ALABAMA INDEPENDENT SCHOOL ASSOCIATION

ACTIVITIES HANDBOOK

(Revised August, 2026)



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AISA Districts

2026-2027

DISTRICT I
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
CORE Academy
Dyslexia Services of Baldwin County
Faith Academy
Government Street Christian School
Lighthouse Baptist Academy
Mobile Christian School
North Mobile Christian School
Prichard Preparatory School
Saint Paul's School
Snook Christian Academy
St. James Episcopal School
Temple Christian Academy
UMS-Wright Preparatory School

DISTRICT III
Clarke Prep School
Escambia Academy
Fort Dale Academy
Jackson Academy
Lowndes Academy
McRae Learning Center
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
Ridgecrest Christian Academy
The Lakeside School

DISTRICT V
Autauga Academy
Eastwood Christian School
Evangel Christian Academy
Hooper Academy
Maxwell Elementary Middle School
Metro Christian Academy
Saint James School
Success Unlimited Academy
The Montgomery Academy
Trinity Presbyterian School
Valiant Cross Academy

DISTRICT VI
ACC Academy
Chambers Academy
Churchill Academy
Coosa Valley Academy
Edgewood Academy
Glenwood School
Lee-Scott Academy
Macon East Academy
Reformation Academy
Southern Preparatory Academy
Springwood School
The Oaks School
The Rock Academy
Trinity Christian School

DISTRICT VII
Advent Episcopal School
Allan Cott School (Glenwood)
Altamont School
Banks Academy
Bessemer Academy
Buildup Community School
Cahawba Christian School
Coosa Christian School
Cornerstone Christian School
Crestwood Heights Academy
Decatur Heritage Christian Academy
Glad Tidings Christian Academy
Faith Christian Academy
Heritage Christian Academy
Highlands School
Hilltop Montessori School
Hope Christian Academy
Indian Springs School
Iqra Math and Science Academy
Islamic Academy of Alabama
Kingdom Heights Preparatory School
Maranathan Academy
Mars Hill Bible School
Miracle Academy
New Hope Christian School
North River Christian Academy
Pursuit Academy
Randolph School
Red Mountain Community School
Restoration Academy
River & Cape Montessori School
Riverhill School
Rock City Preparatory Christian School
Southminister Day School
Spring Valley School
Springville Christian Academy
Sumiton Christian School
The Capitol School
The Donoho School
The Extraordinary Foundation, Inc.
The Hillsboro 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 director and coordinator of student activities 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.

AISA GENERAL INFORMATION

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 ensure 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.

A. 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.

B. 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.

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**.

C. STATE COMPETITON

1. The number of state entries from each district will be in accordance with handbook procedures for each event.

2. District/Region/State entry forms are located in this ***Activities Handbook***. District/Region Coordinators are to submit State entries through this Activities Handbook; emailed entry form - these forms will be submitted to the AISA office by EMAIL (aisa@aisaonline.org) on the day of the District/Region competition.

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 submit by EMAIL state entries to the AISA office.

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.

9. Some events will have an entry fee for both the district and state event, please see individual events for more details.

D. 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 the Coordinator of Student Activities.

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 COMPUTER SCIENCE

A. GRADE LEVELS

Level I – Grades 3-6
Level II – Grades 7-9
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.

B. CATEGORIES OF COMPETITION (With levels noted)

1. **Individual Programming** (Level III – 9th -12th grade allowed, but only 2 entries)

   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:

   a. Computer aided instruction or educational/learning games
   b. Business or commercial applications
   c. 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

2. **Non-Multimedia Applications** (Levels I, II, III)

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.

3. **Multimedia** (Levels I, II, III)

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.

4. **Website Design** (Levels I, II, III)

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.

5. **Computer Graphics** (Levels I, II, III)

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.

6. **Digital Video Production** (Levels I, II, III)

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.

C. JUDGING

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

D. HARDWARE and SOFTWARE

1. The participants should expect to furnish their own hardware.
2. Students are expected to bring the necessary software to run their projects.

E. AWARDS

1. 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).

   A. First Place
   B. Second Place

2. A plaque will be awarded to the overall school winner and runner up in each level, based on the following:

   A. Three points for a first-place win.
   B. Two points for a second-place win.

3. 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.

4. 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.

5. Judges must select specific winners of 1st and 2nd places in each category. (This may require additional judges for some projects.)

6. The Tie Breaker for Overall School Winners (1st and 2nd places) will be the number of categories entered at that level.

F. ADMINISTRATION OF AISA TECHNOLOGY FAIR

1. The Technology Chairperson(s) will organize entries, communicate with school sponsors, and serve as a liaison with judges.

2. The Coordinator of Student Activities will supervise this event and obtain all awards and payments for judges.

G. JUDGES' WORKSHEETS

1. All Judges' Worksheets will be provided by the Coordinator of Student Activities.

H. ENTRY FEES

1. An entry fee of $15.00 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.

2. Entry fees are non-refundable.

   Alabama Independent School Association
   9164 Eastchase Parkway, Box 324
   Montgomery, AL 36117

I. STATE ENTRY FORMS:

Entry forms will be emailed by the Computer Science Fair Coordinator.

AISA CREATIVE WRITING

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, grades 9-10, and grades 11-12.

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. The only identifying information on the entry should be the division represented. 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 with the State Entry Form 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.

C. 2026-2027 Creative Writing Prompt: The Package You arrive home after school to find a package on your front porch with your name on it. There is no return address. Inside is a single object and a handwritten note that simply says, "It's yours now." Tell us a story about what happens next.

AISA CREATIVE WRITING STATE ENTRY FORM

Entry must be submitted 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, grades 9-10, and grades 11-12.

SCHOOL_____

Grades 3-5

Student's Name_____

Grades 6-8

Student's Name_____

Grades 9-10

Student's Name_____

Grades 11-12

Student's Name_____

Teacher/School Sponsor_____Date_____

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.

   Principles include: Tone and Intonation, Technique (blend, balance, ensemble), Rhythm, Diction, Stage Presence, Selection (Difficulty, Appropriateness)

6. The elementary chorus fee is $150.00 per choir entry and not per school. Entry fees are non-refundable.

7. **PAYMENTS FOR ADJUDICATORS OF ELEMENTARY CHORAL FESTIVAL:** Three judges will work with the Elementary Festival. Each will receive $100.00.

8. **PAYMENT FOR ELEMENTARY CHORAL FESTIVAL COORDINATOR** is $200.00.

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

10. **SUBMISSIONS** - 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.

B. ENTRY FEE

1. An entry fee of $150.00 per school will be required. Your entry fee should be submitted to the AISA office at least one week prior to the event.

