanks that contained noncombustible may be allowed if properly secured.
 - (4) Any apparatus producing temperatures that will cause physical burns must be insulated adequately.
 - (5) High-voltage equipment must be shielded with a grounded metal box or cage to prevent accidental contact.
 - (6) High-voltage wiring, switches, and metal parts must have adequate insulation and overload safety factors, and must be inaccessible to others.
 - (7) Electric circuits for 120-volt AC must have a nine-foot (minimum) cord. The cord must have sufficient load-carrying capacity and be approved by Underwriters Laboratories.
 - (8) Electric connections in 120-volt circuits must be soldered or made with approved connectors. Connecting wires must be insulated. Voltage greater than 120 volts is not permitted.

- (9) Bare wire and exposed knife switches may be used only in circuits of 12 volts or less; otherwise, standard enclosed switches are required.

(D) **SIZE OF DISPLAY**

- (1) 91 cm (36 in) deep
- (2) 122 cm (48 in) wide
- (3) 274 cm (108 in) high including table

B. CATEGORIES

1. There will be two basic categories for all three grade division.
 - (A) Biological Sciences: To include Botany, Zoology, Health and medicine, Microbiology and Protists, Behavioral and Social Sciences, Taxonomy and Bio-chemistry.
 - (B) Physical Sciences: To include Physics, Engineering, Chemistry, Mathematics, Earth and Space Sciences, Computer Science, and Bio-chemistry.
2. For local and district level competition, a degree of flexibility may be exercised in the senior high division, but no other divisions. In the senior high division, the coordinator may desire to categorize entries in the specific areas of Math, Physics, and Chemistry. If those entries are then selected at district level for the State Fair, they must be properly relabeled either biological science project or physical science project, in accordance with AISA policy, regardless of how they are categorized at the local and district fairs.
3. All elementary and junior high projects must also be correctly categorized and labeled either biological science project or physical science project at the local level and not changed as they advance to district and state competition. Again, senior high projects need only to be properly categorized if they advance to the State Fair.
5. Each teacher who has students who enter the district science fair, and/or the state competition must work carefully with the students in determining the category/classification of projects. The district coordinator must follow the same procedure, because the following statement is to be attached to the back of each science project in state competition.
6. If this statement is attached, **projects will be judged in the state competition in the classification that the teacher and the district coordinator have approved.**

The following statement is to be completed and attached to the back of all projects in the State Science Fair.

AISA SCIENCE FAIR FORM

NAME: _____

SCHOOL: _____

PROJECT TITLE: _____

Nothing in the conduct of this display was unsafe or hazardous, nor is the display hazardous to others.

All AISA Display and Safety Regulations have been met.

The classification of this project as to level and category has been established by the student and approved by the teacher and the district science fair coordinator.

The basis for this classification is

Signature of Teacher: _____

Signature of Student: _____

Signature of Parent or Guardian: _____

C. STATE SCIENCE FAIR POLICY

1. AISA recommends that the district host schools follow state policy in conducting their fairs.
2. Each district will select the six (6) best projects (no more) from each grade division to go the State Fair. Each of the State Fair entries in elementary, junior high, and senior high should be labeled biological or physical science. (See Items A-4 and B-3.)
3. All projects must be set up and ready for judging by 10:00 a.m.

4. Students must be accompanied by a faculty member of their school. Parents are also encouraged to attend.
5. No one will be allowed in the exhibit area while judging is taking place except those students whose projects are being judged.
6. Each student with a project in the State Fair must be present and remain with the project if so requested by the judges.
7. Each participant must bring his/her own table, electrical cords, and all other equipment needed.
8. Each participant is responsible for removal of his/her project after the fair. No project may be removed from the fair until after the winners are announced.
9. The faculty member from each school must ensure that all projects from the school are removed at the end of the State Fair.

D. JUDGING CRITERIA

1. There should be a minimum of two judges at each level of competition, qualified in the field of either biological and/or physical sciences. Judges must not be associated with either the students or participating schools.
2. For judging purposes, it is helpful for the coordinator to brief the judges on the AISA policies and procedures for the science fair. The coordinator should also allow the judges time to become familiar with the projects prior to beginning the judging process.
3. Local schools and district host schools are reminded that quality professional judging is essential if the best and most qualified projects are to advance to the State Fair.
4. Projects in elementary, junior high, and senior high will be grouped in the following order for judging for each grade division:

Biological Science Projects

Physical Science Projects

5. Projects will be evaluated in the following manner:
 - a. Scientific Thought: 50% - Includes completeness; theory; analysis; synthesis; cause and effect; reasoning; reporting; conclusion

- b. Creative Ability: 30% - Includes originality; ingenuity; individuality; communication; expression
 - c. Technical Skill: 20%- Includes sturdiness; craftsmanship; neatness
6. A sample judging worksheet and a diagram for setting up a science fair are included at the end of this section. Judges' worksheets are for the judges' use only.

E. **AWARDS**

- 1. At local and district fairs there is no limit as to the number of awards that may be presented to contestants in each category and grade division.
- 2. The AISA recommends that each school give special recognition to the six best projects selected by the judges in each grade division. These six projects will advance to district competition. Subsequently, the district host school should follow the same procedure for their six entries in each grade division nominated for the State Fair.
- 3. Judges at local and district levels should be advised that their primary task is to select the six best projects in each grade division for advancement to the next level of competition. Judges' worksheets are for the judges' use only.
- 4. Districts are reminded that it is standard procedure for appropriate awards to be given to winners in each grade division. Plaques are presented at state.
- 5. At the State Fair, medals will be awarded to the first and second place projects in biological and physical sciences in the elementary, junior high, and senior high divisions.

