



Carolina West District Speech & Debate Tournament

Welcome to the Carolina West NSDA District Qualifier Tournaments. These tournaments will determine who competes from our district at the NSDA National Tournament June 14th through 19th, 2020 in Albuquerque, NM.

Our Policy Debate district tournament will be held at Providence High School in Charlotte on February 1st. This will run concurrently with the Providence regular season tournament. You'll register your Policy entries at carolinawest.tabroom.com. If you will also be entering the Providence tournament in other events, please register for that tournament on its separate Tabroom invitation page.

We will be running our Congress district tournament this year at Ardrey Kell High School in Charlotte on February 29th. This will run concurrently with the Ardrey Kell regular season tournament. The Carolina West District Committee is allowing students to double enter in both the NSDA Congress district championship and the regular season Ardrey Kell tournament. You'll register your Congress entries at carolinawest.tabroom.com. If you will also be entering the Ardrey Kell tournament in other events, please register for that tournament on its separate Tabroom invitation page. For the Congress tournament, we will be using the PILOT VERSION of the NSDA Unified manual, posted to the right in the "Info" section of our invitation page. This pilot manual will NOT apply to other tournament series events – only Congress.

Our district qualifier tournament for all other events besides Congress will be held the following weekend, March 6-7, at North Mecklenburg High school in Huntersville. Registration for that tournament will also be at carolinawest.tabroom.com. For all non-congress events, we will be using the standard version of the NSDA Unified Manual (not the pilot version), posted to the right in the "Info" section of our registration page on Tabroom.

We will also be using the pilot Internet rules, also posted to the right in the "Info" section.

Due to the nature of school entry limits, we ask that you update your students' NSDA points through the NSDA's Point Application at least 10 days prior to the tournament. Students must have a minimum of 25 NSDA points on record, as well as be registered individually through the NSDA website to be eligible to compete at the District Tournament.

Additionally, all fees must be paid with the NSDA prior to competing at the tournament. Any school with outstanding NSDA fees will not be allowed to compete until those fees are paid in full.

Your first step in the registration process should be the updated NSDA High School Unified Manual. We encourage you to print a copy for yourself and have it on hand at the District Tournament. Most questions you may have during the qualification process can be answered directly by the Manual. Rules for each specific event can be found on pages 22-52. Procedures for tabulation and tournament management can be found on pages 59-84. We recommend that you download these pages and bring with you or have the PDF saved electronically for your easy access.



Second, every school must download a completed **School Consent Form**. This form is located under the "NSDA Forms" tab when you register on Tabroom. This form must be signed, and turned into District Chair Keith Pittman (per NSDA rules). Your entry is not official and cannot be accepted without both the online registration and the printed form. The entry deadline is 4:00 PM Friday, January 24th for Policy Debate, 4:00 PM Friday, February 21st for Congress and 4:00 PM Friday, February 28th for all other events.

In accordance with NSDA rules, we will permit changes to registrations after the seven day deadline, but the registration must be received at least seven days ahead of the tournament (January 24th for Policy Debate, February 21st for Congress and February 28th for all other events) to insure entry into the tournament. All students and judges must be concurrently registered for the tournament on the Tabroom website as well. We must have both the electronic and hard copy version of your registration before your school will be allowed to compete.

Final registration for Policy Debate will be 8 AM February 1st at Providence. Final registration for Congress will be held at 7:45 AM February 29th at Ardrey Kell. Final registration for all other events will be held between 11 AM and 1 PM Friday, March 1st at North Mecklenburg High School (room TBA). We are also hoping to be able to offer a Thursday night registration option for schools that are in town at that time. Details on that will be coming later.

All of your paperwork will need to be organized and signed when you arrive at final registration. Please help us begin on time by having this done ahead of time. (Paperwork is discussed in detail later in the document.)

NOTE: For liability reasons, each school must have a faculty member present and fully available for the duration of the tournament, including registration. In lieu of a faculty member, the principal may designate an approved adult that will be present for the entire tournament and accept full responsibility for the team. This must be submitted ahead of the tournament in writing on school letterhead by the principal or headmaster. This applies to BOTH tournaments in the series. Additionally, we cannot accept independent entries and, per NSDA rules, ONLY the faculty coach of record can register the team online and fill out the hard copy paperwork. Please adhere to this very important rule.

Please be sure to read the information in this invitation to ensure your registration is conducted properly. We look forward to seeing all of you at both tournaments in this NSDA National Qualifier series!

Most sincerely,

Your Carolina West District Committee:

Keith Pittman (Asheville), District Chair

Megan Butt (Providence), Member

Chris Harrow (Ardrey Kell), Member

Patrick Moss (Chase & East Rutherford), Member

Jonathan Peele (Charlotte Latin), Member



Tournament Guidelines

The Speech & Debate Tournament will follow the guidelines found on pages 59-84 of the NSDA Unified High School Manual. The Congress Tournament will use the PILOT rules found in the pilot manual pages 23-25. Some of the highlights of those rules are listed in this document. However, the Carolina West Committee encourages you to read the manual, as you will be responsible for following those rules and guidelines. In addition, the district committee has implemented additional guidelines for this tournament as noted below.