2. Entry fees are non-refundable.

Alabama Independent School Association
9164 Eastchase Parkway
Box 324
Montgomery, AL. 36117

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 Blend Balance Ensemble		
RHYTHM		
DICTION		
STAGE PRESENCE		
SELECTION Difficulty Appropriateness		

OVERALL SCORE: _____ (I, II, or III)
I – Superior
II – Excellent
III – Good

Judge: _____

Elementary Choral Festival

School: _____

Elementary Choral Director: _____

Choral Director's Email: _____

Name of Group: _____

Number of Students in the Group: _____

PERFORMANCE TIME REQUESTED:
(PLEASE INDICATE 1ST, 2ND, AND 3RD CHOICES OF TIMES TO PERFORM. TIMES WILL BE FIRST COME, FIRST SERVED. SCHOOLS WILL BE NOTIFIED OF THEIR PERFORMANCE TIMES. **THE COORDINATOR OF STUDENT ACTIVITES WILL DETERMINE THE PERFORMANCE TIMES.**

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_____	

AISA STATE MATH CONTEST

A. GENERAL INFORMATION

a. Students in grades 9-12 are eligible to compete in the high school state contest.
b. Students in grades 6-8 are eligible to compete in the middle school state contest,
c. Each school may enter a team to the state competition. Five team members take the written test, but only the top four scores are counted for each team.
d. The top five teams following the written portion of the competition will qualify for the ciphering portion of the competition. Four team members will be selected by the teacher sponsor to compete in the ciphering contest.
e. The contest consists of two parts: written exam and ciphering, for those qualifying. No Ciphering for middle school contests.
f. The contest will begin on time. The event coordinator reserves the right to deny testing to late arrivals.
g. 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 contests. You may NOT use a calculator that has any of the following features:
    - pocket organizers
    - handheld or laptop computers
    - electronic wiring pads or pen-input devices
    - models with QWERTY (typewriter) keypad
    - models with paper tapes
    - models that make noise
    - models that can communicate (transfer data or information) wirelessly with other calculators
    - 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. 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 the top five qualifying 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.

D. HIGH INDIVIDUAL SCORER

1. The person accumulating the most points on the written exam grade will be declared the high individual scorer.

2. 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.

E. JUDGES

a. Sponsors from each school will serve as judges for administrative and scoring purposes.

b. Written examination: One or more judges will be present at all times during the written examination.

c. Ciphering 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.

F. SCORING

1. The written exam will count one (1) point for each question. There will be no penalty for wrong answers.

2. For the ciphering 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 ciphering answers will be discussed after the ciphering competition is completed. The ciphering 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. STATE ENTRY FEE

1. An entry fee of $50.00 per school/team (MS/HS) will be required. Your entry fee should be submitted to the AISA office at least one week prior to the event.

2. Entry fees are non-refundable.

3. Entry fees should be mailed to the AISA at:
   9164 Eastchase Parkway
   Box 324
   Montgomery, AL 36117

I. AWARDS

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

Middle School Math Contest State Entry Form

Registration Deadline: January 5, 2026

School: _____

School's Math Team Sponsor: _____

Sponsor's Email: _____

Team Member 1: _____ _____
Name **Grade**

Team Member 2: _____ _____
Name **Grade**

Team Member 3: _____ _____
Name **Grade**

Team Member 4: _____ _____
Name **Grade**

Team Member 5: _____ _____
Name **Grade**

High School Math Contest State Entry Form

Registration Deadline: January 5, 2026

School: _____

School's Math Team Sponsor: _____

Sponsor's Email: _____

Team Member 1: _____ _____
Name **Grade**

Team Member 2: _____ _____
Name **Grade**

Team Member 3: _____ _____
Name **Grade**

Team Member 4: _____ _____
Name **Grade**

Team Member 5: _____ _____
Name **Grade**

AISA PERFORMING ARTS

A. GENERAL INFORMATION

1. This program consists of six categories of drama presentations: Non-Musical Solo Acting, Non-Musical Duet Acting, Non-Musical Ensemble Acting, Musical Solo, Musical Duet, and Musical Ensemble.

2. There will be a state level contests for grades 7-12.

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 to the state level. Students may compete in more than one category. (Example: The same student may be the school's entry in Non-Musical Solo Acting and in Non-Musical Duet Acting.)

5. At the school level, competition should be conducted in a location providing a quiet environment with quality acoustics. Every effort should be made to schedule the 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. It is recommended that each school conduct its program of presentations according to the state format and procedures.

6. At the state level, 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 be associated with either the participating school or students.**

7. The students selected from each school to compete at the state level should be accompanied by a full-time faculty member. Parents are encouraged to attend competition.

8. Appropriate dress for the State 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.

9. Performer substitutions are permitted on a limited basis at the state level competitions in 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. There are no substitutions solo performances.

A. 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. Non-Musical Solo Acting - Monologues - One (1) student will present a scene by presenting a monologue. (2-4 minutes)

b. Non-Musical Duet Acting - Two (2) students will present a scene. (4-7 minutes)

c. Non-Musical Ensemble Acting - More than two (2+) students will present a skit or cutting from a play. (4-7 minutes)

d. Musical Solo – One student will present a short dramatic piece which includes and is enhanced by music. Vocals may have live or taped accompaniment. (4-7 minutes)

e. Musical Duet - Two (2) students will present a short dramatic piece which includes and is enhanced by music. Vocals may have live or taped accompaniment. (4-7 minutes)

f. Musical Ensemble - More than two (2+) students will present a short dramatic piece which includes and is enhanced by music. Vocals may have live or taped accompaniment. (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 Drama 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.

B. STATE ENTRY FEE

1. An entry fee of $25.00 per entry, a maximum of $100 per school will be required. Your entry fee should be submitted to the AISA office at least one week prior to the event.

2. Entry fees are non-refundable.

3. Entry fees should be mailed to the AISA at:

9164 Eastchase Parkway
Box 324
Montgomery, AL 36117

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 medals will be awarded. Judges are requested to avoid awarding "ties" for the Best Actor and Best Actress Awards.

PERFORMING ARTS STATE ENTRY FORM

Name of School: _____

Name of Sponsor: _____

Sponsor's Email: _____

NON-MUSICAL SOLO ACTING (2-4 minutes)

Monologue - One (1) student will present a scene by presenting a monologue.

Non-Musical Solo Actor's Name: _____

Title of Presentation: _____

Time (minutes and seconds): _____

NON-MUSICAL DUET ACTING (4-7 minutes)

Two (2) students will present a scene.

Non-Musical Duet Actor 1 Name: _____

Non-Musical Duet Actor 2 Name: _____

Title of Presentation: _____

Time (minutes and seconds): _____

NON-MUSICAL ENSEMBLE ACTING (4-7 minutes)

More than two (2+) students will present a skit or cutting from a play.

Non-Musical Ensemble Actors: _____

_____

_____

_____

_____

Title of Presentation: _____

Time (minutes and seconds): _____

MUSICAL SOLO (4-7 minutes)

One student will present a short dramatic piece which includes and is enhanced by music.
Vocals may have live or taped accompaniment.

Solo Musical Actor's Name: _____

Title of Presentation: _____

Time (minutes and seconds): _____

MUSICAL DUET (4-7 minutes)

Two (2) students will present a short dramatic piece which includes and is enhanced by music.
Vocals may have live or taped accompaniment.

Musical Duet Actor 1 Name: _____

Musical Duet Actor 2 Name: _____

Title of Presentation: _____

Time (minutes and seconds): _____

MUSICAL ENSEMBLE (4-7 minutes)

More than two (2+) students will present a short dramatic piece which includes and is enhanced by music.
Vocals may have live or taped accompaniment. (4-7 minutes)

Musical Ensemble Actors: _____

_____

_____

_____

_____

Title of Presentation: _____

Time (minutes and seconds): _____

AISA STATE READING

A. GENERAL INFORMATION AND RULES

1. Students in Grades 3-12 are eligible to compete in the AISA Reading Contest at the state level. Reading divisions are grades 3-5, 6-8, and 9-12 (new division).