SPECIAL NOTES:

- 1. **PROJECTS NOT IN TOTAL COMPLIANCE WITH AISA RULES AS STATED IN THIS ACADEMIC HANDBOOK WILL BE DISQUALIFIED.**
- 2. **All projects entering local, District, and State Science Fairs must include the AISA Science Fair Form. Teachers are to use the ISEF Handbook as a resource.**

**AISA STATE SCIENCE FAIR ENTRY FORM
(PLEASE TYPE OR PRINT CLEARLY)**

DISTRICT

ADMINISTRATOR

DISTRICT HOST SCHOOL

HOST INSTRUCTOR

Elementary Division (Grades 3-6)

Check One

Student's Name	School	Science Teacher	Bio	Phy
1.				
2.				
3.				
4.				
5.				
6.				

Junior High Division (Grades 7-8)

Check One

Student's Name	School	Science Teacher	Bio	Phy
1.				
2.				
3.				
4.				
5.				
6.				

Senior High Division (Grades 9-12)

Check One

Student's Name	School	Science Teacher	Bio	Phy
1.				
2.				
3.				
4.				
5.				
6.				

**AISA STATE SCIENCE FAIR
SAMPLE JUDGING WORKSHEETS**

Evaluation of projects will be based on the following criteria:

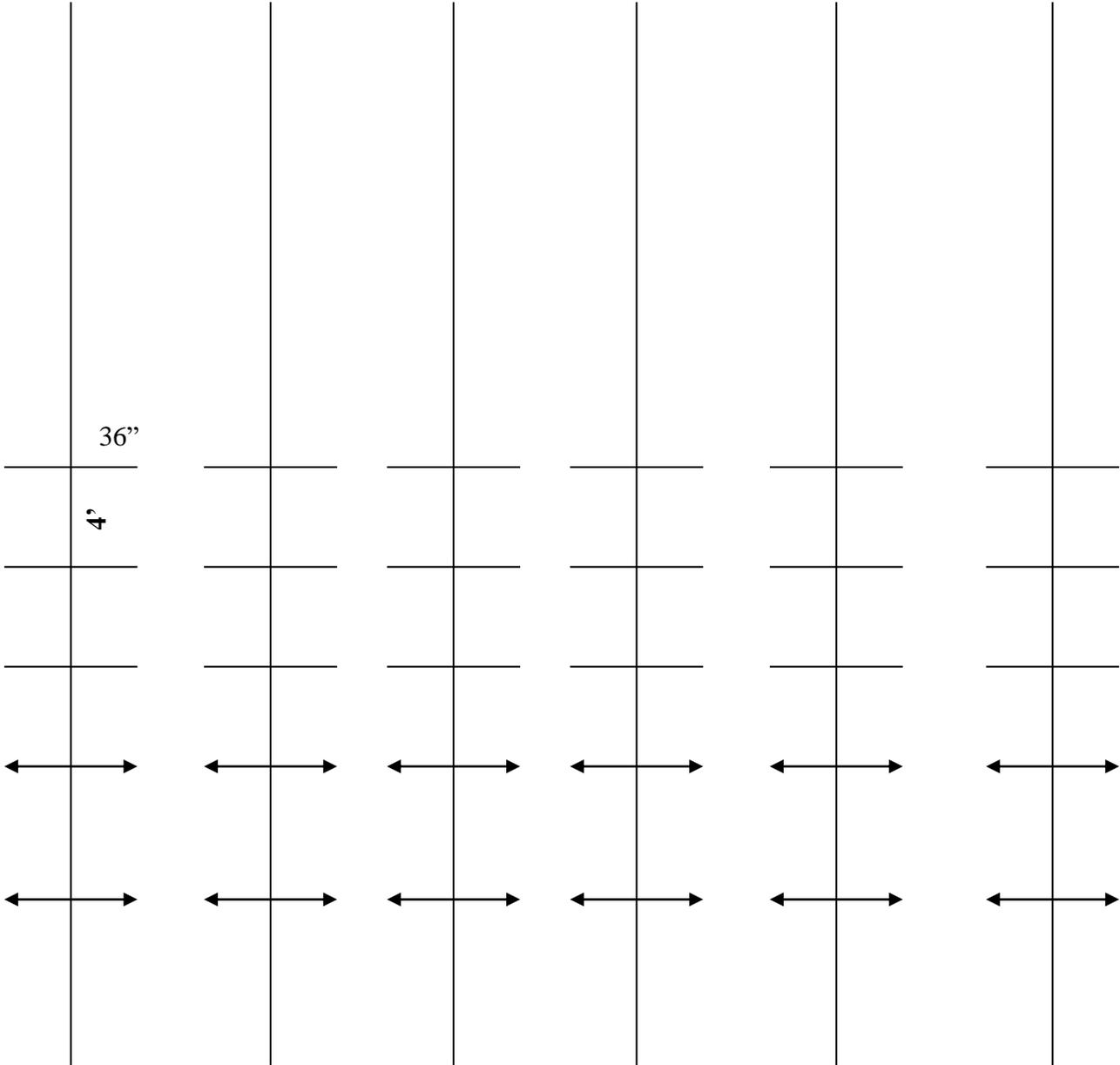
1. Scientific Thought - 50% - Completeness, Theory, Analysis, Synthesis, Cause and Effect, Reasoning, Reporting and Conclusion.
2. Creative Ability - 30% - Originality, Ingenuity, Individuality, Communication, and Expression.
3. Technical Skill - 20% - Sturdiness, Craftsmanship, and Neatness.

