

2024-2025

SPEECH & DEBATE MANUAL

2024-2025 SPEECH & DEBATE DATES TO REMEMBER

TASKS	DATES
Deadline To Withdraw From Postseason	October 3
Class & District Assignments Released	October 11
Online Rules Review Window	October 7-December 6
MSHSAA Eligibility Roster Due	October 10 or Day Before First Competition
First Allowable Contest (No interscholastic speech event shall start before 4:00 p.m. on a school day, except that events may start as early as 2:00 p.m. on Friday. The MSHSAA District and State Tournaments shall be exempted from this regulation and a school may participate in one regular season contest (which may be the NSDA District Tournament) per school year that begins as early as 8:00 a.m. on a school day.)	October 11
Postseason Entries Opened	January 9
Deadline For District Entries (30 Days Prior To First Day Of District Competition)	
Deadline For Final District Entries (7 Days Prior To First Day Of District Competition)	
District Eligibility Roster Due (7 Days Prior To First Day Of District Competition)	
Extemporaneous Speaking Questions Due District Managers (7 Days Prior To First Day Of District Competition)	
District Financial Report & District Certification Report Due (5 Days After The Final District Competition Date)	
District Tournament Must Be Completed By	March 22
State Championship Entries Dropped/Withdrawn Deadline (Tuesday After The Final District Competition Date)	March 25
State Championship Entries Roster Or Selection Changes Due (No Later Than)	March 25
Final Speech & Debate Competition	April 1
State Championships – Missouri State University, Springfield, Mo.	April 25-26
One Allowable Speech & Debate Competition After April 1 Excluding State Tournament	April 1-May 30
Speech & Debate Advisory Committee Agenda Topics Due Date	April 21
One Allowable Speech & Debate Competition After Friday Of Memorial Day Weekend (Teams or Individuals representing a school may participate in interstate, interscholastic events which may begin no earlier than the Friday of Memorial Day weekend, only if the school has advanced from a qualifying event that takes place during the aforementioned season or if the event's selection procedure has been approved by the MSHSAA Board of Directors.)	May 26-Summer
Speech & Debate Advisory Committee Meeting	May 7

MISSOURI STATE HIGH SCHOOL ACTIVITIES ASSOCIATION

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DISTRICT ASSIGNMENTS & STATE TOURNAMENT BRACKETS
MAY BE FOUND ON MSHSAA WEBSITE (www.mshsaa.org)

SPEECH & DEBATE ADVISORY COMMITTEE/RULES INTERPRETERS [\(TOC\)](#)

The advisory committee members are appointed by the Board of Director member from their respective board district. Each individual is appointed to a four (4) year term. If an appointee is unable to fulfill their term, a replacement will be appointed to complete the remainder of the term. The purpose of the committee is to represent the schools and coaches/directors within their board district on matters concerning the administration of the activity. Their role is a key component is bringing sport/activity-specific needs, concerns, and recommendations to the Board of Directors. Please make sure to use them as your voice to the MSHSAA Staff and Board of Directors. Furthermore, these individuals have also been selected for their knowledge of the rules and willingness to provide their advice to judges/adjudicators and coaches/directors with regards to the interpretation of rules. The executive in charge of the sport/activity is the chief rules interpreter for the state but relies heavily on the advice and counsel of these individuals. Please feel free to contact them if you have a question regarding the application of sport/activity-specific rules. These individuals do not interpret any MSHSAA By-Laws or Board Policies.

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STAM Representative

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PURPOSE AND PHILOSOPHY (TOC)

- A. **MISSION STATEMENT:** The MSHSAA promotes the value of participation, sportsmanship, team play and personal excellence to develop citizens who make positive contributions to their community and support the democratic principles of our state and nation.
- B. **PURPOSE OF MANUAL:** This manual has been prepared to provide a better understanding of the administration of MSHSAA sponsored events. It will serve as a guide to the participating schools and will provide for greater consistency. All information will be included in this manual except such supplementary or incidental information as may be included in the MSHSAA Journal. The regulations in this manual shall be considered official unless the schools are notified in a Special Bulletin of any changes.
- C. **PHILOSOPHY OF INTERSCHOLASTIC ACTIVITIES:** Interscholastic activities are intended to supplement the secondary curricular program. These activities can provide the student with educational experiences and learning outcomes that contribute toward the development of good citizenship. This can be accomplished only when the emphasis is placed upon teaching "through school activities." Interscholastic activities can be justified only when this is their primary philosophy and purpose.
- D. **PURPOSE OF DISTRICT AND STATE CONTESTS:** There are two primary purposes that justify and cause district and state events to be desirable. Those purposes are to provide opportunities to demonstrate before the public the best knowledge, skills, and emotional patterns taught through a particular sport/activity; and to evaluate and compare the best of this teaching of knowledge, skills and emotional patterns among schools. Unless these purposes are primary, district and state contests cannot be completely justified.

It is the desire of the MSHSAA Board of Directors that these events be both fun and educational. It is extremely important that competitors, coaches/directors, and the school community make every effort to enhance, and keep in proper perspective, the educational values of these events. Competition merely for "competition's sake" cannot be justified. Only when competition contributes toward worthwhile educational goals can it be considered sufficiently important to be included in the school program.

- E. **SUPERVISION OF COMPETITORS AND FANS:** MSHSAA By-Laws hold a school responsible, both at home and away, for the conduct of its competitors, students, coaches/directors, and fans. Coaches/Directors are required to supervise their competitors. A coaches'/directors' respect for others and school property is necessary in order to instill this respect in competitors. Students staying overnight in hotels or motels in conjunction with any interscholastic contest should be well chaperoned. The good conduct of students will leave a good impression of the entire school.

A school also should inform its competitors, students, coaches/directors and fans of the value contest officials/judges play in education through athletics/activities. When informing these people of this, the difference in the purpose of high school and professional sports/activities should be emphasized. Lack of respect for officials/judges should not be tolerated. Booming of officials/judges leads to booming of coaches/directors and competitors. This has no place in high school athletics/activities. Athletic/Activity administrators are urged to develop a program through any and all communication techniques available to ensure that spectators understand that high school athletics/activities are an educational endeavor as opposed to the competition being an end in themselves.

KEY MANUAL & BY-LAW CHANGES (TOC)

A. ADVISORY COMMITTEE RECOMMENDATIONS & CHANGES

1. **Classification Of Speech & Debate:** The activity of Speech and Debate utilize the classification procedures outlined in By-Law 5.1 and the Board Policies on Enrollment, Classification, Championship Factor, and Districts.
2. **Classification & District Assignments For Speech & Debate:** In the activity of Speech and Debate that Class 1 be divided into 8 districts and Class 2 be divided into 4 districts, with the opportunity to review this decision after one year. The assignment criteria utilized for the assignment of schools to districts are (1) geographic proximity and (2) approximate numerical balance.
3. **District Entries For Speech & Debate Class 1:** That each school in Class 1 be permitted to enter 2 entries per Speech event and 2 entries per Debate event into the MSHSAA Speech and Debate District Tournament, with the option to reevaluate this recommendation after one year of operation.
4. **District Entries For Speech & Debate Class 2:** That each school in Class 2 be permitted to enter 3 entries per Speech event and 3 entries per Debate event into the MSHSAA Speech and Debate District Tournament, with the option to reevaluate this recommendation after one year of operation.
5. **State Qualifiers From District Speech & Debate Tournaments:** That the district tournaments in the activity of Speech and Debate, Class 1 districts qualify the top four in each Individual Event and Debate Event, whereby Class 2 districts qualify the top eight in each individual Event and Debate Event to the state championships, with the option to reevaluate this recommendation after one year of operation.
6. **Lincoln-Douglas Debate Judging Criteria:** Eliminating the judging criteria in the Lincoln-Douglas Debate event that reads "No 'plan' arguments should be presented by either debater".
7. **Timekeepers For Speech & Debate Eliminated:** Eliminates the requirement for schools to provide timekeepers for the district and state tournament
8. **Speech & Debate District Release Dates:** Speech and Debate districts move the release date from the Friday of standardized calendar week # 8 to the Friday of standardized calendar week # 14.
9. **Debate Administration:** Remove the slide scheduling in debate administration. Instead of slide scheduling, rounds one and two would be randomly scheduled. Round three would be power match off of round one, while round four would be power match off of round one and two.
10. **Debate Codes:** Eliminate draw codes in debate administration. Replace draw codes with school codes set numerically by the tournament manager, thus all events will use the same codes.
11. **Debate Scheduling:** For the district and state Speech & Debate Tournament, debate rounds will be scheduled the day of competition. Rounds one and two will be scheduled once all schools have checked-in on the date of competition.
12. **Debate Scheduling:** In the activity of debate, A teams are no longer required to hit and are not limited to hitting B teams. Furthermore, B teams are no longer required to hit and are not limited to hitting A teams.
13. **Championship Factor Points:** The following processes will be used for determining championship factor points. District tournament sweeps points for speech and debate will be summed for each school to determine district tournament championship factor points. State tournament sweeps points for speech and debate will be summed for each school to determine state championship factor points. No awards will be given for these overall points leaders, leaving the structure used to determine the speech championship team and the debate championship team will remain. The championship factor points procedure will follow board policy outlined in the 2024-2025 Official MSHSAA Handbook.
14. **District Debate Judge Requirement:** The judge requirement for the district debate tournament requires class one debate schools to provide one judge per debate event entered. Class two schools would be required to provide one judge per debate event entered plus one additional judge if a third entry is entered in any single debate event.
15. **District Speech Judge Requirement:** The judge requirement for the district speech tournament requires class one speech schools to provide one judge for every seven entries or fraction thereof, not to exceed a total of three judges. Class two schools would be required to provide one judge for every seven entries or fraction thereof, not to exceed a total of five judges.
16. **State Debate Judge Requirement:** The judge requirement for the state debate tournament requires class one debate schools to provide one judge if the school qualifies a debate entry, plus one additional judge if the school qualifies four or more debate teams. Class two schools would be required to provide one judge if the school qualifies a debate entry, plus one additional judge if the school qualifies four or more debate teams. Class two debate schools who qualify 8 or more debate teams to the state championships would be required to provide a third judge.
17. **State Speech Judge Requirement:** The judge requirement for the state speech tournament requires both class one and two speech schools to provide one judge.

B. 2024 MSHSAA BALLOT CHANGES

1. **Ineligible Students and Forfeitures:** Removes By-Law 5.5.4 and amends By-Law 1.2.3 to consolidate language and clarify the penalties for playing an ineligible player during the regular season and in the MSHSAA District/State Series.
2. **Bona Fide Student Rule and Penalty:** Amends Section 2 and By-Law 2.1 to add clarity to the definition of a Bona fide student, what constitutes a change in Bona fide student status, and the associated penalty for violating By-Law 2.1.
3. **Name, Image and Likeness:** Amends By-Laws 2.6 and 3.6 to allow students to receive a benefit for their name, image or likeness if the promotions do not represent an affiliation to a member school or utilize names, marks, etc. they do not own, and also to prohibit "NIL Collectives."
4. **Separating the Activity of Theatre from Speech & Debate:** Amends current By-Law 4.3 to separate the activity of Theatre, from Speech & Debate, into a new section, as new By-Law 4.6, which will provide autonomy to each activity, to include separate registrations, governance, manuals, advisory committees, seasons, classification, and post-season events.
5. **Minimum Competition Requirement for Speech and Debate:** Adds new By-Law 4.3.5 and amends By-Law 5.1.2 to require Speech and Debate teams and individuals to participate in at least one contest during the regular season in order to be eligible for the District Tournament.
6. **Expansion of Junior High Speech/Debate/Theatre Contests:** Amends By-Law 4.3.3 to increase the number of allowable speech, debate, and/or theatre contests for junior high schools, not individuals, from five to ten.
7. **Elimination of 250 Mile Travel Restriction – Speech/Debate/Theatre:** Amends By-Law 4.3.4 and new By-Law 4.6.4 to eliminate the one time per year 250-mile travel limitation for Speech, Debate, and Theatre.

SECTION 1: ESSENTIAL RESOURCES ([TOC](#))

The information listed/linked in this section relates to MSHSAA By-Laws, Board Policies and guidance or position statements from the MSHSAA Sports Medicine Committee (SMAC). The information is not sport or activity specific but is necessary for the safe and proper conduct of your sport/activity.

Source Locations:

[MSHSAA Handbook \(HB\)](#)

[Sports Medicine Page \(SMP\)](#)

- A. ALCOHOL/TOBACCO USAGE AROUND INTERSCHOLASTIC ACTIVITIES (HB-Board Policy)
- B. CHARITY/AWARENESS EVENTS (HB-Board Policy)
- C. CONCUSSIONS EDUCATION AND MANAGEMENT PROTOCOL ([SMP](#))
- D. CONDUCT – REMOVAL OF TEAMS & EJECTIONS (HB-By-Law 5.5)
- E. GUIDELINES FOR FAN SUPPORT ITEMS (HB-Board Policy)
- F. HAZARDOUS WEATHER CONDITIONS/LIGHTNING GUIDELINES ([SMP](#))
- G. HEAT ACCLIMATIZATION (HB BY-LAW 1.7 & [SMP](#))
- H. ON-SITE PROTEST PROCEDURES (HB-Board Policy)
- I. OXYGEN USE POSITION STATEMENT ([SMP](#))
- J. SANCTIONING (HB-By-Law 3.18)
- K. WET BULB GLOBE THERMOMETER USE ([SMP](#))

SECTION 2: REGULAR SEASON [\(TOC\)](#)

A. STUDENT ESSENTIAL BY-LAWS

Any student representing his/her school in Speech & Debate must meet MSHSAA By-Laws which can be found in Section 2 of the MSHSAA Handbook. For more information concerning Student-Essential By-Laws, please reference <https://www.mshsaa.org/resources/pdf/Official%20Handbook.pdf>.

B. ACTIVITIES BY-LAWS

Specific Speech & Debate By-Laws can be found in Section 4 of the MSHSAA Handbook. Please note Sections 4.1 and Section 4.3. For more information, please reference <https://www.mshsaa.org/resources/pdf/Official%20Handbook.pdf>. Furthermore, the following requirements of particular interest to Speech & Debate include:

- 4.1.1 General Requirements for Activity Directors and Coaches/Directors
- 4.1.2 Activity Director/Coach/Director Levels and Minimum Requirements
- 4.1.3 Rules Review Requirement:
- 4.1.4 Student Eligibility Requirements
- 4.1.5 Parental Permission
- 4.1.6 Healthcare Coverage
- 4.1.7 Limits on Competition/Participation
- 4.1.8 Certification of Eligibility on the MSHSAA Online Membership System
- 4.1.9 Representing the School
- 4.1.10 Awards and Amateurism
- 4.1.11 Missing School Time for Unapproved Event
- 4.1.12 School Eligibility to Enter Events
- 4.1.13 Advisory Committee
- 4.1.14 Board of Directors Responsibility
- 4.1.15 Penalty for Violation of Standards

C. MSHSAA BY-LAWS FOR SPEECH & DEBATE (SECTION 4.3)

4.3.1 Individual Limits on Participation in Speech & Debate:

- a. Students enrolled in grades 9-12 shall participate in no more than 11 interscholastic speech/debate meets, festivals, SECTION 4 2024-25 MSHSAA OFFICIAL HANDBOOK Page 105 and/or tournaments during the school year, inclusive of the National Speech and Debate Association (NSDA) District Tournament and exclusive of the MSHSAA district and state tournaments. Students in the 6th, 7th and/or 8th grade shall participate in no more than FIVE interscholastic speech and/or debate meets, festivals, and/or tournaments during the school year.
- b. A student shall give the same individual speech/selection in no more than 11 tournaments, meets, or festivals during a school year exclusive of NSDA and MSHSAA District and State events. An individual speech/selection shall not be repeated by a student who gave that speech/selection in an interscholastic speech event in a previous school year (grades 9-12). This restriction applies to district and state events, as well as to the regular season.

4.3.2 Season Limits - High School: No senior high school interscholastic speech & debate events shall be held before the Friday of Standardized Calendar Week Number 14 or later than April 1, other than the allowances listed below:

- a. The MSHSAA state tournament.
- b. A school may participate in one interscholastic event after April 1 and prior to the Friday of Memorial Day weekend. Such an event shall count as one of the school's allowable regular season events as per By-Law 4.3.1 (Limits on Participation).
- c. Teams or individuals representing a school may participate in interstate, interscholastic events which may begin no earlier than the Friday of Memorial Day weekend, only if the school has advanced from a qualifying event that takes place during the aforementioned season or if the event's selection procedure has been approved by the MSHSAA Board of Directors.

4.3.3 Season Limits - Junior High School A junior high school may participate in a maximum of ten (10) junior high interscholastic speech & debate meets, festivals, and/or tournaments in a school year. These events may be held at any time during the school year. No 6th, 7th, or 8th grade student is eligible for competition on or against a senior high school team consisting of 9th graders or above.

4.3.4 Speech & Debate Event Sanction Regulations:

- a. Any speech event which involves students from more than one school sponsored by a non-school organization or a college or university shall have the approval of the Board of Directors and interstate speech events shall have the approval of the Board of Directors and the state associations of all states invited. Application for approval shall be submitted no later than 30 days prior to the first date of the event.
- b. An interscholastic speech event sponsored by a member school shall have the approval of the high school administrator and, for interstate events, approval of the MSHSAA Board of Directors.
- c. All events shall meet the following standards:
 1. See By-Law 4.1.10 for definitions of allowable awards.
 2. No interscholastic speech event shall start before 4:00 p.m. on a school day, except that events may start as early as 2:00 p.m. on Friday. The MSHSAA district and state tournaments shall be exempted from this regulation and a school may participate in one regular season contest (which may be the NSDA District Tournament) per school year that begins as early as 8:00 a.m. on a school day.
 3. Shall be in accord with all other provisions contained in the Speech & Debate By-Laws.
- d. A school that violates any of these standards shall be suspended from participation in any interscholastic speech activity for a period not to exceed 365 days. It shall be considered a violation for a member school to participate in interscholastic speech events with a member school so suspended.