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. Teacher/sponsor should have the required documentation available if requested from the AISA office.**

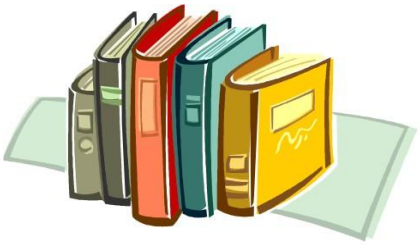
7. **Entries which fail to comply with the rules will be disqualified.**

8. **To Submit Winners:** teacher/sponsor must submit their school winners through the State Entry Form. Only first place winners should be submitted according to the date set on the AISA Calendar of Events. State 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.



AISA STATE READING CONTEST
Documentation Form

Student's Name: _____ **Grade** _____

School: _____

Title of Book	Author	Number of Pages

THIS FORM MUST BE SIGNED BY TEACHER FOR CREDIT

STATE _____ _____

Teacher/Sponsor Signature **Date**

(This Form May Be Duplicated As Needed)

READING CONTEST ENTRY FORM

School Name: _____

GRADES 3-5

Confirmation of accuracy of submission for grades 3-5: _____ _____
Teacher/Sponsor **Date**

Student's Name: _____

Total Pages Read: _____

GRADES 6-8

Confirmation of accuracy of submission for grades 6-8: _____ _____
Teacher/Sponsor **Date**

Student's Name: _____

Total Pages Read: _____

GRADES 9-12

Confirmation of accuracy of submission for grades 9-12: _____ _____
Teacher/Sponsor **Date**

Student's Name: _____

Total Pages Read: _____

SCIENCE INNOVATION EXPO

A. General Information

1. Grade Divisions for competition
   a. Elementary (3-5)
   b. Middle School (6-8)
   c. Senior High (9-12)

NOTE: For the District Innovation Expo, Districts 1 and 2 will be combined and Districts 5 and 7 will be combined as one District contest.

2. AISA Innovation Exposition Objectives:
   The purpose of the Innovation Exposition is:
   a. To help students develop an appreciation for scientific discovery in various areas of scientific focus
   b. To encourage students to participate in discovery and critical thinking
   c. To help students experience the discipline of taking on a worthwhile project and carrying it to a valid and meaningful conclusion
   d. To introduce students to a variety of scientific content areas and allow them the opportunity to learn and present the scientific principles they researched within these content areas
   e. To give students the maximum latitude to exercise their own natural curiosity, creativity, and originality
   f. To allow students to communicate their research and conclusions in spoken and written form
   g. To prepare our students to meet a fast-paced and changing technological world with a mind that eagerly accepts the challenge of critical thinking
   h. To elevate our science curriculum to a higher level
   i. To provide increased opportunities for community awareness of the school's academic standards and achievement

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

4. Member schools should conduct their own local competition as close to the scheduled date of their district competition as possible. Districts should hold their competition no later than one week prior to the State Innovation Expo. The specific date is given on the AISA State Calendar. Students should be encouraged to improve their projects between levels of competition.

5. Advancement to District from School competition: Each school may send their top 2 projects from each category in each grade division to District. If a school does not have entries in a particular category, it may not make up for this number in another category. At maximum, each school may send 8 projects to District (2 in Scientific Inquiry, 2 in Science Fiction, 2 in Reverse Engineering, and 2 in Innovation and Invention) in each grade division.

6. Advancement to State from District competition: Each District may send their top 2 projects in each category in each grade division to State. If a District does not have entries in a particular category, it may not make up for this number in another category. At maximum, each District may

send 8 projects to State (2 in Scientific Inquiry, 2 in Science Fiction, 2 in Reverse Engineering, and 2 in Innovation and Invention) in each grade division.

B. Project Guidelines

1. While students can work individually, collaborative groups of 2-3 are permitted to work on projects. Students working in groups must be from the same school, but not necessarily the same grade. Entries completed by students in different grades will automatically defer to the grade division of the oldest group member. (Ex: Three students work together on a project. Two are in the 8th grade and one is in the 9th grade. That project will be evaluated in the High School grade division.)

2. Projects must be the work of the student(s). Teachers and parents, whether or not professionally and/or technically trained, are not to provide "hands on" assistance to these projects, but are allowed and encouraged to provide advice when asked by students.

3. For all categories EXCEPT Science Fiction, a research/explanatory paper and a one-page abstract must accompany each project entered in the **State** AISA Innovation Exposition for grades 9-12. In grades 6-8, a one-page abstract is required at the **State** AISA Innovation Exposition. These documents are optional in grades 3-12 in local and district competition.

    a. The research paper should include the following:
        1. Title
        2. Explanation of project procedures
        3. A discussion of the problem/innovation/hypothesis/etc. that the project set out to solve or explore.
        4. A summary of related research and background information that was used to form ideas and planning.
        5. A summary of the relevance and applicability of the findings of the project
        6. Bibliography
        7. All typed paper should be double spaced

    b. The abstract is a one-page summary (typed) of the project. The problem/innovation/hypothesis/etc., and conclusions should be summarized.

4. Project Size:

    a. Projects are not to exceed the following measurements:
        1. Width: not to exceed 3 feet
        2. Length: not to exceed 4 feet
        3. Height: not to exceed 9 feet (floor to top of project)

    b. Any project not meeting these specifications will be disqualified

5. Projects must be self-supporting and durably constructed. Use of wall space for posters, charts, etc. is prohibited.

6. Each participant must bring his/her own table for displaying the project. The table may not exceed 3 feet in width and 4 feet in length.

7. All competition day projects shall remain anonymous until after judging is completed. No names (student, teacher, or school) or other personal identification may appear on the project or papers that are displayed. The required Innovation Expo Form statement must be placed on the back of the project. **Note: Science Fiction entrants should follow submission guidelines outlined in specific category information.**

C. DISPLAY AND SAFETY GUIDELINES

1. 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.

2. 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).

3. UNACCEPTABLE FOR DISPLAY
   - (A) living organisms (e.g., plants, animals, microbes)
   - (B) dried plant materials
   - (C) taxidermy specimens or parts
   - (D) preserved vertebrate or invertebrate animals (includes embryos)
   - (E) human or animal food
   - (F) human/animal parts (Exceptions: teeth, hair, nails, dried animal bones, histological dry mount sections, and wet mount tissue slides.
   - (G) soil or waste samples
   - (H) chemicals, including water
   - (I) poisons, drugs, controlled substances, hazardous substances or devices (i.e., firearms, weapons, ammunition, reloading devices)
   - (J) dry ice or other sublimating solids (i.e., solids which vaporize to a gas without passing through a liquid phase)
   - (K) sharp items (i.e., syringes, needles, pipettes)
   - (L) flames or highly flammable display materials
   - (M) empty tanks that previously contained combustible liquids or gasses, UNLESS purged with carbon dioxide
   - (N) batteries with open top cells
   - (O) awards, medals, business cards, flags, etc.
   - (P) 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.
   - (Q) photographs or other visual presentations depicting vertebrate animals in other-than-normal conditions (i.e., surgical techniques, dissection, necropsies, or other lab techniques)
   - (R) 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.)