Project No. And/or Title	Grade Division	Biological Or Physical	Scientific Thought 50%	Creative Ability 30%	Technical Skill 20%	Total

SUGGESTED SCIENCE FAIR LAYOUT

(Note: Each square should be numbered and each project should be assigned to a number. This information should be recorded for reference purposes.)

MAXIMUM DIMENSIONS: 4' from left to right; 36" from front to back; and 9' floor to top.



AISA ELEMENTARY CHORAL FESTIVAL

A. GENERAL INFORMATION

1. There will be an annual Elementary Choral Festival inviting all members to attend.
 - a. A Coordinator will be selected annually for the Elementary Choral Festival.
 - b. The elementary choral group may include grades 1-6.
 - c. At the elementary choral festival, each choral group will select and perform two songs for a panel of three judges. Each group must bring three copies of each song with measures numbered for the judges. NOTE: Sight-reading will not be included in judging.
 - d. All AISA member schools' choral programs may participate; however, if a group received an overall rating of lower than "III" at the festival the previous year, the Headmaster must co-sign the application to signify that the group has been observed and is ready to represent the school at an acceptable level of performance.
 - e. When groups are in the formative stage or are having a "down year," the conductor is encouraged to participate "For Comments Only".
 - f. Festival fees will be reviewed and determined annually, based on current income and expenses.
2. **Minimum criteria for an AISA school's chorus to participate in the State Elementary Choral Festival follow:**
 - a. There must have been at least 15 hours of organized practice by the group during the school year prior to the AISA Choral Festival.
 - b. The group must be ready to perform from memory the two selections to be sung in the Festival.
3. Each elementary choral group will be graded by a panel of three judges selected by the Elementary Choral Festival Coordinator and approved by the AISA office.
4. Each director and elementary choral group will perform in uniforms (if available) or in "Sunday clothes."

5. Each of the six principles cited on the rating sheet is to be graded A, B, C, or D, and the final rating for a chorus is to be one of the following:

I - Superior
II - Excellent
III - Good

Judges sheets will be reviewed annually and changed as needed.

6. The elementary chorus fee is \$150.00 per choir entry and not per school. Fees are non-refundable 10 days prior to competition.

7. **PAYMENTS FOR ADJUDICATORS OF ELEMENTARY CHORAL FESTIVAL:**

Three judges will work with the Elementary Festival. Each will receive \$100.00 plus 50 cents per mile (round trip).

8. **PAYMENT FOR ELMENTARY CHORAL FESTIVAL COORDINATOR** is \$200.00. If the Coordinator incurs expenses, these will be paid from Music Fees.

11. **CHORAL AWARDS**—Each participating school will receive a plaque.

ELEMENTARY CHORAL FESTIVAL REGISTRATION

REMINDER: THIS REGISTRATION FORM AND APPROPRIATE MUSIC FEE, MADE PAYABLE TO AISA, IS TO BE SUBMITTED BY TO:

Alabama Independent School Association
Academic Programs Director
1763 Taliaferro Trail
Montgomery, AL 36117

FEE: Elementary Chorus \$150.00 per choral entry (Fees are non-refundable 10 days prior to competition.)

THIS FORM IS TO BE SENT TO THE AISA OFFICE ALONG WITH FESTIVAL FEE.

PARTICIPATING SCHOOL _____

ADDRESS _____

ELEMENTARY CHORAL DIRECTOR _____

ELEMENTARY CHORAL DIRECTOR'S EMAIL _____

ELEMENTARY PERFORMING GROUP

NAME OF THE GROUP _____ **NUMBER IN THE GROUP** _____

PERFORMANCE TIME REQUESTED:

(PLEASE INDICATE 1ST, 2ND, AND 3RD CHOICES. YOU WILL BE NOTIFIED OF YOUR PERFORMANCE TIME. TIMES WILL BE ASSIGNED ON A FIRST COME/FIRST SERVED BASIS.) **THE ACADEMIC DIRECTOR WILL DETERMINE THE PERFORMANCE ORDER.**

9:00 _____	10:45 _____	12:30 _____
9:15 _____	11:00 _____	12:45 _____
9:30 _____	11:15 _____	1:00 _____
9:45 _____	11:30 _____	1:15 _____
10:00 _____	11:45 _____	1:30 _____
10:15 _____	12:00 _____	
10:30 _____	12:15 _____	

REMINDER: EACH GROUP WILL BE SCORED ON THE TWO SELECTIONS IT PERFORMS FROM MEMORY. EACH GROUP WILL SUBMIT THREE COPIES OF THE SELECTIONS WITH EACH MEASURE BEING NUMBERED TO THE FESTIVAL CHAIRPERSON PRIOR TO THE FESTIVAL

**AISA Elementary Choral Festival
Judging Form**

School Name: _____ Time: _____

Composition #1/ Composer: _____

Composition #2/ Composer: _____

FACTORS EVALUATED	COMMENTS	SCORE (A, B, C, or D)
TONE and INTONATION		
TECHNIQUE a) Blend b) Balance c) Ensemble		
RHYTHM		
DICTION		
STAGE PRESENCE		
SELECTION a) Difficulty b) Appropriateness		

OVERALL SCORE: _____ (I, II, or III)

- I – Superior**
- II – Excellent**
- III – Good**

Judge: _____

AISA STATE SCHOLARS BOWL COMPETITION

In Partnership with Alabama Scholastic Competition Association (ASCA)

- 1. General Information:** Scholars bowl is a question and answer competition between two teams who are in grades 5-8 (for Middle School Contest) and 7-12 (for High School Contest). Students may “play-up” but “not down” (Ex. A 7th grade student may play on the High School team, but a 9th grade student may not play on the Middle School team) in AISA competition. **Note: Schools must be a member of ASCA to participate in the AISA District or State Scholars Bowl. For more information go to: <http://home.hiwaay.net/~asca/index.html>. ASCA rules should be consulted for ASCA competitions.**

a.) Round Robin style tournament will be used at the AISA district competition. If only two teams are competing, the winner is the best two (2) out of three (3).

b.) The State Competition will be played in a “Pool Play” style format based on seeding from the district competitions.