4.3.5 Eligibility for Speech & Debate District Tournament:

- a. To be eligible to enter a team or individual into the District tournament, a school must have competed in at least one competition during the regular season and each individual student must have represented his or her school in at least one interscholastic contest during the season.

D. ETHICS

1. **Interscholastic Contests:** Interscholastic contests in Speech and Debate are organized and conducted for the purpose of developing competence in speech. **All rules/regulations outlined in Section 5 and 6 should be followed throughout the regular and postseason.** These contests, properly conceived, are definitely pedagogical in their aims and objectives and should be viewed as educational projects. Since the tournament format is utilized for Speech and Debate, competition is, naturally, an important element of participation. The desire to win supplies a strong incentive to achieve and improve. This aspect of the activity is desirable in that winning is correlated with performance of merit. All the rules and regulations governing the events are designed to make the winning of contests synonymous with good speaking and good debating. While this objective has been largely realized, it sometimes happens that, under the stress of a desire to win, individuals become overzealous and their actions reflect on the good name of the school they represent. Every possible effort should be made to preserve friendly relations and to conduct all contests on the highest plane. A contest is a friendly contest and to keep this spirit, it must be conducted in a fair and impartial manner by coaches/directors, students, and judges/adjudicators alike.
 - a. The highest kind of school loyalty is that which reflects credit on the home school, not that which tries to secure a victory at any cost.
 - b. Participants, coaches/directors, and all observers should hold the judge's/adjudicators decision with the highest regard. Talk with the judges/adjudicators, learn all you can from them, and remember that their honesty should be held without question.
 - c. Coaches/Directors and others present should always display proper audience behavior regardless of the nature of the remarks made by the speaker.
 - d. Coaches/Directors should recognize that judging their own students is not the accepted manner in running a tournament.
 - e. The speeches being performed by the students should be the honest efforts of the students involved.
 - f. Cell Phones and other electronic communication devices may not be turned on while in the preparation rooms, competition rooms, or in the awards ceremony. **EXCEPTION:** Cell phones can be turned on in competition rooms to be used as timing devices and/or used in the event(s) deemed acceptable in this manual.
 - g. Video/Audio taping or recording: Per MSHSAA policy, the practice of audiotaping, videotaping, audio recording and/or video recording any Speech and/or Debate performance(s) at any interscholastic event/contest shall be considered unethical and shall not be allowed.
2. **Ethics for Coaches/Directors:**
 - a. Always be on time for judging assignments.
 - b. Always get the approval of the coach/director to change judging assignments.
 - c. If, for some reason, you must leave before a tournament is over, inform the coach/director of your plans.
 - d. Go through the proper channels of appeal without causing "a scene."
 - e. Always use appropriate language.
 - f. It is inappropriate to falsify debate evidence.

- g. Always show respect for the host school and follow the rules for the use of the building.
- h. Remember to always be a positive role model for your students.
- i. Remind students to use social media in a positive manner.
- j. Encourage students to develop original interpretations of their selections.
- k. Never provide coaching/direction/advice to contestant's/debate teams during competition rounds.

3. Ethics for Students:

- a. Respect the activity, their opponents, and the schools they represent.
- b. Courteous audience behavior shall be displayed while viewing any performance.
- c. Debate competitors should respect the ideas and arguments of their opponents as well as the style of debating employed.
- d. It is inappropriate to falsify or plagiarize material. Students should only use internet message boards in a positive manner.
- e. Competitors should not engage in ridiculing, name-calling, belittling, snide remarks, and degrading comments, both in and out of rounds of competition.
- f. Competitors should help maintain an atmosphere of fairness and mutual respect.
- g. Competitors should respect all property at the tournament site, particularly making certain that nothing is disturbed in the contest rooms.
- h. Competitors should do their part in adhering to the tournament schedule.
- i. Competitors should abide by all tournament rules and requests by the tournament staff.
- j. Students should develop original interpretations of their selections.
- k. A contestant/debate team shall not receive coaching/direction/advice from other persons during a competition round.

E. LIMITATIONS

- 1. Student Limitations: Refer to Section 2, By-Law 4.3.1a
- 2. Season Limitations: Refer to Section 2, By-Law 4.3.2 and 4.3.3
- 3. Selection Limitations: Refer to Section 2, By-Law 4.3.1b
 - a. A student shall not give the same speech (or revision of that speech) or present a selection or cutting from the same play or work in more than 11 tournaments, meets or festivals during one school year (inclusive of the Missouri NSDA Tournament, but exclusive of the MSHSAA district tournament and state tournament). This applies to all regular season tournaments.
 - b. A selection shall not be repeated by a student who gave that selection in an interscholastic speech event in any previous school year (grades 9-12). This restriction applies to the regular season and the district and state events. In addition, a selection used by a school in the previous year's district or state events shall not be repeated by that school in the current year's district or state events. The restriction on schools repeating selections applies to the district and state tournaments only. A violation of this provision shall result in disqualification of the entry.
 - c. An individual student shall not use the same selection in a tournament in more than one event. A violation of this provision shall result in disqualification in all but one of the events.
 - d. A selection shall be defined as the entire work from which a cutting is taken, including plays. Adaptations of works which give credit to the original author shall be considered the same selection as the original work even if performed in different events.

F. SCHEDULE ALLOWANCES

For contests held on Monday thru Thursday nights, you may combine a maximum total of six rounds of competition to equal one tournament. Partial contests shall be rounded up so that a student who has participated in less than six rounds of weeknight contests will be deemed to have used one full contest of their 11 eligible tournaments, meets or festivals. It is recommended that all efforts be made to start the last round of an invitational tournament before 9:30 p.m. on Friday nights.

G. COPYRIGHT RESTRICTIONS

It is the responsibility of each coach/director and each school to enforce the Copyright Law.

- 1. Adaptations of books, plays etc., shall not be considered original works; therefore, a letter of permission from the author or a royalty statement shall be submitted with the entry form. Copyrighted, non-royalty material performed exactly as published (not adapted) does not need verification of permission.

H. MATERIAL

Material presented by all participants shall be appropriate for public performance by high school students. Every precaution should be taken to ensure that no questionable materials are selected. If the appropriateness of materials is in doubt, it is recommended that the coach/director have the school's principal approve its usage.

I. DEBATE TOPICS

1. Policy Debate

- a. The topic for debate will be the National Topic chosen by the Discussion and Debate Committee of the National Federation of State High School Associations.
- b. 2024-2025 Debate Topic – Intellectual Property Rights
Resolved: The United States federal government should significantly strengthen its protection of domestic intellectual property rights in copyrights, patents, and/or trademarks.
- c. Low-cost materials on the current year's debate topic may be purchased from the NFHS or the MSHSAA Offices. This year's order consists of four issues of the "Forensic Quarterly" for a cost of \$30.00. Shipment of all issues will be immediate upon receipt of the order in the respective office.

2. Lincoln-Douglas Debate

- a. The topic for debate shall be the bi-monthly topic chosen by the NSDA (National Speech and Debate Association), which is released on the first day of the previous month.
- b. The district and state tournaments shall use the NSDA topic for the month in which the tournament is held.
NOTE: The NSDA Novice LD Debate Topic is not permitted to be used at any regular season debate tournament/invitational.

3. Public Forum Debate

- a. The topic for debate shall be the designated topic for that month as chosen by the NSDA. This topic is generally released on the first day of the month before the topic is used.
- b. The district and state tournaments shall use the NSDA topic for the month in which the tournament is held.

J. ELECTRONIC DEVICES

1. Internet connectivity may be allowed at a tournament's discretion so long as the tournament reasonably attempts to provide access to all competitors. Use of the internet at a tournament should be placed in the invitation. The internet should not be used to communicate with people outside the room of competition.
2. Contestants may use electronic devices (including laptop computers, tablets, and/or cell phones) to access the internet during debate rounds with the following conditions:
 - a. Computers or other electronic devices may not be used to receive information for competitive advantage from non-competitors (coaches, assistant coaches, directors, other students) inside or outside of the room in which the competition occurs. Information that would be restricted would include, but not be limited to, coach/director/nonparticipating competitor general arguments, advice on arguments to run, questions to ask during cross examination, and other information not generated by the participating competitors.
 - b. Internet access may be used to retrieve files, exchange evidence and/or arguments, research arguments, and partner to partner communication. These electronic device guidelines do not limit communication between debate partners during the debate round.
2. Should a tournament choose not to allow internet usage:
 - a. The manager should inform each participating school.
 - b. Cell phones and other electronic communication devices may not be turned on while in the preparation rooms, the competition rooms, or in the awards ceremony. EXCEPTION: Cell phones can be turned on in competition rooms to be used as timing devices, but they cannot be used for any other function during rounds of competition.
 - c. Non-internet connected laptops, E-reader's and tablets are permitted in U.S. Domestic and International Extemporaneous Speaking events.
3. Tablets and E-reader's, without sound or video capabilities, are permitted in Prose Reading and Poetry Reading events.
4. The uses of electronic devices, including cell phones without sound capabilities, are permitted in Radio Speaking.

K. VIOLATIONS

A violation of any rule/regulation for an event will result in disqualification from the event. Any official protest of a disqualification shall be directed to and ruled upon by the tournament grievance committee who has the authority to overturn a disqualification.

L. SPECIAL ACCOMMODATIONS

The school of a competitor with a disability or special need may request specific accommodations or to use special equipment. The following items are required before accommodation requests can be reviewed and considered:

1. A written request from the school, describing the competitor's special needs and the specific accommodations being requested. The letter should include the rule references of applicable NFHS "Sport/Activity" Rules that would be violated without the accommodation.

2. A letter from the parent(s) or guardian confirming the need for an accommodation and approving the accommodation request.
3. A letter from the student's doctor or applicable caregiver describing the medical circumstance or special need, and confirming the need for an accommodation.
4. Photographs of 1) the special equipment, and 2) the student wearing the special equipment, if applicable.

Subsequent requests (after a student is initially approved for an accommodation) will only require the school request (number 1 on the list above).

Written approval from the MSHSAA office is required prior to any competition. During the regular season, the letter of approval from MSHSAA must be presented to meet officials/judges before any accommodations may be used. Please allow ONE WEEK for requests to be reviewed prior to the first competition.

MSHSAA will consider requests if:

1. the sport/activity is not fundamentally altered by the accommodation,
2. the accommodation does not create a risk to either the student or others, and
3. the accommodation does not place opponents at a disadvantage.

SECTION 3: POSTSEASON CRITERIA [\(TOC\)](#)

A. SCHOOLS/INDIVIDUALS

1. Postseason is for member senior high schools only.
2. Schools must register for the activity, including postseason, and pay the registration fee by the annual deadline.
3. A school must have competed in the minimum number of contests for the sport/activity concerned as outlined in By-Law 4.3.5 and By-Law 5.1.2.
4. An individual's name must be submitted on a student-eligibility roster online, and have represented their school in interscholastic competition in that Speech and Debate during the current season.
5. District Entries: Only those students who meet the eligibility standards listed in Section 2 of this manual may participate in the district and state speech events.

B. CLASSIFICATION The district and state tournaments will be administered under an annual classification based upon the total number of schools participating in the activity. There will be a total of two classes. Classification and district assignments will be released on Friday of week # 14.

C. DISTRICT ASSIGNMENTS District assignments, listing host sites and local managers will be published on the MSHSAA website early in the activity season. The assignment criteria utilized for assignment of schools to districts are 1) geographic proximity and 2) numerical balance.

SECTION 4: POSTSEASON ENTRY PROCEDURES (TOC)

A. DISTRICT MEET ENTRY PROCEDURES

1. ENTRIES

Entry information for the district and state events is located on the MSHSAA website (www.mshsaa.org).

- a. District Entries: The entry process is online through the MSHSAA website via the “District Entries” link.
Note: A school may make substitutions to its district tournament entries by submitting the substitutions in the competitor’s names and/or the selection titles in writing to the district manager. Schools shall print off the online invoice and submit payment for entry fees after the completion of the district and state tournament.
- b. Coaches/Directors must indicate with their district and state entries if the school squad includes students requiring special physical accommodations. See section 2 letter L.
- c. Coaches/Directors should only enter students in the district tournament who will be available to represent the school and their district at the state tournament.
- d. To be eligible to enter a team or individual into the District tournament, a school must have competed in at least one competition during the regular season and each individual student must have represented his or her school in at least one interscholastic contest during the season.
- e. Coaches/Directors shall submit all district entries a minimum of 30 days prior to the first day of district competition.
- f. All district tournaments must be completed by Saturday of week # 37.

2. LATE ENTRIES

- a. District entries submitted after the deadline date, but 7 days prior to the district tournament, may be accepted provided the school pays a late penalty of \$100 (the late fee for additional entries submitted by a school that submitted initial entries by the published deadline shall not be assessed if such additional entries are received more than seven days prior to the start of the district tournament).
- b. No additional entries will be accepted 7 days prior to the district tournament. The district manager shall notify the MSHSAA office in writing regarding late entries; MSHSAA shall invoice any school(s) owing a late penalty fee; and the MSHSAA office shall pay all late penalty fees to the host school(s).

3. SUBSTITUTIONS

- a. Substitutions at the district tournament may be made from the list of eligible students included on the school’s student-eligibility roster submitted on the MSHSAA website. Any cancellations should be reported to the manager before the date of the tournament if at all possible.
- b. Substitutions at the state tournament may be made in case of an unforeseen emergency and with prior approval of the MSHSAA Office in team/group events and such substitutes must adhere to the limitations on entries as outlined in the Speech and Debate Manual.
- c. There shall be no substitutions in Debate after the beginning of the first round.
- d. All substitutes must be or have been eligible for the entry in which they are substituting beginning at the district tournament. For example:

District Event Student Entered:

Policy
Lincoln Douglas
Public Forum
U.S. Extemporaneous Speaking
International Extemporaneous Speaking
Entered in 4 events, regardless of further qualifications

Student not eligible for substitution in event

Policy, Lincoln-Douglas, Public Forum
Policy, Lincoln-Douglas, Public Forum
Policy, Lincoln-Douglas, Public Forum
International Extemporaneous Speaking
U.S. Extemporaneous Speaking
5th Entry

NOTE: Members of a “fill-entry” in Policy or Public Forum debate at a district tournament are eligible to substitute in a school’s Policy or Public Forum Debate team at the state tournament in case of an unforeseen emergency provided the substitute(s) would have been eligible to enter the event at the beginning of the district tournament.

4. LIMITATIONS

- a. The maximum number of entries per event a school may enter into the district tournament is outlined in the table below.

Event(s)	Class One	Class Two
Speech	2	3
Debate	2	3

- b. A student may participate in no more than four different events, with no more than three being Individual Events at the district tournament including Debate events. No student shall participate in both U.S. Extemporaneous Speaking and International Extemporaneous Speaking.
- c. A student must use the same selection in all rounds of the district tournament. Likewise, a student must use the same selection in all rounds of the state tournament. It is acceptable, however, to use a different selection at state than the one used at the district tournament.
- d. The district manager shall record the selections utilized by each school to support the repetition rule.

5. **PARTICIPATING SCHOOLS PROVIDE JUDGES/TIMERKEEPERS AT DISTRICTS**

Each participating school must provide judges/timekeepers at the district tournament when requested by the tournament director. For specific details, please refer to the “Administration Regulations district/state tournament” portion of section 5 of the Speech and Debate Manual.

6. **ENTRY REQUIREMENTS FOR EXTEMPORANEOUS SPEAKING**

Each school entering U.S. Extemporaneous Speaking and/or International Extemporaneous Speaking at the district tournament shall submit, along with its entries, a list of five (5) U.S. Extemporaneous topics and/or five (5) International Extemporaneous topics which will collectively serve as the pool for extemporaneous topics for the district tournament. In total, 30 questions shall be written and used for both U.S. and International Speaking events at the district tournament. U.S. topics shall deal with domestic matters and International topics shall deal with foreign matters. Schools qualifying for either extemporaneous speaking division at the state tournament are also requested to submit topics to the tournament manager via the state entry verification process on the MSHSAA website. The due date for these topics shall be one week prior to the start of the district tournament.

7. **ENTRY FEES-Approved by MSHSAA Board of Directors**

Event	District	State
Each Policy Debate Team	\$30.00	\$35.00
Each Public Forum Debate Team	\$30.00	\$35.00
Each Lincoln-Douglas Debate Entry	\$20.00	\$25.00
Each Speech Event	\$10.00	\$12.00
No refunds will be made for any cancellations.		

B. STATE MEET ENTRY PROCEDURES

1. ENTRIES

Entry information for the state events is located on the MSHSAA website (www.mshsaa.org) via the “State Qualifiers” link. **NOTE:** School Activities Directors must register for Speech and Debate, pay the registration fee, and submit a student-eligibility roster online before any materials are sent and assignments are made.

- a. State Entries: The entry process is online through the MSHSAA website. Although students may qualify at a district, they are not considered entered at the state tournament until their schools have submitted/confirmed entries.
 - i. A school shall be fined \$100.00 for each entry dropped or withdrawn from state tournament after the **Tuesday following the final district tournament or week # 38.**
 - ii. The deadline for submitting changes in selections or rosters for the state tournament is the **Tuesday following the final district tournament or week # 38.**
 - iii. An invoice will be generated and appear on each school’s page of the MSHSAA website after the completion of the tournament. This is only viewable by the school AD’s.
- b. Coaches/Directors must indicate with their state entries if the school squad includes students requiring special physical accommodations. See section 2 letter L.

2. SUBSTITUTIONS

- a. Substitutions at the state tournament may be made in case of an unforeseen emergency and with prior approval of the MSHSAA Office in team/group events and such substitutes must adhere to the limitations on entries as listed in the Speech and Debate Manual.
- b. There shall be no substitutions in Debate after the beginning of the first round.
- c. All substitutes must be or have been eligible for the entry in which they are substituting beginning at the district tournament.