4. ACCEPTABLE FOR DISPLAY ONLY (cannot be operated)
   - (A) projects with unshielded belts, pulleys, chains, and moving parts with tension or pinch points

(B) class III and IV lasers
(C) any device requiring voltage over 120 volts

5. ACCEPTABLE FOR DISPLAY AND OPERATION (with restrictions)
   (A) Class II lasers
      1. must be student-operated
      2. must post: "Laser Radiation: Do Not Stare Into Beam"
      3. must have protective housing that prevents access to beam
      4. must be disconnected when not operating
   (B) Large vacuum tubes or dangerous ray-generating devices must be properly shielded.
   (C) Pressurized tanks that contained noncombustible may be allowed if properly secured.
   (D) Any apparatus producing temperatures that will cause physical burns must be insulated adequately.
   (E) High-voltage equipment must be shielded with a grounded metal box or cage to prevent accidental contact.
   (F) High-voltage wiring, switches, and metal parts must have adequate insulation and overload safety factors, and must be inaccessible to others.
   (G) 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.
   (H) 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.
   (I) Bare wire and exposed knife switches may be used only in circuits of 12 volts or less; otherwise, standard enclosed switches are required.

D. CATEGORIES

1. There will be 4 categories for all three grade divisions:
   a. Innovation and Invention
   b. Reverse Engineering
   c. Science-Fiction
   d. Scientific Inquiry

2. Specific information for each category is provided below.

3. Each teacher who has students who enter the district and/or State competition must work carefully with the student(s) in determining the category and scope of the projects. The Innovation Expo Competition Form must be signed by the student(s) and teacher and must be fixed to the back of the project for all competition levels and grade divisions.

1. Innovation and Invention:

Innovation can refer to something new or to a change made to an existing product, idea, or field. It seeks to turn an idea into a better form of that same idea. Students with entries in this category are tasked with finding a problem (either real or perceived) in his/her community and creating a solution to that problem. They can invent a new solution/product/event/system/etc. to solve the problem or may propose an innovation to an existing solution/product/event/system/etc. Projects may be a physical construction, a procedure, a community event, or something else the student(s) create to solve the problem.

Project Guidelines:
Students/projects should…

- Provide benefits over current methods

- Include a plan of implementation including publicity materials
- Include a timeline outlining the implementation of this project into the community
- Consider partnerships or required resources that would be necessary for the project
- Consider budgetary considerations
- Consider environmental considerations
- Compare existing methodologies
- Describe steps necessary to implement or create
- Include promotional materials or concepts that would assist in implementation

**Note: all of these points do not have to be on display at the competition, but the student(s) should be able to answer questions asked by the judges in relation to these points.

Please review the judging rubric for guidance while carrying out the project.

Example projects can be found here: https://stemexpo.org/node/299

**Please note that some category names in the AISA competition are changed/different from the example picture slides.

**Please note that the Special Categories Awards are not available for the 2024 AISA Innovation Expo.

2. Reverse Engineering:

Process of discovering the technological principles of a device, object, or system through analysis its structure, function, and operation. It often involves taking something apart and analyzing its workings in detail to be used in maintenance. Students should take apart their chosen device/object/system and display its component parts in their presentation and describe how each component contributes to the overall function of the in-tact device. This can be done with the actual device or with a drawing/model of the device (example: students can take apart an actual toaster, but draw or model the taking apart of a car engine).

Project Guidelines:
Students/projects should…

- Be of enough complexity to allow the student to gain an understanding of how something works in delta, without being overwhelming
- Select and acquire at least one product (typically mechanical in nature), disassemble the unit, then mount and label all components
- Show subcomponents that are further disassembled (not required, but optional)
- Document methods and sequence for disassembly (Tools used can be simple or complex)
- Adequately describe component parts and functions of parts
- Explain how the components fit and work together (written, drawn, or recited)

Please review the judging rubric for guidance while carrying out the project.

Example projects can be found here: https://stemexpo.org/node/299

**Please note that some category names in the AISA competition are changed/different from the example picture slides.

**Please note that the Special Categories Awards are not available for the 2024 AISA Innovation Expo.

3. Science Fiction:

****The submission deadline for State Competition is January 17, 2025. All entries are to be emailed to meribeth@aisaonline.org. See below for entry requirements.**

****Districts are to set their own submission deadlines for Science Fiction for Local and District Competitions.**

Science Fiction is a genre of fiction dealing with imaginary, but more or less plausible content such as future settings, futuristic technology, space travels, aliens, etc. Exploring the consequences of scientific innovations is one purpose of science fiction, making it a literature of ideas. Science fiction writers show us things that might or might never be. It is strongly recommended that you read a science fiction story or two before trying to write your own.

Project Guidelines:

- **For written Science Fiction entries, there is a 1000 word limit on entries.** This is about 3-4 pages when using 12-point font, double spaced.

- **For video submissions, there is a 10 minute time limit on entries.** Please send the entire file in one submission.

- Science fiction entries in the district competitions must be submitted by the due date given by the district coordinator. Submissions should include the author's name in email so we can match the entry with registration. PDF format is preferred, but any electronic format is acceptable. Entries will remain anonymous to the judges. It is recommended that the due date for these submissions be set a reasonable amount of time before the day of competition so that judges have time to read/view/analyze the entries.

- Science fiction entries in the State Competition must be submitted by email to the Student Activities Coordinator (meribeth@aisaonline.org) by the submission date (January 19, 2024) in order to be considered. Submissions should include the author's name in email so we can match the entry with registration. PDF format is preferred, but any electronic format is acceptable. Entries will remain anonymous to the judges.

- Must include a display for the Exposition event. Displays can include:
  a. Description of entry (outline, storyboard, etc)
  b. References to supporting or similar work(s)
  c. Copy of actual story/entry
  d. Illustrations or images that represent the story

- Media and Format
  a. Stories, graphic novels, comic books, plays, videos, etc. are all acceptable
  b. There is no minimum or maximum length for any entry, but the quality should be grade level appropriate
  c. Illustrations for written stories and storylines or outlines for non-written entries are appreciated, collaborative efforts to provide those are welcomed

Please review the judging rubric for guidance while carrying out the project.

Example projects can be found here: https://stemexpo.org/node/299

**Please note that some category names in the AISA competition are changed/different from the example picture slides.

**Please note that the Special Categories Awards are not available for the 2024 AISA Innovation Expo.

4. Scientific Inquiry:

Scientific Inquiry is the basic experimentation category where a question is asked, a hypothesis is created, an investigation is performed, and a conclusion is reached. Scientific inquiry requires students to use higher order thinking skills as they learn science using a hands-on, minds-on approach. This is the more traditional "science fair" project. Students are encouraged to be innovative, creative, and original in their methodologies and experimental approaches.