Pool 1: #1, #4, #5, #8

Pool 2: #2, #3, #6, #7

Each team will play round robin style format in their respective pools for three rounds. Once placement in the respective pools is determined, teams will compete against their corresponding placed team in the opposite pool. For example, 1st place team in Pool 1 will play 1st place team in Pool 2 for the championship, 2nd place team in Pool 1 will play 2nd place team in Pool 2 for 3rd place and so on.

Pool Play Tiebreaker: If two teams tie, the tie will be broken by the head to head matchup between the two teams. If three teams happen to tie, the first break will be determined by points per game (PPG) average and the tie between the remaining two teams will be broken by their head to head matchup.

- 2. Teams** shall consist of up to four players and two substitutes. Teams register their players prior to the beginning of each tournament. After play begins, these six shall not be changed for the duration of that tournament.
- 3. Rounds:** A round matches two teams who compete to answer a series of academic questions. Teams earn points for correct answers. Each team designates a captain before the round. Each team is entitled to one one-minute time-out per round. A time-out shall be called by either the coach or team captain. Teams may replace players with their substitutes at the beginning of a period or during a called time-out. Two halves and a worksheet comprise a round.

Period 1 Ten toss-ups, worth 10 points each, with bounce-back bonus questions worth 20 points collectively.

Period 2 A worksheet of 20 questions, worth five points each.

Period 3 Ten toss-ups, worth 10 points each, with bounce-back bonus questions worth 20 points collectively

Note: In the event worksheets are not available for competition from the question provider, competitions will only consist of two periods, which will follow the formats of Period 1 and Period 3 listed above.

4. **Officials:** The **moderator** reads the questions and enforces the rules. As head judge, he/she decides whether to recognize a player, whether the answer given is correct, when and how to re-read questions, and whether the answer was given in accordance with the rules. His/her decisions are final. The **timer** tracks the seconds after the moderator finishes reading a question. His/her sole responsibility is to call “time” when necessary. The **scorekeeper** accounts for players and substitutes, records points, and announces the tally after each period. *These officials may be combined as the moderator deems necessary and appropriate.*
5. **Room Procedures:** Teams shall report on time to their assigned rooms. If a team is not present within five minutes of the scheduled time, the moderator may declare a forfeit for that round. Pencils and paper shall be provided and should be left in the room at the end of each round. Other student aids or devices are prohibited.
6. **Observers:** Observers are expected to be quiet and not move around. They should not cheer or clap until the round is over. During play, observers may not use video cameras or other recording devices. Unruly observers may be removed.
7. **Toss-up Questions:**
 - a) On a toss-up, any player may press the button to answer a question. If a player who has successfully signaled (i.e. light is on) answers before being acknowledged in another way by the moderator, the activation of the player’s light shall be considered recognition in and of itself, and therefore, there will be no penalty. However, if a player who has NOT signaled answers the question, the answer shall be ignored, and the question shall be offered to the other team if said player is on the team of the officially “recognized” player.
 - b) At the conclusion of the reading of a toss-up question, contestants shall have five seconds to buzz (fifteen seconds for designated computation questions). If no player buzzes within that time, the moderator shall reveal the answer and continue to the next toss-up.
 - c) Once a player is recognized to answer a toss-up question, he/she must begin answering the question within three seconds. If the answer is incorrect or not given in time and the question was read in its entirety, the moderator shall offer the question to the other team. A player on that team must signal immediately (with the exception of

designated computation questions, in which case the remainder of the original fifteen seconds shall be allowed) else the moderator shall reveal the answer and continue to the next toss-up. *The moderator shall not re-read the question (compare with 7d).*

d) During the reading of a toss-up question, a player may interrupt to answer it. The moderator shall stop reading and recognize the player who buzzed. *If the player's answer is incorrect or not given in time, the moderator shall go back to reading the question for the opposing team.* That team shall have five seconds (15 seconds for computations) to buzz after the conclusion of the reading of the question unless they, too, interrupt by buzzing to answer the question. There shall be no penalty for an incorrect answer, regardless of when it is given.

e) "Power Mark" (noted by an asterisk * in toss-up questions) are no longer utilized in AISA/ASCA competitions and no additional points shall be awarded.