District Event Student Entered:

Policy
Lincoln Douglas
Public Forum
U.S. Extemporaneous Speaking
International Extemporaneous Speaking
Entered in 4 events, regardless of further qualifications

Student not eligible for substitution in event

Policy, Lincoln-Douglas, Public Forum
Policy, Lincoln-Douglas, Public Forum
Policy, Lincoln-Douglas, Public Forum
International Extemporaneous Speaking
U.S. Extemporaneous Speaking
5th Entry

NOTE: Members of a “fill-entry” in Policy or Public Forum debate at a district tournament are eligible to substitute in a school’s Policy or Public Forum Debate team at the state tournament in case of an unforeseen emergency provided the substitute(s) would have been eligible to enter the event at the beginning of the district tournament.

3. LIMITATIONS

A student must use the same selection in all rounds of the district tournament. Likewise, a student must use the same selection in all rounds of the state tournament. It is acceptable, however, to use a different selection at state than the one used at the district tournament.

4. ENTRY REQUIREMENTS FOR EXTEMPORANEOUS SPEAKING

Each school qualifying in U.S. Extemporaneous Speaking and/or International Extemporaneous Speaking shall submit, along with its entries, a list of five (5) U.S. Extemporaneous topics and/or (5) International Extemporaneous topics which will collectively assist with the pool for extemporaneous topics for the state tournament. In total, 30 questions shall be written and used for both U.S. and International Speaking events at the state tournament. U.S. topics shall deal with domestic matters and International topics shall deal with foreign matters. Schools qualifying for either extemporaneous speaking division at the state tournament are also requested to submit topics to the tournament manager via the state entry verification process on the MSHSAA website.

5. ENTRY FEES-Approved by MSHSAA Board of Directors

Event	District	State
Each Policy Debate Team	\$30.00	\$35.00
Each Public Forum Debate Team	\$30.00	\$35.00
Each Lincoln-Douglas Debate Entry	\$20.00	\$25.00
Each Speech Event	\$10.00	\$12.00

No refunds will be made for any cancellations.

SECTION 5: CHAMPIONSHIP SERIES (TOC)
(District Tournament thru the State Championships)

A. POSTSEASON BROADCASTS

1. MSHSAA holds exclusive ALL-PLATFORM DISTRIBUTION rights for AUDIO, DATA and VIDEO for all postseason contests or festivals (beginning with district level through state) in all activities. Any transmission or production of any portion of these events, without the consent of MSHSAA is prohibited. Events are defined as the competition or performance. This includes, but not limited to, using programs such as Facebook Live or YouTube.

B. CLASSIFICATIONS (FRIDAY OF WEEK # 14)

1. Currently, the activity of Speech and Debate is a two-class system as determined by classification procedures outlined in Board Policy and recommendations made by the 2024 Speech, Debate, & Theatre Advisory Committee.
2. Member schools shall be classified annually, for participation in Speech and Debate events on the basis of enrollment in grades 9, 10, and 11 (as reported via the MSHSAA website). Official classifications will be made available no later than Friday on week # 14 of each year. The activity of Speech and Debate aligns with MSHSAA By-Law 5.1 and the Board Of Director’s Policy On Enrollment, Classification, Championship Factor, and Districts. Class 1 is divided into 8 districts and Class 2 is divided into 4 districts. If there is an enrollment tie across a classification break, tied schools would be moved down into the lower class. Coaches/Directors are advised to check and verify their official classification each year via the MSHSAA website.
3. The activity of Speech and Debate has a district tournament, and Class 1 districts qualify the top four in each Individual Event and Debate Event, whereby Class 2 districts qualify the top eight in each Individual Event and Debate Event to the state championships.

C. DISTRICT TOURNAMENTS

1. TOURNAMENT MANAGEMENT

- a. The site selection process deployed by the MSHSAA office will be used to determine the district host. District assignments, listing host sites and local managers, will be published on the MSHSAA website early in the season. The assignment criteria utilized for the assignment of schools to districts are (1) geographic proximity and (2) approximate numerical balance.
 NOTE: The district manager should announce that the April NSDA topic for Public Forum Debate shall be used at the state tournament.
- b. A district manager will be appointed by the MSHSAA office to assume responsibility for administering the district tournament under provisions included in this manual. District Managers will be appointed after the district schools have selected the host site for the competition.
- c. The manager shall appoint a committee of three Speech and/or Debate coaches/directors from participating schools to assist in the tabulation of the district tournament and a second committee of three to serve as a grievance committee with the district manager. The members appointed to these committees should be rotated from one year to the next.
 NOTE: It is advised to have separate Speech and Debate grievance committees at district and state tournaments.
- d. All facilities must comply with Title III of the American with Disabilities Act as a place of public accommodation.

D. TOURNAMENT EVENTS

1. TOURNAMENT EVENTS:

Lincoln-Douglas Debate	Humorous Interpretation	Storytelling
Policy Debate	Informative Speaking	U.S. Extemporaneous Speaking
Public Forum	Original Oratory	International Extemporaneous Speaking
Dramatic Interpretation	Poetry Reading	
Duet Acting	Prose Reading	
Duo Interpretation	Radio Speaking	
In addition to those events above, other events may be held at the district tournaments; however, MSHSAA will not pay expenses nor accept qualifiers from additional events.		

E. INSTRUCTIONS FOR JUDGES

1. Each event shall have at least one judge, and each event shall have a timekeeper. If a coach/director refuses to judge, his/her team or contestant will forfeit that round.
2. In the event that a timekeeper does not show up to start a round of competition, the judges should NOT wait for a timekeeper to arrive. The round should begin as scheduled.
3. Timekeepers shall adhere strictly to the time schedule and shall notify the judge when a contestant exceeds the time limit rather than stopping the performance. Time cards should be used to indicate time remaining to the performer for all events. Contestants who exceed the time limit may be penalized by the lowering of the contestant's speaking rank by one or more places in the final ranking for that round, and in debate by the reduction of quality points and/or speaker ranks, and is to be determined by the judge's discretion. NOTE: Judges may allow a grace period for audience reaction, except in Radio Speaking, U.S. Extemporaneous Speaking and International Extemporaneous Speaking.
4. Judges in any event are to use the standard critic evaluation form for that event, as published by MSHSAA and provided by the tournament director. Judges shall provide complete written comments on all ballots in order to make the experience educational. A clear reason for decision is required on all ballots. A judge shall evaluate each performance independently and shall not collaborate with other judges when assigning rankings or ratings.
5. Ratings which will appear on the standard critic form are defined as follows:
 - a. EXCELLENT: Shall represent an outstanding performance. (The number of excellent ratings given shall not be limited by the number qualifying for state competition. Qualification for state competition is determined by the ranking provided the manager by the judge and not whether or not the performance received an excellent rating.)
 - b. SUPERIOR: Shall represent a performance that is outstanding in many but not all respects.
 - c. GOOD: Shall represent a good performance that may be above average in some respects and below average in others, but not outstanding in any respect.
 - d. AVERAGE: Shall represent a performance that is poor in some respects and not above average in any respect.
 - e. BELOW AVERAGE: Shall represent a performance that is poor in most respects.
6. No judge is to designate any rank for the purpose of making an award of any type other than provided for in this manual.
7. Each judge in the district speech events shall be provided a certification ranking form for each event he/she judges. The judge shall rank the contestants in each event judged.
8. No oral critiques are permitted in any event. The judge shall not reveal the ranking or rating of a team or individual.
9. After the last presentation in an event, the judge shall take the completed evaluation forms to the TAB room/tournament director who shall record the rank and ratings and post the results.
10. The judge shall keep in mind that he/she is judging high school students and not college or professional groups. The judge's comments should be presented so that they provide an educational experience. Specific suggestions should be written on the individual evaluation forms to help make the ratings meaningful and in such a way that the student is encouraged to try to do better the next time. A clear reason for decision is required on all ballots.
11. Debate judges shall write the debater's rank after the speaker's name on the ballot.
12. Debate judges shall be responsible to deal with challenges. The challenge shall be made during the round. If evidence is from a brief and in error, and better evidence is provided, then the judge shall weigh in his/her regular decision. Other challenges shall be reported to the manager following the completion of the round. Please refer to the regulations and judging section for that event for more specific procedures.
13. In debate at the state tournament two judges from the same district shall not judge together in the same room. Also, a judge from one district shall not judge a debate entrant from the same district.
14. The Board of Directors shall set fees for judges in the district and state events.
15. Judges shall consult evaluative criteria for the events they are to judge. A violation of the regulations for the event shall be noted to the manager.
16. Judges of speech events at the state tournaments shall rank and rate each contestant in the two preliminary rounds. The eight performers with the lowest rankings at the end of the two preliminary rounds will qualify for a final round.
17. The district manager shall inform all judges that they should excuse themselves from rounds where they may have a conflict of interest with contestants or schools and, in such situations, a judge should notify the judge coordinator.
18. No judge shall judge the same student in the same speech event more than once in the same tournament.
19. A critic shall not attempt to recruit high school speech students participating in district or state events in which he/she is acting as a critic. The MSHSAA Board of Directors is opposed to any recruiting of high school students during the time a tournament is in progress because of the possibility that this distraction may affect the student's performance.
20. Cell phones and other electronic communication devices may not be turned on while in the preparation rooms, the competition rooms or in the awards ceremony. EXCEPTION: Cell phones can be turned on in competition rooms to be used as timing devices, but they cannot be used for any other function during rounds of competition.
21. The use of electronic retrieval devices shall be permitted during all debate rounds and in the preparation room for Extemporaneous Speaking. For additional details pertinent to internet access, refer to Appendix E.

F. ADMINISTRATIVE REGULATIONS DISTRICT & STATE

1. TOURNAMENT COMMITTEE:

The manager shall appoint a tournament/grievance committee of three speech coaches/directors from participating schools to serve on a committee to assist in the management of the tournament, to assign judges in order to avoid the possibility of a conflict of interests, and to serve with him/her as a Grievance Committee to rule on questions arising at the tournament (appointed committee members should be rotated from one year to the next).

- a. The committee shall include the MSHSAA Speech and Debate Advisory Committee member from the district when available and at least one coach/director from one of the smaller schools participating in the tournament.
- b. Should a member of the committee's school be involved in the grievance, the committee member shall be replaced with a committee alternate and if the alternate is not available someone may be appointed to serve in this capacity by the tournament manager.

NOTE: The committee can determine that no one is allowed to watch/scout in the preliminary rounds.

2. TAB COMMITTEE:

The manager shall appoint a Tab Committee of speech and debate coaches/directors from participating schools, which should reflect the various size schools participating in the tournament (appointed committee members should be rotated from one year to the next). If the host school provides personnel to tabulate results relieving school coaches/directors from this responsibility, a Tab Committee shall still be established to oversee the tabulation of the events throughout the tournament.

3. PRE-TOURNAMENT MEETING:

Coaches/Directors should expect to attend a pre-tournament meeting for the purpose of discussing administrative procedures, judging requirements, and any possible problems.

4. TAB ROOM:

The tab room shall be open to coaches/directors. Those coaches/directors working in the tab room are not obligated to judge.

- a. The tab room may be closed as results are returned so the committee may record the necessary information, but the room will be reopened following each return.
- b. Individuals working in the tab room should not discuss the standings with other individuals during the course of the tournament.

5. PROTESTS:

All protests shall be directed to the tournament manager in writing as soon as infractions to the rules are discovered, including prior to the tournament. Any protest based on failure to follow the regulations contained in this manual shall be made to the tournament manager. Any performance which is in violation shall be disqualified.

NOTE: Please read the section entitled "Posting Results" found later in the manual regarding when results are considered to be final and the "MSHSAA Policy for On-Site Protests of Speech, Debate, and Theatre Contests".

6. JUDGES FEES AND EXPENSES FOR THE DISTRICT TOURNAMENT:

- a. Speech (Individual Events): judges shall be paid at \$12.00 per round judged.
- b. Debate: Policy Debate judges shall be paid \$12.00 per round judged. Lincoln-Douglas and Public Forum Debate judges shall be paid \$6.00 per flight judged (\$12 per round judged).
- c. Travel expenses: When a judge must be secured from outside of the city in which the tournament is held, the individual shall be reimbursed for transportation expenses at the rate of 40 cents per mile per car actually driven if the judge travels by automobile, or shall be reimbursed for other transportation expenses actually incurred. Any meals provided to judges by the host school shall not be charged to expenses of the tournament without pre-approval by the MSHSAA office.
- d. All expenses incurred in the administration of the district event must be approved by the MSHSAA Office.

7. JUDGES FEES AND EXPENSES FOR THE STATE TOURNAMENT:

- a. Speech event judges shall be paid \$100.00 per day, provided the individual judges a minimum of 5 hours. These judges shall be paid \$50.00 per half day, provided the individual judges a minimum of 2.5 hours.
- b. Debate: Policy Debate judges shall be paid \$25.00 per round judged. Lincoln-Douglas and Public Forum Debate judges shall be paid \$30.00 per round judged.
- c. Travel expenses: When a judge must be secured from outside of the city in which the tournament is held, the individual shall be reimbursed for transportation expenses at the rate of 40 cents per mile per car actually driven if the judge travels by automobile. The judge shall be reimbursed for other transportation expenses actually incurred.

8. **UNITED STATES/INTERNATIONAL EXTEMPORANEOUS SPEAKING:**

- a. A list of 30 questions shall be written for both United States and International Extemporaneous Speaking events at both the district and state tournament. The questions should be randomly sorted into three sets of 10 questions, with each set being used in one round of competition.

G. DISTRICT TOURNAMENT INFORMATION

1. GENERAL GUIDELINES:

- a. The order of performances shall be established by the local manager.
- b. A list of participants in each event shall be posted. Participants will perform in the order in which their names appear on the list. If unable to do so because of a schedule conflict, the coach/director shall contact the tournament manager for an adjustment in the schedule.
- c. Any speech or debate entry that arrives after the scheduled time, through no fault of the tournament, shall be subject to forfeiture in that particular round or event.
 - i. The manager shall be authorized to make an exception when the entry is late or does not compete as scheduled because of emergency reasons beyond the control of the concerned party.
 - ii. The rescheduling must not present an unreasonable inconvenience for the other participating schools.
- d. Any entry which does not participate as scheduled shall forfeit and be subject to disqualification from the tournament. Advancement into the next scheduled round of competition shall be forfeited by the entry and any place earned shall be nullified.
 - i. The debate team which forfeits shall receive a "3-4" debater's rank and points equal to the average they received in remaining rounds.
 - ii. The team which received a forfeit/bye win shall receive for that round the average of the total win-loss records of their other opponents' preliminary rounds. This team shall also receive the average of their ranks and quality points for their other preliminary rounds.
 - iii. A Lincoln-Douglas Debate entry that forfeits a round shall receive losses from all judges and is to receive the lowest total speaker points.
 - iv. A speech event entry which forfeits will receive a ranking equal to the lowest possible rank that could be received in any section of the event; i.e., three sections with two sections having eight contestants and one section having nine contestants. In this case, the forfeited ranking would be nine.
 - v. If a student performs in the wrong room, he/she shall be ranked last in that section.
 - vi. If a disqualification occurs prior to the elimination rounds, the entry is removed from consideration for the elimination rounds. If the disqualification occurs after the elimination rounds have been posted, then the forfeit rule would be enacted. Regardless of when a disqualification occurs, prior ranks and records would not be adjusted.
- e. SpeechWire will be used at the district tournament and expenses will be covered by MSHSAA.
- f. Each participating school must provide judges at the district tournament when requested by the tournament Director. For additional details, please reference section 5-G concerning judges.

2. DEBATE EVENTS:

a. POLICY

- i. All teams entered shall engage in four (4) preliminary rounds of debate at a district tournament, except when there are only two teams entered in a tournament, in which case only a single final elimination round shall be held.
- ii. Schedule: The schools that are to meet in the tournament shall be determined as follows:
 - a) Coaches/Directors entering two or three teams (depending upon class) shall designate their team's "A", "B", and "C" on the school entry form. A school's stronger team need not be designated its "A" team
 - b) If a bye is necessary, the bye shall go to the remaining "B" position after all teams have drawn. District managers are authorized to utilize a "standby" debate team from a participating school in preliminary rounds to avoid bye rounds with the understanding the standby team may NOT advance to the elimination rounds. (A "fill entry" may have to meet another team from its own school.)

Do not start Round One of debate with more than one fill entry.

 - i. District managers shall select a "fill entry," if needed, by conducting a blind draw from those schools that checked the box on the entry form indicating the school's desire to provide such an entry. The draw for a fill team should be conducted right after the entries have been received.
 - ii. Once a "fill entry" becomes a part of the debate schedule it shall remain a part of the schedule until the role of the "fill entry" is terminated by rule by the completion of the preliminary rounds.
 - iii. If a bye is necessary because no "fill entry" is available, all opponents receiving the bye shall have rounds scored as a forfeit. (See District Tournament Information General Guidelines)
 - iv. Once competition has begun, if a vacancy occurs in the debate schedule due to an illness, injury, disqualification or emergency, the forfeit rule shall be invoked for the current round and remaining rounds where the vacancy then appears.
 - c) The tournament manager shall create a schedule consisting of four preliminary rounds for Policy Debate. The preliminary round schedules will follow the parameters listed below:
 - i. No entry shall meet another entry more than once unless there are five or fewer entries in the

tournament.