Project Guidelines:

- The scientific method should be a fundamental part of your project. The general steps are:
    a. Ask a testable question
    b. Research the topic
    c. Make a hypothesis about the outcome based on that research and/or the entrant's own knowledge and observations
    d. Design the investigation
    e. Conduct the investigation
    f. Collect data
    g. Make sense of the data and draw a conclusion
    h. Retest, if necessary

Project should include…

- A description of the role of the scientific method in the project
- A clearly demonstrated understanding of how the inquiry relates to the broader scientific principles and real-world applications
- Original questions and creative research/experimentation approach
- Completeness of thought processes and presentation of cause and effect
- Clear presentation of experimental approach and findings

Please review the judging rubric for guidance while carrying out the project.

Example projects can be found here: https://stemexpo.org/node/299

**Please note that some category names in the AISA competition are changed/different from the example picture slides.

**Please note that the Special Categories Awards are not available for the 2024 AISA Innovation Expo.

AISA INNOVATION EXPOSITION STUDENT ENTRY FORM

The following statement is to be completed and attached to the back of all Innovation Exposition projects.

NAME(S): _____

SCHOOL: _____

PROJECT TITLE: _____

Grade Classification (Circle One):
Elementary (3-5) Middle School (6-8) High School (9-12)

Project Classification (Circle One):
Innovation/Invention Reverse Engineering Scientific Inquiry Science Fiction

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

_____

_____

_____

_____

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.

Signature of Teacher: _____

Signature of Student(s):

_____

_____

Signature of Parent or Guardian(s):

_____

_____

E. STATE INNOVATION EXPO POLICIES

1. AISA recommends that the district host schools follow state policy in conducting their fairs.

2. Each district will select the 2 best projects (no more) from each category in each grade division to go to the State Expo. Each of the State Expo entries in elementary, junior high, and senior high should have the Student Entry Form fixed to the back of the project.

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 Expo 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 Expo.

F. JUDGING CRITERIA

1. There should be a minimum of two judges at each level of competition, qualified to judge the category they are assigned. 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 event. 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 Innovation Expo.

4. The judging rubric 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 and will not be shown to entrants, parents, teachers, or anyone other than the judges themselves and AISA personnel.

G. STATE ENTRY FEE

1. An entry fee of $25.00 per entry, a maximum of $125 per school will be required. Your entry fee should be submitted to the AISA office at least one week prior to the event.

2. Entry fees are non-refundable.

Innovation and Invention Judging Rubric

Student Name(s) and Grades: _____

Brief Title of Project: _____

ND: Not Demonstrated, 1: Beginning, 2: Developing, 3: Average, 4: Accomplished, 5: Advanced

Implementation and Planning

Observed or theoretical problem is identified and accurately described.	ND 1 2 3 4 5
Target users/beneficiary of the idea are identified	ND 1 2 3 4 5
The presented idea appropriately identifies the need for this innovation/invention	ND 1 2 3 4 5
The implementation plan presents a complete description of the idea	ND 1 2 3 4 5
The plan for implementation includes planned budgets, timelines, materials, etc.	ND 1 2 3 4 5
The plan includes a comparison of existing methodologies and systems that are used to correct the problem, including research notes and sources	ND 1 2 3 4 5
Research into competing/similar products is presented and complete	ND 1 2 3 4 5
Total	**_____/ 35**

Other Considerations

The innovation/invention addresses or could address a real-world problem	ND 1 2 3 4 5
The invention is practical in terms of size, cost, materials, etc. for the problem/need being solved	ND 1 2 3 4 5
Posisble environmental concerns are addressed as part of the consideration of this innovation/invention	ND 1 2 3 4 5
The project considers the tradeoffs between economics, efficiency, and sustainability.	ND 1 2 3 4 5
The project is original and/or innovative in approach or concept, or has unique methodologies in solving the problem or addressing the need	ND 1 2 3 4 5
Publicity/marketing materials have been created	ND 1 2 3 4 5
Total	**_____/ 30**

Presentation Display

Attractive, easy to read, and layout is in appropriate logical order	ND 1 2 3 4 5
Visual aids promote understanding	ND 1 2 3 4 5
Shows project in appropriate detail for understanding by audience	ND 1 2 3 4 5
Total	**_____/ 15**

TOTAL | |

Reverse Engineering Judging Rubric

Student Name(s) and Grades: _____

Brief Title of Project: _____

ND: Not Demonstrated, 1: Beginning, 2: Developing, 3: Average, 4: Accomplished, 5: Advanced

Display

Product is mechanical or electrical in nature, and contains several major components, made from a variety of materials	ND 1 2 3 4 5
Operation of assembled unit is explained	ND 1 2 3 4 5
All disassembled components have been labeled and described accurately	ND 1 2 3 4 5
Product has been disassembled to accurately represent all components	ND 1 2 3 4 5
Components are presented appropriately to accurately show their location within the completed unit	ND 1 2 3 4 5
Total	_____**/ 25**

Other Considerations

The materials of each part are described adequately and accurately	ND 1 2 3 4 5
Project shows that the student grasps the purpose of the components and subassemblies, and how they work together	ND 1 2 3 4 5
Component parts are located to assembled unit correctly	ND 1 2 3 4 5
The product has a high degree of complexity, or the diisassembly process was difficult	ND 1 2 3 4 5
Disassembly of this product will help the audience understand an unfamiliar operational concept	ND 1 2 3 4 5
Total	_____**/ 25**

Presentation Display

Attractive, easy to read, and layout is in appropriate logical order	ND 1 2 3 4 5
Visual aids promote understanding	ND 1 2 3 4 5
Shows project in appropriate detail for understanding by audience	ND 1 2 3 4 5
Total	_____**/ 15**

Total | |

Science Fiction Judging Rubric

Student Name(s) and Grades:

_____

Brief Title of Project: _____

_____

ND: Not Demonstrated, 1: Beginning, 2: Developing, 3: Average, 4: Accomplished, 5: Advanced

Project Production

Writing and/or production standards for the selected media are well done and are approprate for the project	ND 1 2 3 4 5
Dialogue (if used) is used well and flows appropriately	ND 1 2 3 4 5
Use of details (descriptions, adjectives, etc.) is well done and appropriate	ND 1 2 3 4 5
"Willful suspension of disbelief" effort is almost negligible	ND 1 2 3 4 5
Stories and/or characters keep the reader's attention and interest	ND 1 2 3 4 5
Knowledge and understanding of the topic is conveyed	ND 1 2 3 4 5

Total _____/ 30

Scientific Concepts

Use of an alternative scientific idea or concept which is not currently proven is important to the storyline of the entry	ND 1 2 3 4 5
Alternative thought process or physical rules are clearly expressed (but not necessarily described in detail)	ND 1 2 3 4 5
Alternative rules are consistent throughout the story	ND 1 2 3 4 5
Alternative rules or thought processes are derived from existing physical laws and/or current scientific principles	ND 1 2 3 4 5

Total _____/ 20

Presentation Display

Attractive, easy to read, and layout is in appropriate logical order	ND 1 2 3 4 5
Visual aids promote understanding	ND 1 2 3 4 5
Shows project in appropriate detail for understanding by audience	ND 1 2 3 4 5

Total ____/ 15

Total | |

Scientific Inquiry Judging
Rubric

Student Name(s) and Grades: _____

Brief Title of Project: _____

ND: Not Demonstrated, 1: Beginning, 2: Developing, 3: Average, 4: Accomplished, 5: Advanced