8. **Bonus Questions:** Bonus questions shall be offered after each correctly answered toss-up. Each bonus segment will be read and answered separately. After reading the first segment of the bonus, the moderator or timer shall count to ten (fifteen for computation). If a player asks the moderator to repeat any bonus questions, this reading shall be included in their conference time. At ten seconds, the moderator will prompt the captain for an answer. **Immediately thereafter**, the captain of the team that correctly answered the toss-up, or a player the captain designates, must begin answering.
9. **Bounce-Back Questions:** Incorrectly answered or unanswered bonus questions shall then be offered to the opposing team. Their captain or designee must begin answering immediately (with the exception of designated computation questions, in which case the remainder of the original fifteen seconds shall be allowed). Bounce-back team players shall not have the bonus questions re-read for them. A correct answer will give the opposing team the points for that segment of the bonus, but the next segment will still be read to the team that originally answered the toss-up correctly, if any remain. This process shall repeat through all segments of the bonus question. At the end of the bonus sequence, the moderator shall announce the total points scored on the bonus question as a whole by each team.
10. **Worksheets:** Period 2, if applicable, consists of a worksheet containing twenty questions. Each team shall receive two copies of the worksheet faced down and shall write its school name on the back of them. The penalty for failure to write the team name on the back of the worksheet that is turned in to be scored shall be a ten point deduction from the worksheet score. All team members (up to six) may participate during the worksheet period. Once the moderator (or timer) says "begin," the teams shall have two minutes to confer and complete the sheet. The timer shall prompt by saying "one minute," "thirty seconds," "fifteen seconds," and "stop." The moderator shall collect the official copy of the answer sheet (the team may keep the second

copy), check answers silently, and announce the points earned. Spelling does not count. The moderator shall not read the correct answers.

11. **Conferencing:** If a player talks or signals to anyone (including team members) during a toss-up question or talks or signals to anyone other than competing teammates during bonus or worksheet questions, his/her team shall be disqualified from answering the current question(s). The other team shall not be deprived of their opportunity to answer the question(s).
12. **Disclosed Answers:** If an answer is disclosed before teams have a chance to answer the question, that question shall be replaced with an emergency question, which shall be offered to both teams. If, after Team A answers a question incorrectly, the moderator reveals the answer before giving Team B an opportunity to answer, the moderator shall select another question solely for Team B to answer.
13. **Sudden-Death Tiebreaker:** If the score is tied after the completion of Period 3, toss-up questions shall be asked until a team correctly answers a question. That team wins the round but receives no points for the tiebreaker question.
14. **Procedural Protests:** The purpose of a procedural protest in AISA/ASCA competition is to challenge what the coach or player perceives as a serious error in following the rules by the moderator. (Disputed answers are covered under rule 15, below.) The team captain or coach shall lodge a procedural protest before the completion of the reading of the next question, preferably by raising his/her hand and waiting for recognition. A team shall be limited to two procedural protests per game. Discrepancies in announced scores shall be reconciled before the next period begins. The moderator's decisions are final! After a game is completed, the results may not be contested.
15. **Disputed Answers:** In the event that an answer is disputed, the question shall be marked and, provided the disputed points will affect the outcome of that round, the question shall be brought to the tournament director, who shall resolve it using a reputable source.
16. **Electronic Devices:** No electronic devices shall be available to a player or in hand while competing. This includes, but is not limited to, cell phones, iPads, and calculators. The penalty for use of such devices shall be removal of the player for the remainder of the round, with no substitute permitted. All cell phones in the room should be turned off or silenced during play. **A player's cell phone ringing (not vibrating when silenced) constitutes a violation of this rule if it occurs during a round.** If a spectator or inactive player causes said disturbance, the moderator will ask the offender to leave the room for the remainder of the match.

17. **Sportsmanship:** AISA/ASCA expects players and coaches to represent the state and their schools with honor and respect. Players or coaches who violate this standard through fraud, cheating, impropriety, or poor sportsmanship will be ejected from the tournament and may be sanctioned or banned from future AISA/ASCA events.

B. AWARDS

1. Plaques will be awarded to the 1st place and runner up and a medal to the high individual scorer. The high individual scorer is determined by the average of all games played. The high individual scorer must participate in at least four games.

AISA STATE SCHOLARS BOWL

(Please EMAIL-aisa@aisaonline.org to AISA on the day of the District Competition.)

CIRCLE LEVEL OF CONTEST:

HIGH SCHOOL (grades 9-12)

MIDDLE SCHOOL (grades 6-8)

DISTRICT

SCHOOL

COORDINATOR

WINNING SCHOOL _____

TEAM MEMBERS: _____ **GRADE:** _____

ALTERNATES: _____

SPONSOR: _____

DISTRICT WINNER'S SCORES:

(Please list all of the scores by Rounds.)

DISTRICT RUNNER-UP'S SCORES:

(Please list all of the scores by Rounds.)

RUNNER-UP SCHOOL _____

Round 1 _____

Round 1 _____

Round 2 _____

Round 2 _____

Round 3 _____

Round 3 _____

Round 4 _____

Round 4 _____

Round 5 _____

Round 5 _____

Round 6 _____

Round 6 _____

PARTICIPATING SCHOOLS OF THE DISTRICT SCHOLAR'S BOWL COMPETITION:

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____

AISA TECHNOLOGY FAIR

I. GRADE LEVELS

- A. Level I – Grades 3-6
- B. Level II – Grades 7-9
- C. Level III – Grades 10-12

Each school may enter a total of two students per category per level. Each student may enter any number of categories of competition at his/her level. Each student may enter only one project in any one category.

There is a limit of two (2) students per school per level in each category: Individual Programming, Non-Multimedia Applications, Multimedia, Website Design, Digital Video Production, and Computer Graphics. This should include student's name, project name, software used, description of project, and how it was created.