- ii. Two entries from the same school shall not meet in preliminary rounds.
- iii. Each entry shall debate both affirmative and negative sides of the topic two times and shall alternate sides when possible.
- d) The first two rounds will be randomly scheduled. Round three will be power-matched off of round one. Round four will be power-matched of rounds one and two.
- e) School codes should be set in numerical order by the tournament manager. The school code will be the same for all events.
- f) Rounds do NOT need to be scheduled ahead of time. Rounds should be scheduled once each school has checked in and entries have been confirmed on-site.
- g) A teams are not required to or limited to hitting B teams and B teams are not required to or limited to hitting A teams.

b. **LINCOLN DOUGLAS**

- i. Each debater will compete in four preset rounds of preliminary competition, unless only two participants are entered, in which case only a single final elimination round shall be held.
- ii. Scheduling will be handled just as it is in Policy Debate. The debates will be scheduled so that they run two to every one of Policy Debate.
 - a) Each judge will judge two debates per round.

c. **PUBLIC FORUM**

- i. Each debate team will compete in four preset rounds of preliminary competition, unless only two teams are entered, in which case only a single final elimination round shall be held.
- ii. Scheduling will be handled just as it is in Policy Debate.
 - a) The debates will be scheduled so that they run two to every one of Policy Debate.
 - b) Each judge will judge two debates per round.

d. **DEBATE ADMINISTRATION**

- i. There shall be no substitutions after the first round of debate. A school violating this regulation shall be disqualified.
- ii. A school receiving a forfeit shall receive a win with debater rank and points equal to the average they received in remaining rounds. The debate team which forfeits shall receive a "3-4" debater's rank and points equal to the average received in the remaining rounds. The Lincoln-Douglas contestant that forfeits shall receive losses from all judges and is to receive the lowest total speaker points possible.
- iii. The following procedures shall be used in the elimination rounds.
 - a) The top eight (8) seeds shall advance to a quarterfinal round. Elimination rounds will use a standard bracket with the top seed hitting the 8th seed, the 2nd seed hitting the 7th seed, the 3rd seed hitting the 6th seed, and the 4th seed hitting the 5th seed. The winners of the quarterfinal round shall advance to a semifinal round. The winners of the semifinal round shall debate a final round to determine first and second places. All four winners of the quarterfinal round shall advance to the state tournament in class one and all quarterfinalists in class two shall advance to the state tournament.
- iv. The following steps shall be applied in the order listed to break the tie, should a tie occur after the four preset preliminary rounds.

NOTE: For byes/forfeits, please refer to the District Tournament Information General Guidelines outlined previously in this section.

For ties in Lincoln-Douglas Debate, please refer to items a, c, e, f, and g in that order, and in Public Forum Debate, to items a, b, c, d, and e, in that order.

 - a) The entry with the best total win-loss record (all ballots) shall be advanced.
 - b) The entry with the best (lowest) debater rankings shall be advanced. Judges shall be instructed to write the debaters rank after the debater's name on the ballot. (This applies to Policy and Public Forum Debates only).
 - c) The school to be advanced shall be that which has competed against opponents with the greatest number of *preliminary round total wins*.
 - d) If the tie is not broken under c) above, the team shall be advanced whose opponents have the best (lowest) debater rankings. (This applies to Policy and Public Forum Debates only).
 - e) If the tie cannot be resolved under c) above, the team with the greatest number of speaker points shall be advanced.
 - f) If the tie still is not broken, the team shall be advanced whose opponents have the greatest number of points.

- g) In the case of an unbreakable tie, additional elimination rounds may be held.
- v. Team pairings for the elimination round(s) shall be based on the win-loss records for the preliminary rounds.
- vi. For all Policy and Lincoln Douglas elimination rounds, teams shall flip a coin to determine sides to uphold unless the teams have previously met in the tournament. In such case, they shall debate sides opposite to those upheld in the previous meeting.
- vii. For all Public Forum rounds: Immediately prior to each debate, there shall be a coin flip. The team winning the flip will select either the side (pro or con) or the speaking position (first or second) that they prefer. The team losing the flip is then allowed to choose their preference for side or speaker position (whichever the winning team did not choose).
- viii. If two teams from the same school meet in an elimination round, they shall debate as drawn.

3. **SPEECH EVENTS**

- a. All contestants in the speech events at the district and state speech tournaments will participate in two preliminary rounds. They will be scheduled into sections by random draw.
 - i. At the district and state tournament the eight (8) performers with the lowest rankings at the completion of the two preliminary rounds will be advanced to a final round of competition.
 - ii. If a tie should occur in a speech event, the following tie-breaking procedure shall be utilized to determine the contestants who will advance to the final round at the tournament in the order listed:
 - a) Rank
 - b) Reciprocals**
 - c) Quality Points*
 - d) Adjusted Quality Points***
 - e) In the event of an unbreakable tie all entries involved in the tie shall be awarded the highest place for which they are tied and should the tie be for a position to advance to the next round of competition or a qualifying position for the state tournament then all entries involved in the tie advance.
 - iii. Upon the completion of the final round the judges' rankings shall be tabulated to determine the placing in each event.
 - a) Should ties occur in the final round, the following criteria will be applied in descending order:
 - i. Judges Preference* (applies to a two-way tie only)
 - ii. Reciprocals**
 - iii. Preliminary Ranks
 - b) If a tie is not broken by applying these three steps, the tie-breaking procedure for determining qualifiers for the finals will be utilized.
 - iv. The order of the performance of the final round of speech events shall be determined by a random draw and contestants shall be expected to perform in the order established. Speaker position shall be adjusted to avoid:
 - a) Conflicts with another event in which a student(s) is participating.
 - b) Scheduling students with the same selection back to back.

NOTE: If a student is double entered in the final round of debate and the final round of extemporaneous speaking at the state tournament, the schedule conflict will be resolved by adjusting the speaking order for extemporaneous speaking if possible. If this is not possible, the student will speak first in the final round of extemporaneous speaking and the final round of debate will be delayed.

4. **POSTING RESULTS**

- All results for the tournament will be posted in advance following the schedule below. Any error must be corrected at the appropriate time listed.
- a. Following the end of preliminaries and before the elimination rounds all grids and ballots are to be available to the directors to verify the accuracy of the results in each event during an allowed twenty (20) minute time period and that a five (5) minute time period be allowed for the purpose of verifying results between elimination rounds in debate with all results being final once the next round begins.
 - b. Results will be final 20 minutes after the announcing and/or posting of results.
 - c. The grievance committee shall be allowed to correct clerical errors beyond the stated time limits if such action will not delay the tournament.

5. **JUDGES**

- a. Debate: Two judges shall be used for preliminary rounds of debate (provided qualified people are available) unless a majority of the coaches/director's desire to use only one judge. Three judges shall be used for all elimination debates.
 - i. High school coaches/directors will be assigned to judge preliminary rounds of Policy, Lincoln-Douglas, and Public Forum debates, at both the district and state tournaments but shall not be paid. For the district tournament, each

school shall be prepared to provide one judge for each debate event entered in classes one and two and class two schools will be required to bring one additional judge overall IF they have a 3rd debate entry in any single debate event. Schools that qualify four or more students in debate for the state tournament shall be required to provide a second debate judge and class two schools qualifying eight or more students shall be required to provide a third debate judge. If a coach/director refuses to judge or fails to provide a qualified person to judge, the school will be required to pay the fees for a hired judge; and if a coach/director does not report to judge on the day of the tournament, all of his/her entries will forfeit that round. Any coach/director who fails to fulfill his/her judging assignment(s) at the state tournament shall be fined \$50. District tournament managers shall submit Special Reports to the MSHSAA office on all coaches/directors who do not fulfill their judging assignments.

- ii. No debate judge at both the district and state tournaments shall hear the same team (or individual) debate the same side more than once, and it is recommended that a judge hear the same team (or individual) only once regardless of sides debated.
- iii. A panel of three school coaches/directors, if available, shall be used to judge the final round of LD, P, and PF debate at both the district and state tournaments. All coaches/directors having a student qualify for the final round in a speech event at the state tournament shall be required to be available to judge the final round of LD, P, and PF debate and must report to the tournament headquarters for assignment.
- iv. All coaches/directors who have students entered in debate events are required to be available to judge one round beyond the elimination of their schools' debaters at both the district and state tournaments. At least one judge on each panel shall be a school judge.

NOTE: If you qualify in debate, be prepared to judge any of the three debates.

- b. Speech Events: Up to three judges may be used for each round of speech events. High school coaches/directors will be assigned to judge speech events at both the district and state tournaments, but shall not be paid. For the district tournament, each school shall be prepared to provide one judge for every seven entries in Speech events, not to exceed three judges total for class one schools and not to exceed five judges total for class two schools. Should a coach/director refuse to judge or fail to provide another qualified representative accepted by the tournament manager without justifiable reasons, all of his/her participants shall forfeit that round. Any coach/director who fails to fulfill his/her judging assignment(s) at the state tournament shall be fined \$50.
 - i. In preliminary rounds of speech events at the state tournament two judges shall be used and both judges will be high school coaches/directors whenever possible. Whenever possible the two schools' judges will not be from the same district. High school coaches/directors assigned to judge shall not be paid.
 - ii. All coaches/directors having a student qualify for the final round in a speech event at the district and/or state tournament are required to judge in this round and should report to the headquarters or tab room to receive the judging assignments and materials.
 - iii. All coaches/directors are required to be available to judge one round beyond the elimination of their student(s) in speech events at the district tournament.
 - iv. No judge shall judge the same student in the same speech event more than once in the same tournament.

NOTE: If you qualify in one or more speech events, be prepared to judge any of the speech events.

- c. The district manager shall inform all judges that they should excuse themselves from rounds where they may have a conflict of interest with contestants or schools and, in such situations, a judge should notify the tournament manager or the judge coordinator.

NOTE: District managers shall make every effort to use neutral judges, if they are available.
- d. District manager shall make every effort to use neutral judges, if they are available. Coaches/Directors are encouraged to bring extra judges to the district tournaments or to identify to the tournament manager persons who are qualified and available to judge. Hired judges must be out of high school for one complete year. However, hired judges can be in their first year after graduating from high school – if they have no association with any of the schools participating in the tournament.

NOTE: District managers can require each school to bring additional judges.
- e. Oral critiques are not permitted in any event.
- f. Judges will provide complete written comments on all ballots in order to make the experience educational.
- g. If a judge requires clarification of a rule prior to completing his/her ballot, the judge shall consult the tournament manager or his/her designee.
- h. Cell phones and other electronic communication devices may not be turned on while in the preparation rooms, the competition rooms, or in the awards ceremony. EXCEPTION: Cell phones can be turned on in competition rooms to be used as timing devices, but they cannot be used for any other function during rounds of competition.

6. **TIME KEEPING**

- a. Each event shall have a timekeeper.
- b. Timekeepers, which may be judges, shall adhere strictly to the time schedule and shall notify the judge when the contestant exceeds the time schedule rather than stopping the performance.
 - i. Time cards are used to indicate the time remaining and should be visible to the performer at all times.

- c. A student or students who exceed(s) the prescribed time limit for a speech event may be penalized by the lowering of the contestant's speaking rank by one or more places in the final rankings for that round and in debate by a reduction of quality points and/or speaker ranks and is to be determined by the judge's discretion.
 NOTE: In finals, judges may allow a grace period for audience reaction, except in Radio Speaking, U.S. Extemporaneous Speaking and International Extemporaneous Speaking.
 NOTE: In the event that a timekeeper does not show up to start a round of competition, the judges should NOT wait for a timekeeper to arrive. The round should begin as scheduled.

7. DETERMINING QUALIFIERS FOR THE STATE TOURNAMENT

- a. Speech & Debate Events: For Class 1, each district shall certify the top four (4) finishers in each event (both speech and debate) to the state tournament. For Class 2, each district shall certify the top eight (8) finishers in each event (both speech and debate) to the state tournament.
 - i. The certification for speech events is based on the ranking given by the judge of the final round and not on whether or not the performance was rated excellent or superior.
 - a) If a tie for a qualifying position exists in speech and debate events, all entries involved in the tie shall advance.
 NOTE: All tie-breaking procedures should be followed before advancing additional entries to state.
- b. Should a cancellation occur following the drawing of the debate schedule in a district tournament, a fill entry shall be utilized if the schedule does not already include a fill. If so, the fill entry will be dropped.
 NOTE: A fill entry is defined as an entry invited to participate in a tournament already scheduled to make an even number of teams. A fill entry in the district tournament is not permitted to advance into the elimination rounds and shall not be able to place in the tournament.
- c. Certification by the district manager shall be final.

8. DISTRICT AWARDS

- a. Championship Factor Points
 - i. The following processes will be used for determining championship factor points. District tournament sweeps points for speech and debate will be summed for each school to determine district tournament championship factor points. State tournament sweeps points for speech and debate will be summed for each school to determine state championship factor points. No awards will be given for these overall points leaders, leaving the structure used to determine the speech championship team and the debate championship team will remain. The championship factor points procedure will follow board policy outlined in the 2024-2025 Official MSHSAA Handbook.
- b. Medals
 - i. All Individual Events, as well as Duet Acting and Duo Interpretation, will be awarded medals for places one (1) through eight (8) (Duet Acting and Duo Interpretation will receive two medals per place).
 - ii. Lincoln-Douglas, Policy and Public Forum Debate will be awarded medals for places one (1) through eight (8) (Policy and Public Forum will receive two medals per place).
- c. Plaques
 - i. Team Championship Plaques will be awarded for places one (1) and two (2) in Speech competition and in Debate competition, based on the point system below.
 - ii. Sweepstakes points should be awarded in cases where only one team entry is made.

Speech Team Trophy Point System

1st Place:	10 points
2nd Place:	8 points
3rd Place:	6 points
4th Place:	5 points
5th Place:	4 points
6th Place:	3 points
7th Place:	2 points
8th Place:	1 point

Debate Team Trophy Point System

1st Place:	10 points
2nd Place:	8 points
Semifinalists:	6 points
Quarterfinalists:	4 points
No tiebreaker in place	

No tiebreaker in place

H. STATE TOURNAMENT INFORMATION

1. GENERAL INFORMATION:

The 2024 MSHSAA State Speech and Debate Championships is April 25-26, 2025, hosted by Missouri State University in Springfield, Mo. The state tournament will be open only to those individuals and teams who qualify at the district tournament and who are certified by the district managers. Qualifiers are not required to use the same selections and/or topic at both the district and state events. The deadline for submitted changes in selections for the state tournament is the Tuesday following the last district tournament.

Policy, Lincoln-Douglas and Public Forum Debate:	April 25, 2025 (Finals April 26, 2025)
Individual Speech Events & Debate Finals:	April 26, 2025

2. SCHEDULE:

- a. A schedule of performance times for the schools' entries will be released at 7:00 a.m. on the date of competition. After receiving the schedule, please check the schedule carefully to avoid any conflicts and notify the MSHSAA Assistant Executive Director in charge of Speech and Debate immediately in the event a conflict is present.
- b. All schools and contestants are required to perform at their assigned sites at the state tournament in all events as originally established by the tournament administration.
- c. Schools will be assigned a code number for the state tournament. Entries in speech events will be identified by the assigned code number at the state tournament and not by the school name.
- d. Critic forms will be available at the end of the tournament, and those not picked up will be mailed to each participating school by the MSHSAA Office upon request from the school following the event. Oral critiques are not permitted.

3. DEBATE EVENTS:

High school coaches/directors will be assigned to judge preliminary rounds of Policy, Lincoln-Douglas and Public Forum debates, at both the district and state tournaments, but shall not be paid. *Schools that qualify four or more students in debate for the state tournament shall be required to provide a second debate judge.* If a coach/director refused to judge or fails to provide a qualified person to judge, the school will be required to pay the fees for a hired judge, and if a coach/director does not report to judge on the day of the tournament, all of his/her entries will forfeit that round. Any coach/director who fails to fulfill his/her judging assignment(s) at the state tournament shall be fined \$50. Note: if a school has no state qualifier, they are not expected to provide a judge.

- a. Once the schedule has been published, if a vacancy occurs in the debate event due to an illness, injury, disqualification or emergency the forfeit rule shall be invoked. For additional information please reference the District Tournament Information General Guidelines outlined previously in this section.

4. SPEECH EVENTS:

The order of performance for the final round at the state tournament shall be determined by a random draw by the tournament director and a MSHSAA representative. The order of performance shall be announced and posted for the participants.

- a. In preliminary rounds of speech events at the state tournament two judges shall be used and both judges will be high school coaches/directors, whenever possible. High school coaches/directors assigned to judge shall not be paid.
- b. All coaches/directors having a student qualify for the final round in a speech event at the state tournament are required to judge in this round material. Any coach/director having students qualify for the final round of speech events shall also be available to judge the final round in Policy, Lincoln-Douglas or Public Forum debate.

5. COACHES/DIRECTOR'S JUDGING:

Any coach/director who fails to fulfill his/her judging assignment(s) at the state tournament shall be fined \$50 per round.

6. TIME KEEPING AT STATE:

While it is not a requirement for schools to provide timekeepers at the state competition, judges are responsible for ensuring all time requirements are adhered to during events that have time requirements for competition purposes.

7. **TENTATIVE STATE TOURNAMENT TIME SCHEDULE (final schedule to be finalized with SpeechWire)**

Friday, April 25, 2025

7:30 am	Packet pick-up begins:
7:45 am	General Meeting-Coaches and Directors
8:00 am	Coaches/Directors and hired judges pick up ballots
8:00 am	Timekeepers check out watches/time cards
8:30 am	Debate Prelims begin
9:00 am	Ballot Filing throughout the day
5:45 pm	Debate Quarters begin
7:30 pm	Debate Semis begin

Saturday, April 26, 2025

7:30 am	IE Packet Pick-up (Including IE Ballots) begins
7:45 am	General Meeting-Coaches and Directors
8:00 am	Timekeepers check out watches/time cards
8:45 am	Individual Events begin (file IE ballots beginning at 11:00 a.m.)
10:00 am	Selection and Coordination of Debate Finals Judges Ballot filing throughout the day
10:30 am	Secondary Preliminary Round Of Individual Events
12:30 pm	Meeting to set up IE Finals
12:30 pm	Debate Finals begin
1:00 pm	Extemporaneous Draws
1:30 pm	IE (except for Extemporaneous) Finals begin
1:30 pm	Extemporaneous Finals begin
4:00 pm	Awards Ceremony-Plaster Student Union Theatre

- a. An awards assembly will be held Saturday following the final round of all speech events to recognize the place winners for all individual and duet acting events, as well as debate events. Coaches/Directors and non-award winners may accept medals/awards for students but may not be in the event photograph.