Scientific Method

The purpose or problem clearly explains what is going to be experimented	ND 1 2 3 4 5
Appropriate and complete research was conducted	ND 1 2 3 4 5
Hypothesis shows a relationship between independent and dependent variables	ND 1 2 3 4 5
Procedure is sequential, replicable, provides a control and variables and was repeated for validity	ND 1 2 3 4 5
Qualitative (observations) and quantitative (recorded data) observations are used and recorded	ND 1 2 3 4 5
Record of experiment includes observations, appropriate use of terms and measurement, analysis, and reflections	ND 1 2 3 4 5
Conclusnio relates to the problem statement and incorporates results/the data supports or doesn't support the hypothesis, lists possible sources of error, and unresolved questions	ND 1 2 3 4 5
Total	_____**/ 40**

Display

Attractive, easy to read, and layout is in appropriate logical order	ND 1 2 3 4 5
Visual aids promote understanding	ND 1 2 3 4 5
Shows project in appropriate detail for understanding by audience	ND 1 2 3 4 5
Describes how/why the inquiry was formed and development of a hypothesis	ND 1 2 3 4 5
Investigation procedure is clearly explained	ND 1 2 3 4 5
Materials listed with consistent units of measure	ND 1 2 3 4 5
Graphs, data tables, etc. are labeled correctly and the data is summarized	ND 1 2 3 4 5
Results/Summary of data is clearly stated and addresses all variables	ND 1 2 3 4 5
Total	_____**/ 40**

Other Considerations

The idea for investigation is original or innovative	ND 1 2 3 4 5
The procedure, materials, trial length, etc. are innovative or creative in approach	ND 1 2 3 4 5
Offers advancement of understanding of scientific principles and/or the world around us	ND 1 2 3 4 5
Total	_____**/ 15**

Total Score | |

G. AWARDS

1. At local and district competitions, 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 two best projects in each category selected by the judges in each grade division. These projects will advance to district competition. Subsequently, the district host school should follow the same procedure for their entries in each grade division nominated for the State Expo.
3. Judges at local and district levels should be advised that their primary task is to select the two best projects in each category in each grade division for advancement to the next level of competition. Judges' worksheets are for the judges' use only and will not be shown to anyone other than the other judges and AISA personnel.
4. Districts are reminded that it is standard procedure for appropriate awards to be given to winners in each grade division.

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 Expos must include the AISA Innovation Expo Student Entry Form. This can be found in the AISA Student Activities Handbook.

AISA STATE INNOVATION EXPO ENTRY FORM
(Please type or print clearly)

_____ _____
(HOST SCHOOL) **(HOST INSTRUCTOR)**

DISTRICT: _____

Elementary Division (Grades 3-5)
Innovation/Invention

Student Name(s)	School	Science Teacher

Reverse Engineering

Student Name(s)	School	Science Teacher

Science Fiction

Student Name(s)	School	Science Teacher

Scientific Inquiry

Student Name(s)	School	Science Teacher

AISA STATE INNOVATION EXPO ENTRY FORM
(Please type or print clearly)

_____ _____
(HOST SCHOOL) **(HOST INSTRUCTOR)**

DISTRICT: _____

Middle School Division (Grades 6-8)
Innovation/Invention

Student Name(s)	School	Science Teacher

Reverse Engineering

Student Name(s)	School	Science Teacher

Science Fiction

Student Name(s)	School	Science Teacher

Scientific Inquiry

Student Name(s)	School	Science Teacher

AISA STATE INNOVATION EXPO ENTRY FORM
(Please type or print clearly)

_____ _____
(HOST SCHOOL) **(HOST INSTRUCTOR)**

DISTRICT: _____

High School Division (Grades 9-12)
Innovation/Invention

Student Name(s)	School	Science Teacher

Reverse Engineering

Student Name(s)	School	Science Teacher

Science Fiction

Student Name(s)	School	Science Teacher

Scientific Inquiry

Student Name(s)	School	Science Teacher

District Event Host Responsibilities:

1. Secure District site.

2. Secure Judges. Judging should be done by two or three qualified persons in a field that relates to their specific judging category. **They must be selected on an impartial basis and not be associated with any of the participating schools or students.**

3. Pay Judges.

4. For judging purposes, it is helpful for the coordinator to brief the judges on the AISA policies and procedures for the event. The coordinator should also allow the judges time to become familiar with the projects prior to beginning the judging process.

5. Provide Judges' Worksheets.

6. Determine if there will be an Entry Fee to help defray the costs of the competition.

7. Contact schools in district with district competition details.
   a. date (set by AISA on Calendar of Events)
   b. site (directions and instructions)
   c. entry fee (IF you choose to charge an entry fee)
   d. special instructions (anything about which you need to remind the school sponsors)
   e. remind those advancing to the State Competition to have the "AISA Science Fair Form" attached to the back of their projects. *These should already be fixed to the project from the Local and District Competitions, but should remain for the State competition as well.
   g. for your convenience, you may send an email of this information to Sara Bazzle (sbazzle@aisaonline.org) and she will pass it on to the schools in your district

8. Provide Awards.

9. **Complete the State Entry Form** located in the **Activities Handbook**. The State Entry Form should be submitted on the same day as the District Competition. These may be filled out and emailed to Sara Bazzle (sbazzle@aisaonline.org).

AISA SCHOLARS BOWL COMPETITION

in Partnership with Alabama Scholastic Competition Association (ASCA)

A. 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 State Scholars Bowl. For more information go to: Alabama Scholastic Competition Association (ASCA). ASCA rules should be consulted for ASCA competitions.

B. STATE PLAY

1. Each school may send a team to the AISA State Scholars Bowl. There is no district play.

2. **Pool Play (Round Robin): Seeding Rounds**

   a. Teams will be placed into round-robin pools ("clusters") of four teams whenever possible. Each team will play every other team in its pool once. If the total number of teams does not divide evenly into pools of four, the Tournament Director may create one or more pools of three, five, or six teams as needed, with the goal that every team plays at least three pool games.

   b. Seeding Rounds will consist of toss-up questions only; no bonus questions will be used in these rounds.

   c. A teams record within their respective pools will determine final standing within that pool. If there is a tie between two teams, the head-to-head matchup between those two teams will break the tie. If three teams are tied in record, the points per game average will narrow the down to two teams and then the head-to-head matchup will determine the final placement.

   d. The top 16 teams from pool play will advance to bracket play and seeding will be determined as follows: The first place teams in each pool will receive the top seedings based on their points per game average during their respective pool play rounds followed by second place teams and beyond until we have 16 teams identified for bracket play. For example, Teams A, B, C and D each place 1st in their respective pools with Team A averaging 150 points, B 140 points, C 130 points and D 120 points. Team A would be #1seed, B, #2 seed, C #3 seed and D would be the #4 seed. Additional seeding would follow the same pattern until 16 teams have been identified.

   e. 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 during a called time-out. Each round

in pool play will consist of twenty toss-ups, worth 10 points each.

3. **Bracket Play:** Once pool play is complete and placement in the final pool is determined, teams will be seeded into a 16 team bracket. Bracket play will feature a single elimination format.