II. CATEGORIES OF COMPETITION (With levels noted)

- A. Individual Programming (Level III – 9th -12th grade allowed, but only **2** entries)
- B. Non-Multimedia Applications (Levels I, II, III)
- C. Multimedia (Levels I, II, III)
- D. Website Design (Levels I, II, III)
- E. Computer Graphics (Levels I, II, III)
- F. Digital Video Production (Levels I, II, III)

III. JUDGING

- A. Judging will be organized by the Technology Fair Coordinator.
- B. Judges will hold to a strict five (5) minute time limit with each student.

IV. HARDWARE and SOFTWARE

- A. The participants should expect to furnish their own hardware.
- B. Students are expected to bring the necessary software to run their projects.

V. AWARDS

- A. In each category of competition, at each level, two (2) ribbons will be awarded (if judges agree that there are two (2) entries worthy of special recognition).
 - 1. First Place
 - 2. Second Place

- B. A plaque will be awarded to the overall school winner and runner up in each level, based on the following:
 - 1. Three points for a first place win.
 - 2. Two points for a second place win.
- C. For a school to earn overall 1st or 2nd place at a level, that school must have entered at least 3 of the categories at that level.
- D. There must be at least three (3) schools competing in a category at a given level for awards to be made in the state competition.
- E. Judges must select specific winners of 1st and 2nd places in each category. (This may require additional judges for some projects.)
- F. The Tie Breaker for Overall School Winners (1st and 2nd places) will be the number of categories entered at that level.

VI. DESCRIPTION OF CATEGORIES

A. INDIVIDUAL PROGRAMMING

Programming projects must use a recognized programming language that generates code and is self-executing. All parts and sections of the program must be the author's own original design and coding. Some examples of acceptable program compilers/languages are the various versions of BASIC, FORTRAN, C, Pascal, Logo, etc. Scripting languages alone, such as Java or HTML, or software such as FrontPage, which generates HTML, do not qualify for this category. They may be entered in Non-Multimedia Applications, Multimedia, or Webpage Design (as appropriate for the resulting project). Programs must be presented with documentation, a source listing of the program that includes internal documentation, any printed or screen generated output from the program, and a narrative description of the program in a notebook or project board. The program must be identifiable in one of the following three (3) areas:

- 1. Computer aided instruction or educational/learning games
- 2. Business or commercial applications
- 3. Personal applications, which with minor alteration, could be marketed for larger commercial appeal.

The student will need to explain what design changes would need to be made to create a product for a wider audience. Programs will be judged on originality and creativity, application of structured concepts, complexity, and overall value. Students will be required to run their programs for the judges and explain them orally.

B. NON-MULTIMEDIA APPLICATIONS

Entries will be developed from applications programs that, although presented on-screen, can be printed so that the final printed product does not lose any of the intrinsic integrity of the on-screen project. For example, a project using Power Point that does not include any audio (other than a sound-effect) or motion (animation, video, etc.) should be entered here. Such a presentation could be printed so that each screen can show the full body of information, in order to qualify as a non-multimedia project. If the only “motion” the project has is text moving “line-by-line”, or if it uses screen dissolves to enhance the presentation, it still qualifies within this category, not in multimedia. If sound, such as speech or long-playing sound, or motion (animation/video) is incorporated, the final project should be entered under the Multimedia category. The project should be no more than three (3) minutes in length.

C. MULTIMEDIA

These projects may be interactive or directed by the student presenter. Multimedia is defined as a presentation combining sound and/or motion with text, but **does not include stand-alone video projects**. Sound may include voice, music, natural, or man-made sounds and effects that are part of software found on the Internet or created and imported by the student. Videos may be created from video cameras, prerecorded tapes, imported from other sources, or taken from still images and manipulated into moving objects by other programs. Digital animation also belongs in this category. Multimedia projects are computer-based reports or creative presentations. Projects that deal solely with sound or music, and those for which the final product may be produced on an audiotape or compact disc should be entered under multimedia. Music projects are those in which sound or music is recorded, mixed, synthesized, and reproduced for a final aural output; however, producing the tape is not a requirement. Projects in which the final product is a stand-alone video should be entered in the Digital Video Production category. The project should be no more than three (3) minutes in length.

D. WEBPAGE DESIGN

Web pages and similarly designed information projects fall into this category provided they are intended for interaction over a distance such as an open or closed network. Software such as Web Whacker may be used in showing the project for the judges. A notebook or project board with printed “screen shots” taken from interactive sessions and suitable written explanations of the project, its intent, and how it was created are also needed.

E. COMPUTER GRAPHICS

The category, Computer Graphics, includes single or multiple pictures generated on the computer. These will not fit into any other category. The graphics are to be original artwork designed by the student. The picture (graphic) may be generated by software packages, such as basic paint and/or drawing programs, or through a programming language. Pictures drawn on paper and scanned into the computer as well as photo editing do not qualify for this category.

F. DIGITAL VIDEO PRODUCTION

This category is defined as any original video project that has been edited on a computer with digital video editing software and exported into a digital video format. The project must be displayed for viewing on a computer. The project should be no more than three (3) minutes in length.

VII. JUDGES' SHEETS AND ENTRY FORMS FOR AISA TECHNOLOGY FAIR

- A. Criteria and rating scales for judges to use for all computer categories will be available on the AISA website. AISA State Technology Fair Entry Forms will also be available on the AISA website.
- B. The Technology Chairperson(s) will organize entries, communicate with school sponsors, and serve as liaison with judges.
- C. The Academic Programs Director will supervise this event and obtain all awards and payments for judges.

VIII. Entry Fee

- A. A participation fee of \$10.00 per student entry will be required, with a maximum of \$250.00 per school. Your entry fee should be submitted to the AISA office at least one week prior to the event.