8. **JUDGES:**

- a. Debate: Two judges shall be used for preliminary rounds of debate (provided qualified people are available) unless a majority of the coaches/director's desire to use only one judge. Three judges shall be used for all elimination debates.
- High school coaches/directors will be assigned to judge preliminary rounds of Policy, Lincoln-Douglas, and Public Forum debates, at both the district and state tournaments but shall not be paid. *Schools that qualify four or more students in debate for the state tournament shall be required to provide a second debate judge and schools in class two qualifying eight or more students to the state tournament shall be required to provide a third debate judge.* If a coach/director refuses to judge or fails to provide a qualified person to judge, the school will be required to pay the fees for a hired judge; and if a coach/director does not report to judge on the day of the tournament, all of his/her entries will forfeit that round. Any coach/director who fails to fulfill his/her judging assignment(s) at the state tournament shall be fined \$50 per round. State and district tournament managers shall submit Special Reports to the MSHSAA office on all directors who do not fulfill their judging assignments.
 - No debate judge at both the district and state tournaments shall hear the same team (or individual) debate the same side more than once, and it is recommended that a judge hear the same team (or individual) only once regardless of sides debated.
 - A panel of three school coaches/directors, if available, shall be used to judge the final round of Policy, Lincoln-Douglas and Public Forum debate at both the district and state tournaments. All coaches/directors having a student qualify for the final round in a speech event at the state tournament shall be required to be available to judge the final round of Policy, Lincoln-Douglas and Public Forum debate and must report to the tournament headquarters for assignment.
 - All coaches/directors who have students entered in debate events are required to be available to judge one round beyond the elimination of their schools' debaters at both the district and state tournaments.*
 - Unless unavoidable, a school judge should not judge a debate team that eliminated their debate team in a previous elimination round.

NOTE: If you qualify in debate, be prepared to judge any of the three debates.

- b. Speech Events: Up to three judges may be used for each round of speech events. High school coaches/directors will be assigned to judge speech events at both the district and state tournaments, but shall not be paid. Should a coach/director refuse to judge or fail to provide another qualified representative accepted by the tournament manager without justifiable reasons, all of his/her participants shall forfeit that round. Any coach/director who fails to fulfill his/her judging

assignment(s) at the state tournament shall be fined \$50 per round.

- i. In preliminary rounds of speech events at the state tournament two judges shall be used and both judges will be high school coaches/directors whenever possible. Whenever possible the two schools' judges will not be from the same district. High school coaches/directors assigned to judge shall not be paid.
 - ii. All coaches/directors having a student qualify for the final round in a speech event at the district and/or state tournament are required to judge in this round and should report to the headquarters or tab room to receive the judging assignments and materials.
 - iii. All coaches/directors are required to be available to judge one round beyond the elimination of their student(s) in speech events at the district tournament.
 - iv. No judge shall judge the same student in the same speech event more than once in the same tournament.
NOTE: If you qualify in one or more speech events, be prepared to judge any of the speech events.
- c. The state manager shall inform all judges that they should excuse themselves from rounds where they may have a conflict of interest with contestants or schools and, in such situations, a judge should notify the tournament manager or the judge coordinator.
NOTE: State manager shall make every effort to use neutral judges, if they are available. Coaches/Directors are encouraged to bring extra judges to the state tournament or to identify to the tournament manager persons who are qualified and available to judge. Hired judges must be in at least their second year after graduating from high school. However, hired judges can be in their first year after graduating from high school – if they have no association with any of the schools participating in the tournament.
NOTE: State manager can require each school to bring a second judge.
- d. Oral critiques are not permitted in any event.
 - e. Judges shall provide complete written comments on all ballots in order to make the experience educational. A clear reason for a decision is required on all ballots.
 - f. If a judge requires clarification of a rule prior to completing his/her ballot, the judge shall consult the tournament manager or his/her designee.
 - g. Cell Phones and other electronic communication devices may not be turned on while in the preparation rooms, competition rooms, or in the awards ceremony. **EXCEPTION:** Cell phones can be turned on in competition rooms to be used as timing devices or used in the event(s) deemed acceptable in this manual.
NOTE: In the event that a timekeeper does not show up to start a round of competition, the judges should NOT wait for a timekeeper to arrive. The round should begin as scheduled.

9. **DISQUALIFICATION:**

If a disqualification occurs prior to the elimination rounds, the entry is removed from consideration for the elimination rounds. If the disqualification occurs after the elimination rounds have been posted, then the forfeit rule would be enacted. Regardless of when a disqualification occurs, prior ranks and records would not be adjusted.

10. **TIME KEEPING:**

- a. Each event shall have a timekeeper.
- b. While it is not a requirement for schools to provide timekeepers at the state competition, judges are responsible for ensuring all time requirements are adhered to during events that have time requirements for competition purposes.
- c. Timekeepers, or judges acting as timekeepers, shall adhere strictly to the time schedule and shall notify the judge when the contestant exceeds the time schedule rather than stopping the performance.
 - i. Time cards should be used to indicate the time remaining and should be visible to the performer at all times.
- d. The elimination rounds of all events at the state tournament, a coach/director/judge timekeeper shall be utilized and each coach/director/judge timekeeper shall provide a stopwatch. In the final round of such events at the state tournament, the panel of judges (school directors) shall ensure time requirements are adhered to.
- e. A student or students who exceed(s) the prescribed time limit for a speech event may be penalized by the lowering of the contestant's speaking rank by one or more places in the final rankings for that round and in debate by a reduction of quality points and/or speaker ranks and is to be determined by the judge's discretion.
NOTE: In finals, judges may allow a grace period for audience reaction, except in Radio Speaking, U.S. Extemporaneous Speaking and International Extemporaneous Speaking.
NOTE: In the event that a timekeeper does not show up to start a round of competition, the judges should NOT wait for a timekeeper to arrive. The round should begin as scheduled.

11. **STATE AWARDS:**

- a. **Championship Factor Points**
 - i. The following processes will be used for determining championship factor points. District tournament sweeps points for speech and debate will be summed for each school to determine district tournament championship factor points. State tournament sweeps points for speech and debate will be summed for each school to determine state championship factor points. No awards will be given for these overall points leaders, leaving the structure used to determine the speech championship team and the debate championship team will remain. The championship factor points procedure will follow board policy outlined in the Official MSHSAA Handbook.
- b. **Medals**
 - i. All Individual Events, as well as Duet Acting and Duo Interpretation will be awarded medals for places one (1) through eight (8) (Duet Acting and Duo Interpretation will receive two medals per place).
 - ii. Lincoln-Douglas, Policy and Public Forum Debate will be awarded medals for places one (1) through eight (8) (Policy and Public Forum will receive two medals per place).
- c. **Trophies**
 - i. Team Championship Trophies will be awarded for places one (1) through four (4) in Speech competition and Debate competition. These awards will be determined by a point system/sweepstakes, illustrated in the charts below.

Speech Team Trophy Point System

1st Place:	10 points
2nd Place:	8 points
3rd Place:	6 points
4th Place:	5 points
5th Place:	4 points
6th Place:	3 points
7th Place:	2 points
8th Place:	1 point

No tiebreaker in place

Debate Team Trophy Point System

1st Place:	10 points
2nd Place:	8 points
Semifinalists:	6 points
Quarterfinalists:	4 points

No tiebreaker in place

12. **POSTSEASON BROADCASTS:**

MSHSAA holds exclusive ALL-PLATFORM DISTRIBUTION rights for AUDIO, DATA and VIDEO for all postseason contests or festivals (beginning with district level through state) in all activities. Any transmission or production of any portion of these events (actual competition or performance), without the consent of MSHSAA is prohibited. This includes, but not limited to, using programs such as Facebook Live or YouTube.

SECTION 6: EVENT REGULATIONS & JUDGING STANDARDS (TOC)

A. POLICY DEBATE

1. A debate team shall consist of two members, who shall debate both the affirmative and negative sides. A school may enter only two two-person teams.
2. Each debater shall present one constructive speech, one cross-examination, and one rebuttal speech. The time and order of speakers shall be as follows:
 - a. Each debate team will be allowed 8 minutes of preparation time during the course of the debate to be divided as it sees fit.
 - b. The prep time will effectively end when the files are shared with an opponent.
 - c. **CONSTRUCTIVE:**

First Affirmative Constructive Speech	8 minutes
A Negative Speaker Cross-examines	3 minutes
First Negative Constructive Speech	8 minutes
An Affirmative Speaker Cross-examines the First Negative Speaker	3 minutes
Second Affirmative Constructive Speech	8 minutes
The Other Negative Speaker Cross-examines the Second Affirmative Speaker	3 minutes
Second Negative Constructive Speech	8 minutes
The Other Affirmative Speaker Cross-examines the Second Negative Speaker	3 minutes

d. **REBUTTAL:**

First Negative Rebuttal	5 minutes
First Affirmative Rebuttal	5 minutes
Second Negative Rebuttal	5 minutes
Second Affirmative Rebuttal	5 minutes
No grace time will be given for debate speeches.	

3. The distribution of evidence, visual aids and published material to debate judges is prohibited, unless requested by the judge.
4. Judging shall be governed by the following provisions:
 - a. The ballot shall be that provided by MSHSAA.
 - b. The judge shall write the debater's rank after the debater's name on the ballot.
 - c. Each debate in the preliminary rounds shall be judged by two persons whenever possible (one judge will be a paid judge and the other a coach/director or other qualified representative accepted by the tournament manager.) All directors who have students entered in debate events are required to be available to judge one round beyond the elimination of their school's debaters at the district and state tournaments. If sufficient numbers of judges are not available, only one judge may be used if such is the desire of the majority of schools. Teams shall be advanced on the basis of ballots won.
 - d. The elimination rounds should be judged by three persons provided judges are available and, at the state tournament, at least one of the three judges may be a school coach/director.
 - e. The final elimination round shall be judged by three persons. At the state tournament, the three judges may be high school directors.
 - f. A judge shall not be informed as to the names of the school represented in a debate. The school shall be identified by number on the ballot.
 - g. No judge shall hear the same team debate the same side more than once and it is recommended that a judge hear the same team only once regardless of sides debated.
5. Judging Criteria
 - a. Analysis and Case: Do the debaters deal with the basic issues? Are the major terms defined? Is the history and background of the questions given? Are the cases clearly organized and easy to follow?
 - b. Attack and Defense: Refutation is not confined to rebuttal speeches; it is interspersed throughout the debate. Do the debaters attack and defend the basic issues? Do the debaters answer satisfactorily those attacks made on their cases by their opponents? Is the rebuttal organized?
 - c. Evidence: Evidence consists of facts, authoritative opinions, and substantial material which supports or denies the proposition. Is the evidence pertinent? Dependable? Is the evidence sufficient to support the case? Does the debater use his/her evidence to establish proof? Does he/she show the relationship between the Statement to be proved and the evidence he/she used to prove it? Is the argument sound?
 - d. Delivery: The debater should speak extemporaneously. Is his/her language adequate? Are his/her speech techniques adequate for his/her needs? The contestant should adapt what he/she says to arguments advanced earlier in the debate. Consider: Courtesy to opponents, directness, fluency, poise, audibility and the use of good English.
 - e. Cross-examination: Cross-examination shall be used to clarify an obscure point, to explore factual error, or to obtain damaging admissions. It should not be used to attack a witness' integrity. The value decreases if the questions do not

evolve from the debate.

NOTE: Oral critiques are not permitted.

6. **Unethical Conduct:** Students participating in interscholastic debate are expected to follow all rules of the event and be ethical in their conduct and practices while preparing for or during debate. All conduct and actions should meet the rules of the event. These same actions should be honest, fair, reputable and good for the activity. It is the responsibility of the speaker to orally deliver the following when introducing evidence in a debate round: primary author(s)' name (last) and year of publication. Any other information such as source, author's qualifications, etc., may be given, but is not required. Should two or more quotations be used from the same source, the author and year must be given orally only for the first piece of evidence from that source. Subsequently, only the author's name is required. Oral citations do not substitute for the written source citation. The full written citation must be provided if requested by an opponent or judge.
 - a. **Challenging Evidence:** It shall be the responsibility of the opponent(s) only to challenge the opposition for the falsification or fabrication of evidence.
 - i. Indictments or protests of the validity of evidence shall be made on substantive grounds.
 - ii. The challenger must have either the original source or a copy of the source being cited, or
 - iii. The challenger must demonstrate that reasonable search has not been able to locate the source. (Such as copies of relevant pages in "Books in Print," "Readers Guide," "P.A.I.S.," etc.)
 - b. **Procedure of Challenge:**
 - i. The challenge must occur during the round.
 - ii. The judge(s) shall make note of the challenge with the round continuing. If evidence is taken from a "handbook" and better evidence is provided the judge(s) shall weigh in the regular decision.
 - iii. Entrants shall report to the tournament manager along with school directors. The manager shall hear the evidence then if needed convene the grievance committee.
 - iv. If challenge is upheld the entrant(s) challenged shall be disqualified from the tournament and lose that round with no other ballots from previous rounds being altered.
 - a) Should a disqualification occur at a district tournament in the preliminary rounds, a fill team, if available, shall be required to provide an entry to complete the preliminary rounds. If a disqualification should occur at the state tournament the disqualified team shall forfeit all remaining rounds.
 - b) Should the disqualification occur in an elimination round, the challenger(s) shall advance to the next round.
7. A violation of any rule/regulation for this event will result in disqualification from the event. Any official protest of a disqualification shall be directed to and ruled upon by the tournament grievance committee who has the authority to overturn a disqualification.

B. LINCOLN-DOUGLAS DEBATE

1. A form of one-on-one debate that has been utilized often during political campaigns. Only two speakers are involved, one fulfilling the affirmative case responsibilities and the other, the negative. Students should be encouraged to develop a direct and communicative delivery. Because of time limits, a wealth of evidence may or may not be used, but research supported by good background reading is necessary.
2. The district and state tournaments will both use the NSDA topic for March/April.
3. The time limits of the speeches shall be as follows:

NOTE: Each debater will be allowed a total of four (4) minutes of preparation time during the course of the debate to be divided as he/she sees fit.

NOTE: The prep time will effectively end when the files are shared with an opponent.

Affirmative Constructive	6 minutes
Negative Cross-examination	3 minutes
Negative Constructive	7 minutes
Affirmative Cross-examination	3 minutes
Affirmative Rebuttal	4 minutes
Negative Rebuttal	6 minutes
Affirmative Rebuttal	3 minutes
No grace time will be given for debate speeches.	

4. The distribution of evidence, visual aids and published material to debate judges is prohibited unless requested by the judge.
5. Judging shall be governed by the provisions outlined in this manual.
6. Judging Criteria
 - a. Logic: Did the debater demonstrate clear, rational analysis of the proposition?
 - b. Topicality: Did his/her arguments clearly relate to the proposition? Did each debate address the relevant arguments of the opponent?
 - c. General Knowledge: Did the debater have a clear understanding of the topic? Did the debater bring general knowledge to bear on the proposition?
 - d. Persuasion: Is the speaker convincing? Are they sincere? Do they make reasonable and effective appeals to the judge? Is contestant aware of their judge?
 - e. Delivery: Does the debater control rate, volume, emphasis, and tone for maximum persuasive appeal? Do they communicate efficiently and effectively?
 - f. Organization: Are the speeches clearly structured? The focus of the debate should be on the value judgement of the resolution as a whole, however the affirmative and/or negative may choose to articulate that in terms as generally or specifically as they choose.
 - g. In the final analysis the winning debater should be the one who presented the more believable position, who showed that values are more important than policies, and who demonstrated that logic is more important than evidence.
NOTE: Oral critiques are not permitted.
7. Unethical Conduct: Students participating in interscholastic debate are expected to follow all rules of the event and be ethical in their conduct and practices while preparing for or during debate. All conduct and actions should meet the rules of the event. These same actions should be honest, fair, reputable and good for the activity.
It is the responsibility of the speaker to orally deliver the following when introducing evidence in a debate round: primary author(s)' name (last) and year of publication. Any other information such as source, author's qualifications, etc., may be given, but is not required. Should two or more quotations be used from the same source, the author and year must be given orally only for the first piece of evidence from that source. Subsequently, only the author's name is required. Oral citations do not substitute for the written source citation. The full written citation must be provided if requested by an opponent or judge.
 - a. Challenging Evidence: It shall be the responsibility of the opponent(s) only to challenge the opposition for the falsification or fabrication of evidence.
 - i. Indictments or protests of the validity of evidence shall be made on substantive grounds.
 - ii. The challenger must have either the original source or a copy of the source being cited, or
 - iii. The challenger must demonstrate that reasonable search has not been able to locate the source. (Such as copies of relevant pages in "Books in Print," "Readers Guide," "P.A.I.S.," etc.)
 - b. Procedure of Challenge:
 - i. The challenge must occur during the round.
 - ii. The judge(s) shall make note of the challenge with the round continuing. If evidence is taken from a "handbook" and better evidence is provided the judge(s) shall weigh in the regular decision.
 - iii. Entrants shall report to the tournament manager along with school directors. The manager shall hear the evidence then; if needed convene the grievance committee.
 - iv. If challenge is upheld the entrant(s) challenged shall be disqualified from the tournament and lose that round with no other ballots from previous rounds being altered.

- a) Should a disqualification occur at a district tournament in the preliminary rounds, a fill team, if available, shall be required to provide an entry to complete the preliminary rounds. If a disqualification should occur at the state tournament the disqualified team shall forfeit all remaining rounds.
 - b) Should the disqualification occur in an elimination round, the challenger(s) shall advance to the next round.
8. A violation of any rule/regulation for this event will result in disqualification from the event. Any official protest of a disqualification shall be directed to and ruled upon by the tournament grievance committee who has the authority to overturn a disqualification.

C. PUBLIC FORUM DEBATE

1. Public Forum Debate may more appropriately be compared to engagements like a Presidential debate or CNN's Crossfire program. Students present dueling conversational arguments with limited and regulated amounts of clash -- or direct conflict and refutation among speakers. This approach focuses arguments while promoting an atmosphere of discussion. Thus, it is a team debate with an emphasis on conversational delivery, lay judging, and regulated argumentation.
2. A Public Forum Debate team shall consist of two members.
3. Immediately prior to each debate, there shall be a coin flip. The team winning the flip will select either the side (pro or con) or the speaking position (first or second) that they prefer. The team losing the flip is then allowed to choose their preference for side or speaker position (whichever the winning team did not choose).
4. The time and order of speakers shall be as follows (note that the final speeches shall be extended from 1 minute to 2 minutes):

NOTE: Each team will be allowed a total of 3 minutes of preparation time during the course of the debate to be divided as it sees fit.