   Rounds: A round matches two teams who compete to answer a series of academic questions with teams earning 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 comprise a round.

   Period 1 Ten toss-ups, worth 10 points each, with bounce-back bonus questions worth 20 points collectively (MS) and 30 points collectively (HS).

   Period 2 Ten toss-ups, worth 10 points each, with bounce-back bonus questions worth 20 points collectively (MS) and 30 points collectively (HS).

4. **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.

5. **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 **time**r 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.

6. **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.

7. **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.

8. **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.

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.

9. **Bonus Questions:** Bonus questions will be available during bracket play only and 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.

10. **Bounce-Back Questions:** Incorrectly answered or unanswered bonus questions shall then be offered to the opposing team. Their captain or designee must begin answering <u>immediately</u> (with the exception of designated computation questions, in which case the remainder of the original fifteen seconds shall be allowed). <u>Bounce-back team players shall not have the bonus questions re-read for them.</u> 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.

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 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 a round, 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 as soon as possible. The moderator's decisions are final! <u>After a game is completed, the results may not be contested</u>.

15. **Disputed Answers:** In the event that <u>an answer</u> 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.

20. **State Winners qualify** to compete in the ASCA State Competition.

C. STATE ENTRY FEE

1. An entry fee of $100.00 per team will be required. Your entry fee should be submitted to the AISA office at least one week prior to the event.

2. Entry fees are non-refundable.

3. The digital entry forms are on the scholars bowl page of the AISA website.

D. AWARDS

State Champion and Runner-up will receive a plaque. High Individual Scorer and All-State Team will receive medals. The high individual scorer and the four-person All-State team will be determined by the average of all games played. These players must participate in pool play plus the rounds of 16 and 8 in bracket play to qualify.

AISA STATE SPELLING BEE

A. GENERAL INFORMATION

1. Students competing in the AISA 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 finals.

2. Each school can send one representative per grade level (4^{th} – 8^{th} for the State Spelling Bee.

   Note: The State entry form must be sent (emailed to sbazzle@aisaonline.org) to the AISA office according to set date.

3. Each grade level competition will be conducted in oral spelling. In preparation for the classroom elimination, teachers may use a combination of written and oral spelling. AISA recommends ORAL SPELLING ONLY. The state contest will be conducted orally, with elimination on "miss-and-out" basis in the traditional Spelling Bee manner

4. Contestants will draw for order of competition immediately prior to the start of the contest.

5. 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. The AISA Word List can be ordered from the AISA office.

6. Each school representative bringing a student to the 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 **State Rule 13 and 14.**

7. At school 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 school 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 contest. This will allow the pronouncer ample time to identify the list of words to be used for the contest and become familiar with the same.

8. In school 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 will follow the plan established by Hexco's AISA Word List Organizer. Each topical list is divided into three approximately equal parts: **Beginning Words; Intermediate Words; and Advanced Words.**

   Grade 4 - Contest words will consist of three rounds of Beginning Words, eight rounds of Intermediate Words and then Advanced Words.
   Grade 5 - Contest words will consist of two rounds of Beginning Words, six rounds of Intermediate Words and then Advanced Words.
   Grade 6 - Contest words will consist of two rounds of Beginning Words, four rounds of Intermediate Words and then Advanced Words.
   Grade 7 - Contest words will consist of one round of Beginning Words, four rounds of Intermediate Words and then the Advanced Words.
   Grade 8 - Contest words will consist of one round of Beginning Words, three rounds of Intermediate Words and then the Advanced Words.

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

10. Ordering Information:
    AISA Word List Supplement
    AISA Phone: 1-334-223-2207
    Email: aisa@aisaonline.org

11. 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.

12. The entry fee for the AISA State Spelling Bee is $30 per student. This includes a T-shirt. Your entry fee should be submitted to the AISA office at least one week prior to the event. Entry fees are non-refundable.

B. STATE RULES AND PROCEDURES

1. To be consistent with AISA rules and procedures at the state level, it is recommended that the local school spelling bee be conducted in 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 there is a protest, the school representative should stand and voice he/she has an official protest. The contest shall be halted and the spelling bee coordinator, the judges, the pronouncer and the school representative will meet privately to discuss the protest.

15. 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 Intermediate Words** that have not been used at this grade level.

If a tie still exists, then **Advanced 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 the local school 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
Due Date: October 21, 2025

_____ _____
DISTRICT **HEAD OF SCHOOL**

_____ _____
SCHOOL **SCHOOL'S SPELLING COORDINATOR**

_____
SCHOOL'S SPELLING COORDINATOR'S EMAIL

Please print names

_____ _____
4TH GRADE WINNER **T-SHIRT SIZE**
(Adult S, M. L. XL, 2XL)

_____ _____
5TH GRADE WINNER **T-SHIRT SIZE**
(Adult S, M. L. XL, 2XL)

_____ _____
6TH GRADE WINNER **T-SHIRT SIZE**
(Adult S, M. L. XL, 2XL)

_____ _____
7TH GRADE WINNER **T-SHIRT SIZE**
(Adult S, M. L. XL, 2XL)

_____ _____
8TH GRADE WINNER **T-SHIRT SIZE**
(Adult S, M. L. XL, 2XL)

AISA VISUAL ART SHOW

A. GENERAL INFORMATION

The AISA will conduct the State Visual Art Show. You will receive specific details including, school directions, check-in procedures, etc. from the state office.

1. Grade Divisions

   a. Kindergarten (5 years old) and Grade One
   b. Grades 2-3
   c. Grades 4-5
   d. Grades 6-8
   e. Grades 9-12

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 9-12th 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. District Coordinator is to submit the list of district winners to the AISA office on the day of the District Show. Find the entry form in the Activities Handbook.

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.

B. ENTRY FEE

An entry fee of $10/entry/per school will be required, with a maximum of $100 per school. Example: if a school is entering one piece of art the fee will be $10; if a school is entering 4 pieces of art the fee will be $40. Your entry fee should be submitted to the AISA office at least one week prior to the event. Entry fees are non-refundable.

C. 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.

D. CATEGORIES:

   a. All 9 categories apply to all 5 grade divisions (K5-1, 2-3, 4-5, 6-8, and 9-12).
   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’
   a. Charcoal
   b. Graphite
   c. Pen and Ink
   d. Scratch Board
   e. Pencil
   f. Black Felt Tip
   g. Wood Burning

5. **Drawing Color** (dry media only) Size max. 2’ x 3’
   a. Colored pencils
   b. Pastel chalk
   c. Crayon
   d. Colored markers
   e. 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.
   d. Entries must be single photographs.
   e. Composite studies will not be accepted.
   f. Entries must be 5 x 7 or 4 x 6 (regular photo)
   g. **No framing allowed**
   h. Entries should be matted using any color choice. If matting is not available, plain white paper backing must be used.

8. **Collage** 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. Glue or some other adhesive may be used.
   d. It should remain a 2D piece of artwork just having a build-up of layering further than the one 2D surface.

9. **Mixed Media** Size max. 2’ x 3’
   a. Utilization of two or more of the above art categories on one 2D surface.
   b. Mixed media is any combination of wet and/or dry medium.
   c. Examples of Mixed Media: Pen and ink over watercolor; crayon and tempera; etc.