Alabama Independent School Association
1763 Taliaferro Trail
Montgomery, AL 36117

AISA ART SHOW

A. GENERAL INFORMATION

The AISA will select a Host Coordinator, site, judges and conduct the Start Art Show. The Art Show's Host Coordinator will organize the Art Show. The Host Coordinator will send specific details including, school directions, check-in procedures, etc. to all AISA schools.

1. Grade Divisions
 - a. Kindergarten (5 years old) and Grade One
 - b. Grades 2-3
 - c. Grades 4-6
 - d. Junior, Grades 7-9
 - e. Senior, Grades 10-12
2. Each member school which plans to enter its district show should conduct its own local show at least one week prior to the district show. The list of local winners should be sent immediately to the District Coordinator. This list should be prepared carefully, since it will serve as an official check-in list for those students bringing work to the District show.
3. Each local school may enter only the winners of first and second place awards from the local show into district competition. First and second place district winners will advance to the AISA State Show for the 10-12th division ONLY.

**For all other divisions, ONLY FIRST PLACE district winners will advance to the state show.

Note: At the district contest, a list of winners should be provided to participants before leaving contest. This list is the official list, not ribbon placing.

4. Each District Coordinator is to submit (EMAIL) the list of district winners to the Host School and Coordinator and AISA office on the day of the District Show. The forms at the end of this section must be used for this purpose.
5. All pieces of art must have been prepared and completed since the State Art Show of the previous year. Pieces of art entered in a previous year's show cannot be shown again at any level of AISA competition.
6. All work must be totally original and done by the student (only). Only advice, support, and/or encouragement can be given by a parent or other adult.
 - a. Art work entered in the local, district, and state art show must be approved by the art teacher and Headmaster of the school. Good taste, and

appropriate presentation for elementary and secondary students to view (Example: no nudity or near nudity; no vulgarity, etc.) are criteria that must be met.

- b. No commercial molds may be used for ceramics.
 - c. No commercial kits may be used for any type of art work.
 - d. No commercial designs or patterns may be used.
7. All art work entered at each level will be judged primarily on originality of design and technique/skill. If there is a question as to category, technique will be the basis for determination.
 8. Students entering work at the state show may furnish a table top easel for display purposes, but this is not required. ****Please send basic-style easels. NO LARGE ornate easels will be accepted. No frames are allowed.** It is recommended that the district show follow the same policy.
 9. Names must **NOT** be visible until the judging is completed. This procedure is required at both the district and state shows.
 10. At the state level, a special label showing **ONLY** the division, the category, and the entry number of the piece will be affixed to each piece of work when the student registers for the show. In addition, another sticky label **MAY** be included for listing the student's name and school. If used, this name sticker should remain under the grade/category sticker. (Districts may use the same procedure if they desire.)
 11. At the state level, set up begins at 8:00 a.m. and ends at 10:00 a.m. Only a teacher and 1 - 2 designated helpers may participate in set up and take down. **ABSOLUTELY NO OTHER PEOPLE WILL BE ALLOWED DURING SET-UP TIME.**
 12. Doors will open for public viewing promptly at 12:00 p.m. and close at 12:30 p.m. During this public viewing time no awards or artwork should be removed. We will be strictly adhering to this policy in order to provide an opportunity for all to enjoy the artwork. Please communicate this information to parents and students so they may plan their trip appropriately.
 13. Students who participate in district and state shows must be accompanied by a faculty member from the home school. This is essential if questions should arise at either level concerning the students' works.
 14. Teachers/faculty sponsors are expected to be present during the public viewing time. They are expected to help preserve the artwork. Ex. No touching is permitted with the exception of students taking pictures with their artwork.

The faculty member from each school must ensure that all art work from his/her school is collected after the show.

15. Required attachments to projects:
- a. Beginning with the local show, each piece of art work must be labeled on the back, showing the following information:
 - 1. District _____
 - 2. School _____
 - 3. Student _____
 - 4. Division _____
 - 5. Category _____
 - 6. Medium _____

**We expect all teachers to confirm the authenticity of the artwork before entering the artwork at the local/district levels.

- b. In addition, if the category classification is in question, the following attachment may be added to the back of the artwork.

The classification of this project as to level and category has been established by the student and approved by the teacher and the district art show coordinator. The basis for this classification is

B. JUDGING CRITERIA

- 1. At all competition levels, judges should be qualified in the field of art. When possible, select them from a local college or university. Artists, art dealers, and retired art teachers should make excellent judges. As in all areas of AISA competition, judges should not be associated with the participating students or schools.
- 2. The Host coordinator should have a brief meeting with the judges and walk through the display prior to the beginning of the judging. At that time the judges should be informed of the following policies:
 - a. Each piece of art is to be required to be properly categorized before the show begins

- b. Art entries on the district level are to be reviewed by the art staff/teacher(s) to determine the correctness of the categories. (This will not be necessary at the State Show.)
- c. Category placement cannot be changed at any level of competition once awards have been given.
- d. Judges and coordinators of show have the right to eliminate all questionable pieces of work at any level of competition. If this is done at the local level, it will aid the students and the teachers and will save any embarrassment should that piece, by chance, win and advance to the next level of competition where it would be disqualified.
- e. Once a student enters a winning piece of art in a specific category for the district or state shows, he/she is not allowed to change the category listed on the entry form. See "c" above.
- f. All work will be judged on originality of design and technique. The key to winner selection at every level must be objectivity.
- g. The AISA office will pay each Art Show judge an honorarium of \$50.00.