NOTE: The prep time will effectively end when the files are shared with an opponent.

First Speaker - Team A	4 Minutes
First Speaker - Team B	4 Minutes
Crossfire	3 Minutes
Second Speaker - Team A	4 Minutes
Second Speaker - Team B	4 Minutes
Crossfire	3 Minutes
Summary - First Speaker - Team A	3 Minutes
Summary - First Speaker - Team B	3 Minutes
Grand Crossfire	3 Minutes
Final Focus - Second Speaker - Team A	2 Minutes
Final Focus - Second Speaker - Team B	2 Minutes
No grace time will be given for debate speeches.	

5. The distribution of evidence, visual aids and published material to debate judges is prohibited, unless requested by the judge.
6. Judging shall be governed by the provisions outlined in this manual.
7. Judging Criteria:
 - a. Analysis: Did the debater clearly explain the most important issues in the topic?
 - b. Evidence: Did the debater support arguments with facts and expert opinions?
 - c. Reasoning: Did the conclusions reached by the debater flow from the evidence?
 - d. Crossfire: Were questions relevant and brief? Were answers on point?
 - e. Rebuttal: Did the debater effectively counter the arguments of the opponents?
 - f. Delivery: Was the debater's delivery clean, pleasant, and easily understood?
 - g. No plan arguments should be presented by any debaters.
 - h. In the final analysis the winning team should be the one which presented the more believable position.

NOTE: Oral critiques are not permitted.

8. Unethical Conduct: Students participating in interscholastic debate are expected to follow all rules of the event and be ethical in their conduct and practices while preparing for or during debate. All conduct and actions should meet the rules of the event. These same actions should be honest, fair, reputable and good for the activity. It is the responsibility of the speaker to orally deliver the following when introducing evidence in a debate round: primary author(s)' name (last) and year of publication. Any other information such as source, author's qualifications, etc., may be given, but is not required. Should two or more quotations be used from the same source, the author and year must be given orally only for the first piece of evidence from that source. Subsequently, only the author's name is required. Oral citations do not substitute for the written source citation. The full written citation must be provided if requested by an opponent or judge.
 - a. Challenging Evidence: It shall be the responsibility of the opponent(s) only to challenge the opposition for the falsification or fabrication of evidence.
 - i. Indictments or protests of the validity of evidence shall be made on substantive grounds.
 - ii. The challenger must have either the original source or a copy of the source being sited, or
 - iii. The challenger must demonstrate that reasonable search has not been able to locate the source. (Such as copies of relevant pages in "Books in Print," "Readers Guide," "P.A.I.S.," etc.)
 - b. Procedure of Challenge:
 - i. The challenge must occur during the round.
 - ii. The judge(s) shall make note of the challenge with the round continuing. If evidence is taken from a "handbook" and better evidence is provided the judge(s) shall weigh in the regular decision.
 - iii. Entrants shall report to the tournament manager along with school directors. The manager shall hear the evidence then if needed convene the grievance committee.

- iv. If challenge is upheld the entrant(s) challenged shall be disqualified from the tournament and lose that round with no other ballots from previous rounds being altered.
 - a) Should a disqualification occur at a district tournament in the preliminary rounds, a fill team, if available, shall be required to provide an entry to complete the preliminary rounds. If a disqualification should occur at the state tournament the disqualified team shall forfeit all remaining rounds.
 - b) Should the disqualification occur in an elimination round, the challenger(s) shall advance to the next round.
- 9. A violation of any rule/regulation for this event will result in disqualification from the event. Any official protest of a disqualification shall be directed to and ruled upon by the tournament grievance committee who has the authority to overturn a disqualification.

D. DRAMATIC INTERPRETATION (10 minutes) (NOTE: See Section 2-E-3 concerning repetitions.)

1. A list of participants in each event shall be posted. Participants will perform in the order in which their names appear on the list. If unable to do so because of a schedule conflict, the coach/director shall contact the tournament manager for an adjustment in the schedule.
2. The student entering dramatic interpretation shall:
 - a. Interpret a cutting from published and copyrighted material. The participant shall have available on-site access to the original source of the selection in case material is challenged.
 - b. Give a suitable introduction for his/her cutting; title(s) and author(s) of all selections must be identified.
 - c. Choose material that meets acceptable literary standards.
 - d. Use no costumes or properties.
 - e. Present the interpretation from memory.
3. This event is an oral interpretation. Characterization and action are to be suggested rather than represented. Communication of the interpreter's understanding of the ideas and mood of the scene is of primary importance.
4. Students should develop original interpretation of their selections.
5. The time limit shall be not more than 10 minutes, including the introduction. In the final round, a 30 second grace period may be given for audience reaction.
6. Judging Criteria:
 - a. Selection: Did the selection meet acceptable literary standards? Was the selection worthy of study on the part of the student? Was cutting adequate?
 - b. Introduction: Did the introduction give sufficient information to establish the scene, time, and place of the selection? Did it provide an understanding of what has happened in the plot up to the scene presented? Did it introduce the characters and their importance to the selection as a whole?
 - c. Delivery: Were the voice, gestures and facial expressions adapted to the selection? In the interpretation, were the inflections varied and meaningful? Was tempo correct? Did the student present the selection as an oral interpretation? Suggestion rather than representation is desired in delivery.
 - d. Understanding: Did the student appear to have an understanding of the mood and ideas of the selection? Did he/she understand the author's theme and purpose?
 - e. Character(s): Were the character(s) differentiated clearly? Were the emotional and mental elements of the character(s) understood and projected?
7. A violation of any rule/regulation for this event will result in disqualification from the event. Any official protest of a disqualification shall be directed to and ruled upon by the tournament grievance committee who has the authority to overturn a disqualification.

E. DUET ACTING (10 Minutes) (NOTE: See Section 2-E-3 concerning repetitions.)

1. A list of participants in each event shall be posted. Participants will perform in the order in which their names appear on the list. If unable to do so because of a schedule conflict, the coach/director shall contact the tournament manager for an adjustment in the schedule.
2. Duet and Duo are not the same event. Duet is theatrical acting; Duo is interpretation.
3. A student can be entered in both Duo and Duet, but may not use the same selection in a tournament in more than one event.
4. Two students entering duet acting shall:
 - a. A student shall portray only one character.
 - b. Emphasis should be on-stage focus, interaction between performers and representation as opposed to presentation.
 - c. Present a scene from published and copyrighted material. The participant shall have available on-site access to the original source of the selection in case material is challenged.
 - d. Memorize roles completely.
 - e. Limit stage furnishings to two chairs and one table, which shall be provided by the tournament management only. A violation of this rule shall result in disqualification.
 - f. Use no makeup, costumes or properties of any kind.
 - g. Adequately introduce their selections; title(s) and author(s) of all selections must be identified.
 - h. Choose material that meets acceptable literary standards.
5. Students should develop original interpretation of their selections.
6. The time shall be not more than 10 minutes, including the introduction. In the final round a 30 second grace period may be given for audience reaction.
7. Judging Criteria:
 - a. Selection and Introduction: Did the selection meet acceptable literary standards? Was it properly introduced by one of the actors? Did the introduction adequately set the scene, time and place? Did it provide an understanding of what had happened in the plot up to the scene presented? Did it introduce the characters and their importance in the selection?
 - b. Characterization: Did the actors adequately portray the characters in the scene? Did they stay in character? Did they know and understand their lines? Did they pick up cues? Were the actions and gestures appropriate, movements natural and motivated? Was tempo suitable to this situation? Did the actors contribute appropriate visual aspects and gestures to the characterization?
 - c. Voice and Diction: Were the voices of the actors adapted to the characters they were portraying? Was enunciation and articulation distinct?
 - d. Stage Movement and Business: Did the stage movement and business create a vivid image and help to clarify the author's meaning and intent? Did the performers emphasize on-stage focus, interaction between performers and representation as opposed to presentation?

NOTES: Oral critiques are not permitted. In finals, judges may allow a grace period for audience reaction.
8. A violation of any rule/regulation for this event will result in disqualification from the event. Any official protest of a disqualification shall be directed to and ruled upon by the tournament grievance committee who has the authority to overturn a disqualification.

F. DUO INTERPRETATION (10 Minutes) (NOTE: See Section 2-E-3 concerning repetitions.)

1. A list of participants in each event shall be posted. Participants will perform in the order in which their names appear on the list. If unable to do so because of a schedule conflict, the coach/director shall contact the tournament manager for an adjustment in the schedule.
2. Duet and Duo are not the same event. Duet is theatrical acting; Duo is interpretation.
3. A student can be entered in both Duo and Duet, but may not use the same selection in a tournament in more than one event.
4. Two students entering Duo Interpretation shall:
 - a. Portray one or more characters so long as performance responsibility in the cutting remains as balanced as possible.
 - b. Emphasize off-stage focus, no direct or intentional interaction between performers, and presentational style as opposed to representation. However, performers are allowed to interact with each other during the introduction.
 - c. Present a scene from published and copyrighted material. The participant shall have available on-site access to the original source of the selection in case material is challenged.
 - d. Memorize roles completely.
 - e. Use no makeup, costumes, stage furnishings, or properties of any kind.
 - f. Adequately introduce their selections; title(s) and author(s) of all selections must be identified.
 - g. Choose material that meets acceptable literary standards.
5. Students should develop original interpretation of their selections.
6. The time shall be not more than 10 minutes, including introductions. In the final round a 30 second grace period may be given for audience reaction.
7. Judging Criteria:
 - a. Selection and Introduction: Did the selection meet acceptable literary standards? Was it properly introduced by one of the actors? Did the introduction adequately set the scene, time and place? Did it introduce the characters and their importance in the selection?
 - b. Characterization: Did the actors adequately portray the characters in the scene? Did they know and understand their lines? Did they pick up cues? Were the actions and gestures appropriate, movements natural and motivated? Was tempo suitable to this situation? Did the actors contribute appropriate visual aspects and gestures to the characterization? Were the character(s) differentiated clearly? Were the emotional and mental elements of the character(s) understood and projected?
 - c. Voice and Diction: Were the voices of the actors adapted to the characters they were portraying? Was enunciation and articulation distinct?
 - d. Stage Movement: Did the stage movement create a vivid image? Did the performers emphasize off-stage focus, have no direct or intentional interaction between performers and use presentation as opposed to representation?
 - e. NOTES: Oral critiques are not permitted. In finals, judges may allow a grace period for audience reaction.
8. A violation of any rule/regulation for this event will result in disqualification from the event. Any official protest of a disqualification shall be directed to and ruled upon by the tournament grievance committee who has the authority to overturn a disqualification.

G. HUMOROUS INTERPRETATION (10 Minutes) (NOTE: See Section 2-E-3 concerning repetitions.)

1. A list of participants in each event shall be posted. Participants will perform in the order in which their names appear on the list. If unable to do so because of a schedule conflict, the coach/director shall contact the tournament manager for an adjustment in the schedule.
2. The student entering humorous interpretation shall:
 - a. Interpret a cutting from a published and copyrighted material from memory. The participant shall have available on-site access to the original source of the selection in case material is challenged.
 - b. Give a suitable introduction for his/her cutting; title(s) and author(s) of all selections must be identified.
 - c. Choose material that meets acceptable literary standards.
 - d. Use no costumes or properties.
 - e. Present the interpretation from memory.
3. This event is an oral interpretation. Characterization and action are to be suggested rather than represented. Communication of the interpreter's understanding of the ideas and mood of the scene is of primary importance.
4. Students should develop original interpretation of their selections.
5. The time limit shall be not more than 10 minutes, including the introduction. In the final round, a 30 second grace period may be given for audience reaction.
6. Judging Criteria:
 - a. Selection: Did the selection meet acceptable literary standards? Was the selection worthy of study on the part of the student? Was cutting adequate?
 - b. Introduction: Did the introduction give sufficient information to establish the scene, time, and place of the selection? Did it provide an understanding of what has happened in the plot up to the scene presented? Did it introduce the characters and their importance to the selection as a whole?
 - c. Delivery: Was the voice, gestures and facial expression adapted to the selection? In the interpretation, were the inflections varied and meaningful? Was tempo correct? Did the student present the selection as an oral interpretation? Suggestion rather than representation is desired in delivery.
 - d. Understanding: Did the student appear to understand the mood and ideas of the selection? Did he/she understand the author's theme and purpose?
 - e. Character(s): Were the character(s) differentiated clearly? Were the emotional and mental elements of the character(s) understood and projected?

NOTE: Oral critiques are not permitted. In finals, judges may allow a grace period for audience reaction.
7. A violation of any rule/regulation for this event will result in disqualification from the event. Any official protest of a disqualification shall be directed to and ruled upon by the tournament grievance committee who has the authority to overturn a disqualification.

H. **POETRY READING (8 Minutes) (NOTE: See Section 2-E-3 concerning repetitions.)**

1. A list of participants in each event shall be posted. Participants will perform in the order in which their names appear on the list. If unable to do so because of a schedule conflict the coach/director shall contact the tournament manager for an adjustment in the schedule.
2. The student entering poetry reading shall:
 - a. Read poetry from published and copyrighted literature. The participant shall have available on-site access to the original source of the selection in case material is challenged.
 - b. Prepare an introduction (and transitions, if needed) to the selection or selections; title(s) and author(s) of all selections must be identified.
 - c. Select material from sources other than plays or prose.
 - d. Make the printed page “come alive” for his/her audience.
3. Although the material should be well in mind, it shall not be memorized and shall be read from the printed page with occasional eye contact. The student shall stand in place except for minor stance alterations. The student shall communicate an appreciation of the literature he/she is reading.
4. Students should develop original interpretation of their selections.
5. The time limit shall be not more than eight (8) minutes, including introductions in the final round, a 30 second grace period may be given for audience reaction.
6. Judging Criteria:
 - a. Introduction: Did the introduction serve a useful purpose?
 - b. Comprehension: Did the student appear to understand the meaning, mood, and emotion of the selection or selections?
 - c. Delivery: Although the material should be well in mind, it shall not be memorized and shall be read from the printed page. Was the student's voice suited to the selection? Did it indicate lively imagination and sympathy for the mood of the material, or did it fall into a tone and/or rhythm pattern? Was pronunciation correct? Enunciation clear-cut? Did bodily action contribute to the interpretation?
NOTE: Oral critiques are not permitted. In finals, judges may allow a grace period for audience reaction.
7. ELECTRONICS USE: The use of Tablets and E-Reader's, without sound or video capabilities, are permitted in Poetry Reading.
8. A violation of any rule/regulation for this event will result in disqualification from the event. Any official protest of a disqualification shall be directed to and ruled upon by the tournament grievance committee who has the authority to overturn a disqualification.

I. PROSE READING (8 Minutes) (NOTE: See Section 2-E-3 concerning repetitions.)

1. A list of participants in each event shall be posted. Participants will perform in the order in which their names appear on the list. If unable to do so because of a schedule conflict, the coach/director shall contact the tournament manager for an adjustment in the schedule.
2. The student entering Prose Reading shall:
 - a. Read prose from published and copyrighted literature. The participant shall have available on-site access to the original source of the selection in case material is challenged.
 - b. Prepare an introduction (and transitions, if needed) to the selection or selections; title(s) and author(s) of all selections must be identified.
 - c. Select material from sources other than plays, poetry, verse or novels written in verse, which includes less than 50% dialogue.
 - d. Make the printed page “come alive” for his/her audience.
3. Although the material should be well in mind, it shall not be memorized and shall be read from the printed page with occasional eye contact. The student shall stand in place except for minor stance alterations. The student shall communicate an appreciation of the literature he/she is reading.
4. Students should develop original interpretation of their selections.
5. The time limit shall be not more than eight (8) minutes, including introductions and transitions. In the final round, a 30 second grace period may be given for audience reaction.
6. Judging Criteria:
 - a. Introduction: Did the introduction serve a useful purpose?
 - b. Comprehension: Did the student appear to understand the meaning, mood and emotion of the selection or selections?
 - c. Delivery: Although the material should be well in mind, it shall not be memorized and shall be read from the printed page. Was the student's voice suited to the selection? Did it indicate lively imagination and sympathy for the mood of the material, or did it fall into a tone and/or rhythm pattern? Was pronunciation correct? Enunciation clear-cut? Did bodily action contribute to the interpretation?
NOTE: Oral critiques are not permitted. In finals, judges may allow a grace period for audience reaction.
7. ELECTRONICS USE: The use of Tablets and E-Reader's, without sound or video capabilities, are permitted in Prose Reading.
8. A violation of any rule/regulation for this event will result in disqualification from the event. Any official protest of a disqualification shall be directed to and ruled upon by the tournament grievance committee who has the authority to overturn a disqualification.

J. STORYTELLING (8 Minutes) (NOTE: See Section 2-E-3 concerning repetitions.)

1. A list of participants in each event shall be posted. Participants will perform in the order in which their names appear on the list. If unable to do so because of a schedule conflict, the coach/director shall contact the tournament manager for an adjustment in the schedule.
2. The student entering storytelling shall:
 - a. Perform a published and copyrighted story of his/her choice, originally for children. The participant shall have available on-site access to the original source of the selection in case material is challenged.
 - b. Use no costumes or properties of any type.
 - c. Have the story well enough in mind to share it adequately with the intended audience.
 - d. Prepare an introduction to the selection, which may be given in a standing or seated position; title(s) and author(s) of all selections must be identified.
3. The contestant shall narrate the story: in a combination of his/her own words and original essential phrases.
4. The competitor will use good speaking practices with an emphasis on good conversational style and spontaneous bodily activity.
5. The competitor will perform from a seated position on a chair or stool with all legs of the chair/stool in contact with the floor, throughout the entire performance. The contestant must keep her/his derriere in contact with the seat of the chair or stool, throughout the entire performance, using the stationary chair or stool provided by the tournament host/site.
6. Students should develop original interpretation of their selections.
7. The time limit shall be not more than eight (8) minutes, including the introduction. In the final round, a 30 second grace period may be given for audience reaction.
8. Judging Criteria:
 - a. Introduction: Did the introduction adequately prepare the audience for the story?
 - b. Understanding: Did the student appear to understand the meaning, mood, and emotion of the story?
 - c. Delivery: Was it narrated by the contestant in a combination of his/her own words and original essential phrases from the author without the use of notes? Did the student have the story well enough in mind to share it adequately with the intended (age group) audience? Were good speaking practices used with emphasis on good conversational style and spontaneous bodily activity?
 - d. NOTE: Oral critiques are not permitted. In finals, judges may allow a grace period for audience reaction.
9. A violation of any rule/regulation for this event will result in disqualification from the event. Any official protest of a disqualification shall be directed to and ruled upon by the tournament grievance committee who has the authority to overturn a disqualification.