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, 4-5, & 6-8. First and second district winners advance to state for 9-12.

F. DISTRICT COORDINATOR’S RESPONSIBILITIES

1. Secure District site.

2. Secure Judges and Pay Judges.

3. Determine entry fee.

4. Contact schools in District with District Competition details
   a. date (set by AISA on Calendar of Events)
   b. site (directions and instructions)
   c. entry fee
   d. special instructions (anything about which you need to remind the school sponsors)
   e. remind sponsors of "Required Attachment to All Projects" that must be on the back of each entry, can be found in the online Activities Handbook found on the AISA website.
   f. for your convenience, you may send an email of this information to Mrs. Sara Bazzle at the AISA office (sbazzle@aisaonline.org) and she will pass it on to the schools in your district.

5. Provide Judge's Worksheets.

6. Provide Awards.

7. Provide a list of winners to participants before leaving the district contest. This list is the official list, not ribbon placing.

8. Complete the State Entry Form located in the online Activities Handbook found on the AISA website. The State Entry Form should be submitted on the same day as the District Competition. Each District will send their first-place winner only to the State Show except for the 9 - 12th division ONLY which shall send both first and second place winners.

G. ENTRY FORMS

1. Required Attachment to All Projects: Copy the “Required Attachments to All Projects” in the Activities Handbook.

2. District Competition: Schools entering district competition may use the forms found in the Activities Handbook.

3. State Entry Form: Found in the Activities Handbook.

REQUIRED ATTACHMENT
Visual Art Show Entry Info

District: _____ **School:** _____

Student: _____

Title of Artwork: _____

Circle Division: **Circle Category:**

K5 - Grade 1	Painting	3D Arts &
Crafts Grades 2 - 3	Water-Base	Photography
Grades 4-5	Print-Making	Collage
Grades 6-8	Drawing Non-color	Mixed Media
Grades 9-12	Drawing Color	

Medium: _____

IF the category classification is in question, please complete the following: 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:

REQUIRED ATTACHMENT
Visual Art Show Entry Info

District: _____ **School:** _____

Student: _____

Title of Artwork: _____

Circle Division: **Circle Category:**

K5 - Grade 1	Painting	3D Arts &
Crafts Grades 2 - 3	Water-Base	Photography
Grades 4-5	Print-Making	Collage
Grades 6-8	Drawing Non-color	Mixed Media
Grades 9-12	Drawing Color	

Medium: _____

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Visual Art Show Entry Info

District: _____ **School:** _____

Student: _____

Title of Artwork: _____

Circle Division: **Circle Category:**

K5 - Grade 1	Painting	3D Arts &
Crafts Grades 2 - 3	Water-Base	Photography
Grades 4-5	Print-Making	Collage
Grades 6-8	Drawing Non-color	Mixed Media
Grades 9-12	Drawing Color	

Medium: _____

IF the category classification is in question, please complete the following: 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:

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Visual Art Show Entry Info

District: _____ **School:** _____

Student: _____

Title of Artwork: _____

Circle Division: **Circle Category:**

K5 - Grade 1	Painting	3D Arts &
Crafts Grades 2 - 3	Water-Base	Photography
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Grades 6-8	Drawing Non-color	Mixed Media
Grades 9-12	Drawing Color	

Medium: _____

IF the category classification is in question, please complete the following: 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:

AISA District Visual Arts Entry Form
Division Levels K5 – 8

Circle Division Level: **Level K5-1** **Level 2-3** **Level 4-5** **Level 6-8**

District _____ School _____

School Sponsor _____

	NAME	SCHOOL
A. **Painting**		
1st Place	_____	_____
2nd Place	_____	_____
B. **Water Base**		
1st Place	_____	_____
2nd Place	_____	_____
C. **Printmaking**		
1st Place	_____	_____
2nd Place	_____	_____
D. **Drawing Non-Color**		
1st Place	_____	_____
2nd Place	_____	_____

E. **Drawing Color**

1st Place _____ _____

2nd Place _____ _____

1. **3-D Arts/ Crafts**

1st Place _____ _____

2ndPlace _____ _____

2. **Photography**

1st Place _____ _____

2nd Place _____ _____

H. **Collage**

1st Place _____ _____

2nd Place _____ _____

I. **Mixed Media**

1st Place _____ _____

2nd Place _____ _____

AISA District Visual Art Entry Form
Division Levels 9 - 12

District _____ **School** _____

School Sponsor _____

	NAME	**SCHOOL**
A. **Painting:**		
1st Place	_____	_____
2nd Place	_____	_____
B. **Water Base:**		
1st Place	_____	_____
2nd Place	_____	_____
C. **Printmaking:**		
1st Place	_____	_____
2nd Place	_____	_____
D. **Drawing Non-Color:**		
1st Place	_____	_____
2nd Place	_____	_____

E. **Drawing Color:**

1st Place _____ _____

2nd Place _____ _____

F. **3D Arts/Crafts:**

1st Place _____ _____

2nd Place _____ _____

G. **Photography:**

1st Place _____ _____

2nd Place _____ _____

H**. Collage:**

1st Place _____ _____

2nd Place _____ _____

I. **Mixed Media:**

1st Place _____ _____

2nd Place _____ _____

AISA State Visual Arts Entry Form
Division Levels K5 - 8

Circle Division Level: **Level K5-1** **Level 2-3** **Level 4-5** **Level 6-8**

District _____ School _____

School Sponsor _____

	NAME	SCHOOL
A. **Painting**		
1st Place	_____	_____
B. **Water Base**		
1st Place	_____	_____
C. **Printmaking**		
1st Place	_____	_____
D. **Drawing Non-Color**		
1st Place	_____	_____
E. **Drawing Color**		
1st Place	_____	_____
F. **3-D Arts/ Crafts**		
1st Place	_____	_____

G. **Photography**

1st Place _____ _____

H. **Collage**

1st Place _____ _____

I. **Mixed Media**

1st Place _____ _____

AISA State Visual Art Entry Form
Division Levels 9 - 12

District _____ **School** _____

School Sponsor _____

	NAME	**SCHOOL**
A. **Painting:**		
1st Place	_____	_____
2nd Place	_____	_____
B. **Water Base:**		
1st Place	_____	_____
2nd Place	_____	_____
C. **Printmaking:**		
1st Place	_____	_____
2nd Place	_____	_____
D. **Drawing Non-Color:**		
1st Place	_____	_____
2nd Place	_____	_____
E. **Drawing Color:**		
1st Place	_____	_____
2nd Place	_____	_____

F. **3D Arts/Crafts:**

1st Place _____ _____

2nd Place _____ _____

G. **Photography:**

1st Place _____ _____

2nd Place _____ _____

H. **Collage:**

1st Place _____ _____

2nd Place _____ _____

I. **Mixed Media:**

1st Place _____ _____

2nd Place _____ _____

Art Judging Form

Category: _____

Winner _____ Runner-up _____

Judging Parameters: All work will be judged on originality of design and technique. The key to winner selection at every level must be objectivity.

Number	Technique (1-10)	Originality of Design (1 - 10)	Objectivity (1 - 10)	Notes