C. CATEGORIES:

- a. All 8 categories apply to all 5 grade divisions (K5-1, 2-3, 4-6, 7-9, and 10-12).
- b. No frames are allowed
- c. Size maximums are as follows:

3-Dimensional	Maximum 4' x 4' x 4'
All other categories	Maximum 2' x 3'
- 1. Painting (on surfaces made to hang) Size max. 2' x 3'
 - a. Oils
 - b. Acrylics
 - c. Flat glass work
 - d. Liquid crayons and/or liquefied pastels
- 2. Water base (excluding acrylics) Size max. 2' x 3'
 - a. Watercolor
 - b. Tempera
 - c. Finger Paints
 - d. Water Color pencil

3. Printmaking (no Computer Graphics) Size max. 2' x 3'
 - a. Print-making (wood block, linoleum block, potato prints, thumb prints, nature prints, paper projects)
 - b. Silk Screen
 - c. Etchings

4. Drawing Non-Color (dry media only) Size max. 2' x 3'
 - (1) Charcoal
 - (2) Graphite
 - (3) Pen and Ink
 - (4) Pencil
 - (5) Black felt tip
 - (6) Wood burning
 - (7) Scratch board

5. Drawing Color (dry media only) Size max. 2' x 3'
 - (1) Colored pencils
 - (2) Pastel chalk
 - (3) Crayon
 - (4) Colored markers
 - (5) Scratch board

6. Three Dimensional Art/Crafts (free-standing or free-hanging) (viewable from all sides as sculpture would be viewed) Size max. 4' x 4' x 4'
 - a. Sculpture
 - b. Ceramics and Pottery
 - c. Fabric Design
 - d. Jewelry
 - e. Etc.

* Usually, these pieces have a flat side for hanging on a flat surface; however, since they are 3-D, they are entered in this category.

7. Photography
 - a. Photographs may be either color or black & white
 - b. Camera produced work must be done by student
 - c. Student is not required to develop the film; however, NO ALTERING OF PHOTOS IS ALLOWED.
 - c. Entries must be single photographs.
 - d. Composite studies will not be accepted.

- e. Entries may be 5 x 7 or 4 x 6 (regular photo)
 - f. No framing allowed.
 - g. Entries should be matted using any color choice. If matting is not available, plain white paper backing must be used.
8. Collage/Mixed Media Size max. 2' x 3'
- a. Designs using a variety of materials, cut or torn, and pasted in place with emphasis on assemblage.
 - b. Designs using primarily paper, but not limited to paper where assemblage is required.
 - c. Utilization of two or more art media as one art project entry.
 - d. Mixed media is any combination of wet and/or dry medium.
 - e. Examples of Mixed Media: Pen and ink over watercolor; crayon and tempera; etc.

D. ENTRY FORMS

1. Schools entering district competition may use the forms at the end of this section and make appropriate adjustment in the wording.
2. Please give a proper identification to all pieces by using a title or a name of the object portrayed and by explaining the media being used.

E. AWARDS

1. At the State Show, first and second place winners are presented ribbons in each category of each division. AISA judges are not required to give a first and/or second place award in a two-entry category unless the work is suitable, in their opinion, for State recognition. If the judges deem the pieces worthy of awards, then ribbons will be awarded at the State level. The AISA office will furnish all awards for the State Art Show and pay all expenses.
2. At the State Art Show, one project, from each of the five levels of competition, will be selected from among the blue ribbon winners to receive the **AISA Best of Show Medal**. (This means that 5 Best of Show Medals will be awarded.)
3. Local and district shows must follow the same awards procedure, with the following deviations being allowed:
 - a. Additional awards may be used to recognize overall winners for each of the five divisions of competition. These, too, should be based on the first place winners.
 - b. Ties cannot be awarded at any level of competition.

- c. Special awards such as "best use of green" "best people," etc. may be given in order to add variety; however, these pieces do not advance without having been given a first place award.
- d. Remember: Only first place district winners advance to state for K5-1, 2-3, 4-6, & 7-9. First and second district winners advance to state for 10-12. *Revisions regarding advancement will be made yearly as needed.

**AISA STATE ART SHOW
ENTRY FORM**

Circle Division Level: **Level K5-1** **Level 2-3** **Level 4-6** **Level 7-9**

District _____ Host School _____

Host School Sponsor _____

	NAME	SCHOOL	ENTRY
A. Painting:	1. _____	_____	_____
B. Water Base	1. _____	_____	_____
C. Printmaking	1. _____	_____	_____
D. Drawing Non-Color	1. _____	_____	_____
E. Drawing Color	1. _____	_____	_____
F. 3-D Arts/ Crafts	1. _____	_____	_____
G. Photography	1. _____	_____	_____
H. Collage/ Mixed Media	1. _____	_____	_____

**AISA STATE ART SHOW
ENTRY FORM**

Division Level 10-12

District _____ Host School _____

Host School Sponsor _____

	NAME	SCHOOL	ENTRY
A. Painting:	1. _____	_____	_____
	2. _____	_____	_____
B. Water Base	1. _____	_____	_____
	2. _____	_____	_____
C. Printmaking	1. _____	_____	_____
	2. _____	_____	_____
D. Drawing Non-Color	1. _____	_____	_____
	2. _____	_____	_____

Division Level 10-12 Continued

E. Drawing
Color 1. _____

2. _____

F. 3-D Arts/
Crafts 1. _____

2. _____

G. Photography 1. _____

2. _____

J. Collage/
Mixed Media 1. _____

2. _____