K. RADIO SPEAKING (5 Minutes)

1. A list of participants in each event shall be posted. Participants will perform in the order in which their names appear on the list. If unable to do so because of a schedule conflict, the coach/director shall contact the tournament manager for an adjustment in the schedule.
2. The student entering radio speaking shall:
 - a. Prepare and present a script which contains news, weather, and sports.
 - b. Use copy no more than 24 hours old - as of the tournament's first round - to prepare the script.
 - c. Use no commercials.
 - d. Not portray multiple characters.
3. Each presentation shall be read without the use of a microphone. The speaker shall turn his or her back to the judge while giving the presentation.
4. The contestant's voice shall be pleasing when heard on radio. His/her articulation should be clear; enunciation distinct and pronunciation accurate. The student's voice including quality, pitch, volume, modulation and rate should be used to good advantage. The individual should have a thorough understanding of the material.
5. The speaking time shall be five (5) minutes. Due to the nature of the event, there is no grace period given to this event.
6. Judging Criteria:
 - a. Voice: Was the voice, including quality, pitch, volume, and rate, used to good advantage? Was the voice well-modulated?
 - b. Phrasing: Did the phrasing bring out the meaning of the news? Did it allow for the proper breathing? Did it provide smooth continuity to the material read? Were the inflections varied, flexible, and meaningful? Did they fit the context of the material read?
 - c. Reading: Was the reading clearly articulated? Was pronunciation accurate and was enunciation distinct and appropriate to the speaker?
 - d. Speaking Technique: Was breathing inaudible? Did the speaker eliminate script noise?
 - e. Composition: Was material well arranged? Were proper transitions made? Was excessive filler used? Were stories well developed and interesting?
 - f. Timing: Did the speaker effectively utilize the five (5) minutes with a minimum of "dead air" or overtime?
NOTE: Oral critiques are not permitted.
7. ELECTRONICS USE: The use of electronic devices, including cell phones, without sound capabilities in Radio Speaking is permitted.
8. A violation of any rule/regulation for this event will result in disqualification from the event. Any official protest of a disqualification shall be directed to and ruled upon by the tournament grievance committee who has the authority to overturn a disqualification.

L. UNITED STATES (U.S.) EXTEMPORANEOUS SPEAKING (7 Minutes)

1. No double entry shall be allowed in Extemporaneous Speaking divisions.
2. A list of participants in each event shall be posted. Participants will perform in the order in which their names appear on the list. If unable to do so because of a schedule conflict, the coach/director shall contact the tournament manager for an adjustment in the schedule. Each coach/director shall submit topics to the district tournament manager.
3. The student entering U.S. Extemporaneous Speaking shall:
 - a. Be well read in leading periodicals and newspapers.
 - b. Have a thorough understanding of current problems.
 - c. Be able to speak precisely and intelligently on these problems.
 - d. Have command of adequate techniques for delivery.
 - e. Be adept at organizing his/her thoughts in such a way that he/she can put them across to audience with a lively sense of communication.
 - f. Use no notes in the delivery of the speech.
4. The topics shall be:
 - a. From current news magazines and newspapers.
 - b. Devoted exclusively to domestic (U.S.) matters in all rounds of the district and state tournaments.
5. The event shall be carried out in the following manner:
 - a. A list of all contestants to speak in the event shall be posted.
 - b. Each contestant shall, following the order of speaking, draw three topics 30 minutes prior to assigned speaking time. He/she shall select one and immediately return the other two topics.
 - c. The student shall then be assigned a place to prepare the speech. The contestant may use any material which he/she has with him/her. The individual may not consult with anyone during this period.
 - d. At the end of the 30 minutes, the student shall deliver his/her speech in the room designated for that purpose.
 - e. The use of pre-prepared speeches or speech outlines or cut evidence is prohibited.
6. The speaking time shall be not more than seven minutes. Due to the nature of this event, there is not grace period given to this event.
7. Judging Criteria:
 - a. Organization: Was the speech organized in its development from introduction to conclusion?
 - b. Relevance: Did the speaker deal directly and exclusively with his/her topic?
 - c. Delivery: Was the speech presented in the form of oral rather than those of written discourse? Did the speaker have a full realization of the context of the speech throughout delivery? Did the speaker exercise a lively sense of communication? Was the speaker's command of techniques adequate for his/her needs?
 - d. Knowledge of Subject: Did the speaker have adequate knowledge of the subject?
NOTE: Oral critiques are not permitted.
8. ELECTRONICS USE: The use of non-internet connected laptops, E-reader's and Tablets in US Extemporaneous Speaking is permitted in the prep room. For additional details pertinent to internet access, please refer to Appendix E.
9. A violation of any rule/regulation for this event will result in disqualification from the event. Any official protest of a disqualification shall be directed to and ruled upon by the tournament grievance committee who has the authority to overturn a disqualification.

M. INTERNATIONAL EXTEMPORANEOUS SPEAKING (7 Minutes)

1. No double entry shall be allowed in Extemporaneous Speaking divisions.
2. A list of participants in each event shall be posted. Participants will perform in the order in which their names appear on the list. If unable to do so because of a schedule conflict, the coach/director shall contact the tournament manager for an adjustment in the schedule. Each coach/director shall submit topics to the district tournament manager outlined in this manual.
3. The student entering International Extemporaneous Speaking shall:
 - a. Be well read in leading periodicals and newspapers.
 - b. Have a thorough understanding of current problems.
 - c. Be able to speak precisely and intelligently on these problems.
 - d. Have command of adequate techniques for delivery.
 - e. Be adept at organizing his/her thoughts in such a way that he/she can put them across to audience with a lively sense of communication.
 - f. Use no notes in the delivery of the speech.
4. The topics shall be:
 - a. From current news magazines and newspapers.
 - b. Devoted exclusively to foreign (International) matters in all rounds of the district and state tournaments.
5. The event shall be carried out in the following manner:
 - a. A list of all contestants to speak in the event shall be posted.
 - b. Each contestant shall, following the order of speaking, draw three topics 30 minutes prior to assigned speaking time. He/she shall select one and immediately return the other two topics.
 - c. The student shall then be assigned a place to prepare the speech. The contestant may use any material which he/she has with him/her. The individual may not consult with anyone during this period.
 - d. At the end of the 30 minutes, the student shall deliver his/her speech in the room designated for that purpose.
 - e. The use of pre-prepared speeches or speech outlines or cut evidence is prohibited.
6. The speaking time shall be not more than seven minutes. Due to the nature of the event, there is no grace period given to this event.
7. Judging Criteria:
 - a. Organization: Was the speech organized in its development from introduction to conclusion?
 - b. Relevance: Did the speaker deal directly and exclusively with his/her topic?
 - c. Delivery: Was the speech presented in the form of oral rather than those of written discourse? Did the speaker have a full realization of the context of the speech throughout delivery? Did the speaker exercise a lively sense of communication? Was the speaker's command of techniques adequate for his/her needs?
 - d. Knowledge of Subject: Did the speaker have adequate knowledge of the subject?
NOTE: Oral critiques are not permitted.
8. ELECTRONICS USE: The use of non-internet connected laptops, E-Reader's and Tablets in International Extemporaneous Speaking is permitted in the prep room. For additional details pertinent to internet access, refer to Appendix E.
9. A violation of any rule/regulation for this event will result in disqualification from the event. Any official protest of a disqualification shall be directed to and ruled upon by the tournament grievance committee who has the authority to overturn a disqualification.

N. ORIGINAL ORATORY (10 Minutes) (NOTE: See Section 2-E-3 concerning repetitions.)

1. A speech shall not be repeated by a student who gave that speech in an interscholastic speech event in any previous school year.
2. A list of participants in each event shall be posted. Participants will perform in the order in which their names appear on the list. If unable to do so because of a schedule conflict, the coach/director shall contact the tournament manager for an adjustment in the schedule.
3. The student entering original oratory shall:
 - a. Deliver a persuasive speech of his/her own composition with no more than 150 words of quoted material. All quoted material shall be credited within the text of the speech.
 - b. Deliver the speech from memory, without notes.
 - c. Choose a subject for the speech that is interesting and significant.
 - d. Use sensible appeals and sound reasoning.
 - e. Show a lively sense of communication, using bodily action and voice to the best advantage.
 - f. Use no visual aids.
4. The participant shall have available a copy of the original oration in the case it is challenged. (Any contestant failing to provide the copy is subject to disqualification).
5. The speaking time shall be not more than ten minutes. In the final round, a 30 second grace period may be given for audience reaction.
6. Judging Criteria:
 - a. Content: Was the content of the speech worthy of communication? Was it a persuasive speech? Was the topic significant and interesting?
 - b. Organization: Was the speech well organized in its development from introduction to conclusion? Was the language suitable to the speech?
 - c. Delivery: Did the speaker adapt himself/herself to the speaking situation? Did the speaker have a full realization of the content of his/her speech throughout the delivery? Did the speaker exercise a lively sense of communication? Was his/her command of techniques adequate for his/her needs? Was the speech presented in the forms of oral rather than those of written discourse?
 - d. Total Effectiveness: Did the speech effectively fulfill its intended purpose?
 - e. NOTE: Oral critiques are not permitted. In finals, judges may allow a grace period for audience reaction.
7. A violation of any rule/regulation for this event will result in disqualification from the event. Any official protest of a disqualification shall be directed to and ruled upon by the tournament grievance committee who has the authority to overturn a disqualification.

O. INFORMATIVE SPEAKING (10 Minutes) (NOTE: See Section 2-E-3 concerning repetitions.)

1. A speech shall not be repeated by a student who gave that speech in an interscholastic speech event in any previous school year.
2. A list of participants in each event shall be posted. Participants will perform in the order in which their names appear on the list. If unable to do so because of a schedule conflict, the coach/director shall contact the tournament manager for an adjustment in the schedule.
3. The student entering Informative Speaking shall:
 - a. Deliver an informative speech of his/her own composition designed to explain, describe, or illustrate a particular subject with no more than 150 words of quoted material. All quoted material shall be credited within the text of the speech.
 - b. Deliver the speech from memory, without notes.
 - c. Choose a subject for the speech that is interesting and significant.
 - d. Use sensible appeals and sound reasoning.
 - e. Show a lively sense of communication, using bodily action and voice to the best advantage.
 - f. May or may not use audio/visual aids to supplement and reinforce the message.
 - i. If used, audio/visual aids should enhance or support the message rather than distract from the overall effectiveness of the presentation.
 - ii. During the presentation, no electronic equipment is permitted. Electronic equipment is defined as any object requiring an electrical cord, battery, or solar power to operate it (projectors, cell phones, radios, iPads, computers, etc.).
 - iii. The use of live animals, fire, or any additional people as visual aids is not allowed during the speech.
 - iv. Items of dress put on and/or removed for illustration during the course of the presentation are considered costumes and may not be part of the contestant's presentation.
 - v. Visual aids may not violate policies as dictated by local and state law (weapons, drugs, etc.).
 - vi. Contestants may not distribute items to the judges or audience before, during or after round. This includes but is not limited to food, objects, handouts, flyers, and promotional merchandise.
 - vii. The host school is not responsible for providing facilities, equipment – including tables, chairs, or easels – or assistance in a contestant's use of visual aids.
 - viii. Expedient set-up and take-down of audio/visual aids is expected.
 - ix. If a visual aid displays published pictorial material, then the material must be included in the works-cited page but does not need to be cited orally.
4. The participant shall have available a copy of the speech in the case it is challenged. Any contestant failing to provide the copy is subject to disqualification.
5. The speaking time shall not be more than ten minutes. In the final round, a 30 second grace period may be given for audience reaction.
6. Judging Criteria:
 - a. Content: Was the content of the speech worthy of communication? Did the speech explain, describe, or illustrate a particular subject? Was the topic significant and interesting?
 - b. Organization: Was the speech well organized in its development from introduction to conclusion? Was the language suitable to the speech?
 - c. Delivery: Did the speaker adapt himself/herself to the speaking situation? Did the speaker have a full realization of the content of his/her speech throughout the delivery? Did the speaker exercise a lively sense of communication? Was his/her command of techniques adequate for his/her needs? Was the speech presented in the forms of oral rather than written discourse?
 - d. Total Effectiveness: Did the speech effectively fulfill its intended purpose?
NOTE: Oral critiques are not permitted. In finals, judges may allow a grace period for audience reaction.
7. A violation of any rule/regulation for this event will result in disqualification from the event. Any official protest of a disqualification shall be directed to and ruled upon by the tournament grievance committee who has authority to overturn a disqualification.

APPENDIX A (TOC)
PROGRAM INFORMATION AND STATISTICS

The MSHSAA staff strives to publish the most accurate materials for all Championship events. Since a majority of the information contained in Championship publications is submitted by qualifying schools, it is imperative that the MSHSAA office receive correctly-spelled names, accurate classifications (year in school), season results, statistics of participants and coaching information. The MSHSAA Board of Directors has approved a fine process for all late, incomplete or illegible submissions for MSHSAA Championship publications. Schools that do not submit their information to MSHSAA in a timely, legible, complete and accurate manner will be fined \$25 per offense (Board Policy). Electronic reports must be submitted by the appropriate deadline in the format and style included with the report instructions. It is the responsibility of the school to verify that MSHSAA has received its program information, team photo and any other required information by the appropriate deadline.

APPENDIX B (TOC)
MSHSAA POSITION STATEMENT REGARDING
COPYRIGHT COMPLIANCE

Educators, coaches/directors and administrators who wish to use copyrighted material need to understand the privileges and rights of the copyright owner and must abide by defined limitations as expressed in U.S. Copyright Law. It is the responsibility of the school administration to ensure their school community is in compliance with U.S. Copyright Laws at all times when playing music at your events, reproducing consumable materials, and all other events taking place at school facilities where copyright laws are to be followed. When hosting a MSHSAA postseason event, the host site is responsible for confirming any music being played over a public sound system, used in video clips, etc., has the gained written permission and/or secured the necessary license(s) to play the music, video clips, etc. from the appropriate Performing Rights Organization (i.e. ASCAP, BMI, SESAC, other).

The NFHS (National Federation of State High Schools) has established an agreement with ASCAP to allow schools and non-school sites hosting a MSHSAA postseason event, to perform/play music in which they own the rights (at least 50%) of the work at no charge. It is your responsibility to ensure the music performed onsite is owned by ASCAP. To determine if the music is owned by ASCAP to go and select the link 'Repertory' to search their catalog. If the work is not owned by ASCAP (at least 50%), you will need to work directly with the organization that does own the rights (BMI, SESAC, etc.) to secure the necessary license or not use that work. This agreement only extends to the playing of music recordings downloaded to personal electronic devices, CD's, etc. but does not extend to mash-up recordings or music altered from its original recording without the site obtaining a license to do so.

APPENDIX C (TOC)

SITE SELECTION PROCESS

A. General Process: District Site Selection Process

1. Following the assignment of all registered schools to classifications and districts, the MSHSAA staff shall select one Athletic/Activity Administrator or Principal (per district) to serve as the Site Selection Chairperson for the purpose of coordinating the process.
2. The chairperson shall be contacted and confirmed via email by the MSHSAA staff.
3. Each chairperson shall review the list of schools assigned to their district located on the activity page on www.mshsaa.org under the “Class and District Assignments” link
4. Each chairperson will contact all athletic/activity administrators of schools and arrange a meeting (face-to-face is preferred but telephone conference call, email, fax, ballot, etc. is acceptable) to select the host site(s). MSHSAA shall incur no expense in conjunction with this meeting.
5. The request shall be to select the host site(s) for only the current classification cycle.
6. Schools wishing to host, shall submit their name to the chairperson and provide evidence that facilities and staffing meet the necessary and/or recommended requirements to safely, securely and adequately provide for the conduct of the district tournament.
7. The chairperson shall distribute all submitted names to district members for review prior to the selection meeting.
8. The chairperson shall notify the MSHSAA office, via email, by the established deadline and indicate the selected host site(s) and manager’s information.
9. The MSHSAA staff shall review the submitted host sites for any necessary adjustments and final approval. The MSHSAA staff and/or Board of Directors shall select the host site when a district committee is unable to reach agreement or the Board determines a suggested site is unacceptable due to site constraints. A neutral site may only be used, provided there is prior approval from MSHSAA, due to confirmation of inadequate facilities at the assigned district schools or unusual circumstances. The neutral site shall be at no additional expense to MSHSAA.
10. Prior to final approval, a Medical Emergency Action Plan (EAP) for all state series sites and venues must be confirmed/uploaded to the MSHSAA website prior to hosting. The medical EAP shall specifically require an onsite AED and use of MSHSAA’s AED Guidelines as posted on the Sports Medicine page at www.mshsaa.org
11. Following final approval, host sites shall be added to the district assignments link and the district managers’ packets shall be forwarded to each district manager within an appropriate time frame to allow for proper administering of the event.

B. Specific Criteria for District Sites

1. The Board of Directors has taken the position on the locations for District and State Tournaments that competition sites for all district and state series events shall be conducted in Missouri unless a school owned facility, contiguous to the school campus is beyond the state border.
2. The site facility(s) must be in compliance with the Title III of the Americans with Disabilities Act as a place of public accommodation.
3. A Medical Emergency Action Plan (EAP) for the venue being used for hosting a postseason contest must be uploaded and accounted for at www.mshsaa.org. The medical EAP shall specifically require an onsite AED and use of MSHSAA’s AED Guidelines as posted on the Sports Medicine page at www.mshsaa.org
4. Secure location for contest officials/judges to be sequestered from teams and spectators.
5. Ability to take admission for all contests.
6. Seating capacity shall be adequate to accommodate anticipated attendance.
7. Adequate off-street parking available for the seating capacity of the facility – required.
8. Adequate concessions available for spectators – required.

C. Specific Criteria for “Speech and Debate” Sites

1. The state is divided into districts as qualifying centers for the state tournament.
2. Each district shall hold a tournament under the regulations adopted by the Board of Directors for the purpose of certifying individuals and teams for the state tournament.
3. Sites for district tournaments are determined by using the site selection process.

APPENDIX D

APPLICATION OF PROTEST PROCEDURE (TOC)

The following activity specific procedures, in combination with the **MSHSAA Board Policy for On-Site Protests** in the Official Handbook, govern protests in Speech and Debate.

1. **Grievance Committee:** The tournament manager shall appoint a Grievance Committee consisting of three speech and debate coaches/directors from participating schools. The Grievance Committee will serve with the tournament manager to rule on questions/protests arising at the tournament.
 - a. The committee shall include the MSHSAA Speech and Debate Advisory Committee member from the district when available and at least one coach/director from one of the smaller schools participating in the tournament.
 - b. Should a member of the committee's school be involved in the grievance, the committee member shall be replaced with a committee alternate and if the alternate is not available someone may be appointed to serve in this capacity by the tournament manager.
 - c. Depending on the nature of a protest, the outcome to uphold or deny shall be determined by the tournament manager, the Grievance Committee, or both.
 - d. The decision made at the tournament site by the appropriate party listed above shall be final.
2. **Timing of Protests:** All protests shall be directed to the tournament manager by the school coach/director in writing via tournament protest forms as soon as infractions to the rules are discovered, but within 20 minutes of the results of the protested event(s) becoming final. The written protest shall cite the rule(s) or By-Law(s) being protested.
3. **Posting to finalize results:** All results for the tournament will be posted and distributed in advance following the schedule in (a) and (b) below. Any error must be corrected at the appropriate time listed.
 - a. Following the end of preliminaries and before the elimination rounds all grids and ballots are to be available to the coaches/directors to verify the accuracy of the results in each event during an allowed twenty (20) minute time period and that a five (5) minute time period be allowed for the purpose of verifying results between elimination rounds in debate with **all results being final once the next round begins.**
 - b. Results will be final 20 minutes after the posting/distribution of results.

APPENDIX E
MSHSAA RULES FOR LAPTOP/INTERNET USE (TOC)

MSHSAA Guidelines for Laptop & Internet Use

- A. Computers, electronic storage and retrieval devices shall be permitted in all Debate rounds, the preparation room for Extemporaneous Speaking, and Radio Speaking. Furthermore, tablets and E-readers may be used for Poetry and Prose.
- B. The use of the internet is permitted in all Debate rounds and the preparation room for Extemporaneous Speaking.
- C. Wired connections (Ethernet or phone) during rounds of competition are not permitted.
- D. Computers or other electronic devices may not be used to receive information from any person (coaches/directors or assistants included) inside or outside of the room in which the competition occurs, the only exception being a competitor's partner in Policy or Public Forum. Outside of the allowance to share evidence with the opponent, the use of e-mail, instant messaging, or other means of receiving information from sources inside or outside of the competition room are prohibited. (This does not prohibit non-electronic communication between debate partners during prep time.)
- E. Internet usage at regular season events is at the discretion of the tournament host, and should be clearly communicated in the invitation. Tournament host are not responsible for guaranteeing access to or quality of the internet.
- F. **Availability of Evidence:** Contestants electing to use computers have the responsibility to promptly provide, prior to the speech, a copy of any evidence planned to be read in a speech for inspection by the opponent and/or judge (any evidence added or removed from the speech can be edited after the speech). Evidence must be provided in a format readable by the opposing team and the judge.
- G. Contestants electing to use computers are responsible for providing their own computers, batteries, extension cords, and all other necessary accessories. Tournament hosts will not be responsible for providing computers, printers, software, paper, or extension cords for contestants.
- H. Because public speaking decorum remains an important element of debate, all debaters are expected to stand at the front of the room facing the judge while speaking.
- I. Contestants choosing to use laptop computers and related equipment accept the risk of equipment failure. Judges and/or contest directors will give no special consideration or accommodation, including no additional speech time or prep time, should equipment failure occur.
- J. By choosing to use laptop computers in the round, debaters are consenting to give tournament officials the right to search their files. Debaters who do not wish to consent should not use computers in the round.
- K. **VIOLATIONS: A violation of any rule/regulation for an event will result in disqualification from the event. Any official protest of a disqualification shall be directed to and ruled upon by the tournament grievance committee who has the authority to overturn a disqualification.**

APPENDIX F

RULES REVISIONS FOR VIRTUAL TOURNAMENTS (TOC)

All event rounds will be synchronous for the District and State tournament. A back up video is allowed in case of internet issues.

- 1 Debate Prep Time: We will extend prep time for debate to accommodate for technology concerns. Prep time will follow the NSDA Nationals guidelines.
Those are as follows:
 - Policy: 8 minutes per side
 - Lincoln Douglas: 5 minutes per side
 - Public Forum: 4 minutes per side
- 2 Electronic Device Use in Debate Events (NSDA Pilot Internet Rules 2020):
 - a. Contestants may use electronic devices (including laptop computers, tablets, and/or cell phones) to access the internet during debate rounds with the following conditions:
 - i Computers or other electronic devices may not be used to receive information for competitive advantage from non-competitors (coaches/directors, assistant coaches/directors, other students) inside or outside of the room in which the competition occurs. Information that would be restricted would include but not be limited to coach/director/nonparticipating competitor general arguments, advice on arguments to run, questions to ask during cross examination, and other information not generated by the participating competitors.
 - ii Internet access may be used to retrieve files, exchange evidence and/or arguments, research arguments, and partner to partner communication. These electronic device guidelines to not limit communication between debate partners during the debate round.
 - b. Penalty: Contestants found to have violated these provisions will be disqualified from the tournament and will forfeit all rounds and merit points in that event.
 - c. Availability of Evidence: Contestants electing to use computers have the responsibility to promptly provide a copy of any evidence read in a speech for inspection by the judge or opponent. Printers may be used. Evidence may be printed in the round or produced electronically but must be provided in a format readable by the opposing team and the judge.
 - d. Contestants electing to use computers are responsible for providing their own computers, batteries, extension cords, and all other necessary accessories. Tournament hosts will not be responsible for providing computers, printers, software, paper, or extension cords for contestants. Host schools may provide wireless internet access, but will not guarantee that contestants will be able to gain access when needed.
 - e. Contestants choosing to use laptop computers and/or related devices accept the risk of equipment failure. Judges and/or contest directors will give no special consideration or accommodation, including no additional speech time or prep time, should equipment failure occur.
 - f. By choosing to use electronic devices in the round, debaters and other relevant parties are consenting to give tournament officials the right to search their devices in the event of a protest. The device may only be searched by tournament officials and must be restricted to files and/or electronic exchanges relevant to the protest. Failure to comply would result in the upholding of the protest. Debaters and coaches/directors should be present as their device is searched. Debaters who do not wish to consent should not use electronic devices in the round.
- 3 Electronic Device Use in Extemporaneous Speaking (NSDA Pilot Internet Rules 2020)
 - a. Preparation: As soon as a question is chosen, the contestant will prepare a speech without consultation and without references to prepared notes. Students may consult published books, magazines, newspapers and journals or articles, including internet enabled devices either used in the draw or those materials published from internet sources, provided:
 - i They are originals or copies of whole pages.
 - ii Provided those originals or copies are uncut.
 - iii Topical index without annotation may be present.
 - iv Files stored either on a computer or electronic device hard drive or cloud storage system. All files in this format must meet the same guidelines as printed sources.
 - v Active research from the internet during the round that meets the established criteria found in the “Guidelines for Use of Internet Enabled Devices”.
 - b No other material will be allowed in the Extemporaneous prep room other than stated above. Extemporaneous speeches, handbooks, briefs and outlines, including those stored on cloud storage systems or published on websites created for that purpose, are prohibited from the Extemporaneous prep room. Students may not use the internet to

gain help from coaches/directors, other students, or any person, such that it would prevent the speech from being the original work of the competitor. Students are prohibited from accessing outlines and speeches that have been written prior to their draw time. Underlining or highlighting in Extemporaneous will be allowed if done in only one color on each article or copy. Electronic device use must comply with the "Guidelines for Electronic Device Use in Debate Events." Printed copies of information from online computer services may be used. Electronically retrieved evidence used in any Association Extemporaneous competition must conform to the same citation standards as evidence used in debate events as described in the Unified Manual.

4 Asynchronous Recording:

- a Submitted competition videos should be "one take" with no editing or post-production.
- b Backdrops and Recording Equipment: Competitors may not use green screens, virtual backdrops, on-screen text, or professional equipment enhancements such as professional lighting kits or professional grade camera recording and audio devices (including things like softboxes or using an auditorium's lighting system) during their performance in any event. Other individuals may be present while filming, but audience interaction (laughing, applause, etc.) must not be included in the performance. Competitors may determine how close or distant the camera is set up in order to maximize both verbal and nonverbal communication. If possible, it is recommended that students and judges remove items that may be distracting in the background. Backdrops of a solid color with no special markings may be used by competitors and judges.
- c Judges should be instructed to prioritize the student's performance over videography.
- d Tournament hosts should clarify their expectations regarding video submissions for all events.
- e DUO INTERPRETATION: In their invitations, tournament hosts should clarify video expectations to enhance equity among entries. (At the MSHSAA district & state tournaments, Duo Interpretation will be submitted as a split screen video).
- f **During asynchronous events, students are to remain on the screen, with no editing and with the camera remaining stationary at all times.**

5 Other Equity Concerns:

- a Students and judges should be permitted to turn their cameras off during synchronous debate rounds to address bandwidth equity issues.
- b Judges need to be firmly instructed not to comment on a student's home/competition setting.
- c We encourage schools to use NFHS, NSDA, or other training materials regarding equity and judge training.
- d Judging of asynchronous competition can begin earlier than Friday at 2 PM. Synchronous competition involving students can still not begin prior to 2 PM on Friday or before 4 PM Monday-Thursday.

6 Recording Rounds at tournaments: Just as video recording is not permitted at in-person competitions, recording virtual rounds is prohibited.

Duo Interpretation Recommendations

Given the different county and district regulations due to COVID-19, invitational hosts will need to provide clear information about Duo Interpretation in their invitations.

Asynchronous

If a tournament is running Duo Interpretation as an asynchronous event, you will need to make a decision regarding how Duo Interpretation is recorded. You may require a split-screen recording (similar to NSDA's requirement for the 2020 national tournament) or allow a mixture of split-screen recordings and competitors performing in one screen together.

Synchronous

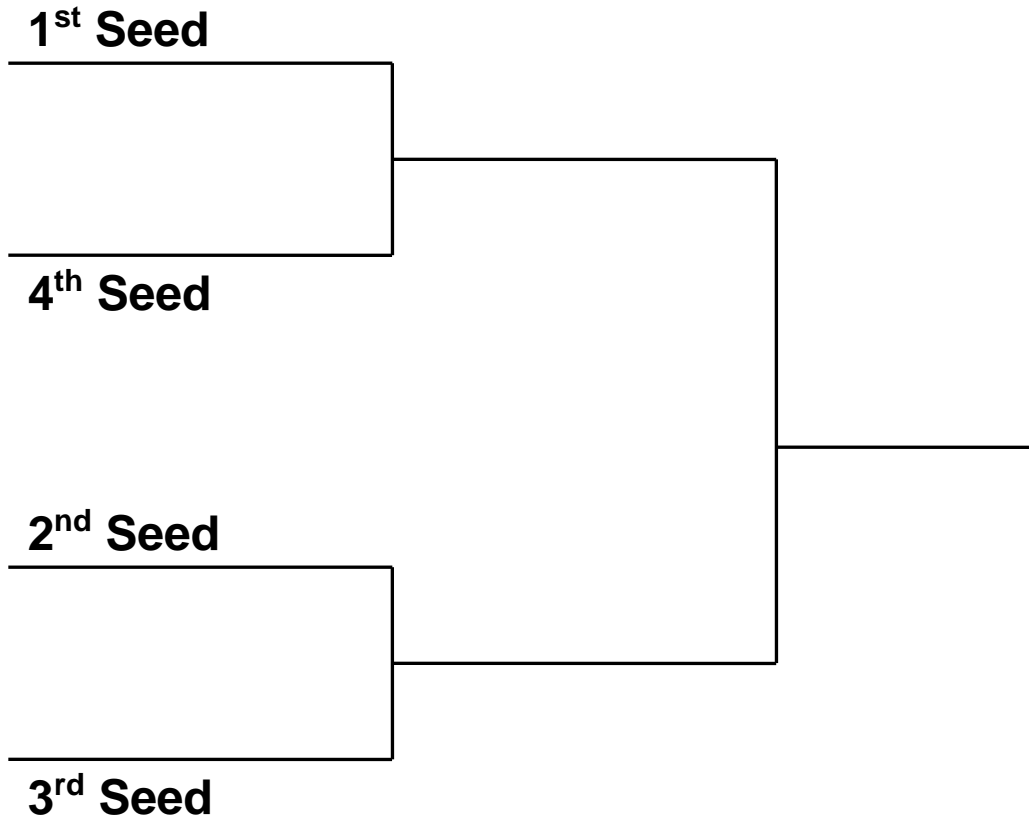
If a tournament is running Duo Interpretation as a synchronous event, you will need to use a Zoom-like technology to permit students to virtually enter a room together and perform or permit students to perform together in the same room. Because the different presentation methods create an issue of competitive equity in the event, it is imperative that hosts clearly state how Duo Interpretation will be run at their tournament so coaches/directors and teams can make an informed decision.

APPENDIX G
SAMPLE BRACKETS FOR DEBATE (TOC)

SAMPLE 4-TEAM SEMI-FINAL BRACKET

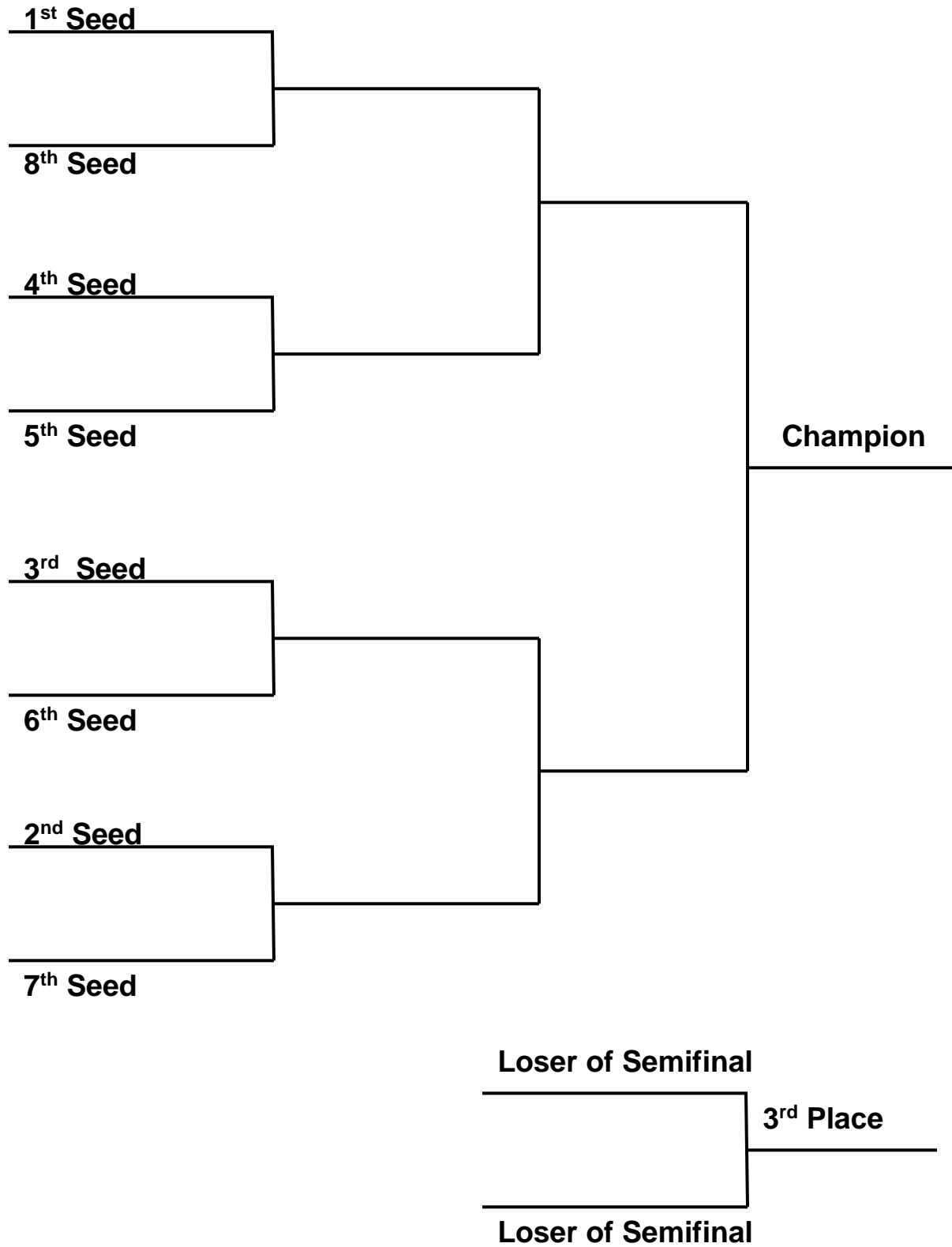
(If no Quarterfinal is necessary)

To be used if 8-13 entries enter the Tournament.



SAMPLE 8- TEAM QUARTERFINAL BRACKET

To be used if 14 - 20 or 21 or more entries enter the Tournament.
If there are 21 or more entries, do not use the consolation bracket.





MISSOURI STATE HIGH SCHOOL ACTIVITIES ASSOCIATION

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