School Fee

Each school will owe a \$50 school fee in addition to individual student entry fees.

Entry Fees

Students entering the Congress or Policy Debate tournaments will be charged \$25 for each tournament. For the regular tournament weekend (all other events), students will be charged \$30 each, regardless of the number of events entered that weekend. Students entering more than one tournament date will be charged the applicable fees for each date. All fees owed to the NSDA must also be paid before your team may compete.

Drop Fees

Drop fees will be assessed at the following rates:

- Policy drops after 4 PM Friday, January 24th: \$50 plus original entry cost.
- Congress drops after 4 PM Friday, February 22nd: Original cost of entry.
- Congress drops after 4 PM Wednesday, February 26th: \$50 per entry, plus original entry cost.
- Congress drops after 5 PM Friday, February 28th: \$100 per entry, plus original entry cost.
- Other drops after 4 PM Friday, February 28th: Original cost of entry per event.
- Other drops after 4 PM Wednesday, March 4th: \$50 per student per event, plus original entry cost.
- Other drops after 9 AM Friday, March 6th: \$100 per student per event plus original entry cost.

No drop fees will be assessed for any students that can be REPLACED with other NSDA members on your team. Please understand that the NSDA uses a "quota" system where the number of students who qualify for nationals is based on the number of entries in the event. So when you drop a contestant, you potentially lower the number of students from our district who can go to nationals in that event.

Entry Limits

A school's entry to the District Tournament is based around their degree strength on file with the NSDA. Tabroom will automatically show you the number of allowed entries based on strength.

Double Entry Guidelines

- Students may double enter in any two speech events (including both Extempers if desired).
- Students may enter one speech event and one debate event if they choose.
- Students may not enter two debate events.
- Some speech events will run in the same time slots. Double entered students need to plan accordingly and know that some events will overlap. Please do not hold up the tournament. 15 minute forfeit rules may apply.
- Any student who wishes to double enter in more than one partner event must have the same partner for both events (This applies to Public Forum, Policy and Duo).
- Students may enter two events in addition to Congress, but no student may compete in more than 2 events if one is not Congress, and no student may compete in more than 3 events under any conditions.
- Students in Congress may also enter the non-qualifying Ardrey Kell tournament the same day

All double or triple entered students must sign a single entry letter of intent indicating which event they would choose for NSDA Nationals in the event that they qualify in both. That letter is available for download in the right hand section of the district's Tabroom.com invitation page.

Rules Concerning Judges

1. Judges must have an active Tabroom.com account and be able to log into it.
2. Judges must have graduated from high school. First-year out judges may be registered, but are free strikes. **Coaches must designate any first-year out judge as such as part of the registration process. Failure to do so will result in the offending school losing all of its judge strikes and could result in the disqualification of the judge and forfeiture of the school's judge bond.**
3. Judges must be aware of all NSDA rules regarding event procedures, scoring, and requirements of the event you have placed them in. If a judge is unfamiliar with the rules and regulations, or unfit to judge (as determined by the District Committee) your judge bond will be forfeited and the judge will be disqualified..
4. Judges need to be available throughout the tournament. They should not leave the tournament until all rounds are completed. This is necessary because the elimination rounds require multiple judges and we cannot use "dirty" judges. Your judge bond is subject to be forfeited if your judge fails to show when called for a round until all judges have been cleared by the District Chair.
5. Judges may be used in both the Speech pool and Debate pool. The district committee will attempt to use your judges in the pool in which you place them. However, **any judge may be used for any event at any time.** Please make sure that each of your judges know this.
6. **Debate judges must be trained for and willing to judge both Lincoln Douglas and Public Forum.**



Judge Ratios

Every school must supply judges in the following ratios:

- In Speech Events, 1 judge per 4 entries; \$200 for missing quota
- In Lincoln Douglas and Public Forum Debate, 1 judge per 2 entries; \$200 for missing quota
- In Policy Debate, 1 judge per 1 entry; \$500 for missing quota

Extra Judge Bonus Credit

Due to our incredible need for judges at this tournament due to paneling rounds, **teams shall be issued a \$100 credit in their entry fees for each DEBATE judge provided that is OVER the team judge quota.** This credit does not apply to the host school, as the host already has a judge requirement above and beyond the team judge requirement. All other district schools are eligible for the credit. Please let District Chair Keith Pittman know if you will be providing extra judges for fee credit.

Judge Bond

A judge bond of \$200 is required. In the event that your judges do not appear for all assigned rounds, the judge bond will be forfeited. Once you have forfeited your judge bond, a \$50 fine will be assessed for each round missed.

Judge Strikes

Each school may request to strike up to three judges. These strikes must be presented to the District Chair writing (or by marking them on Tabroom) prior to the end of final on site registration. Strike requests after that are at the discretion of the district committee and may not take effect immediately. However, no judge strike requests will be accepted after the first round begins. Judge strikes in the Debate and Speech tournament weekend are universal and apply to all events. In other words, a judge strike in LD will also be effective for all other speech and debate events. You may not request to strike a judge in one event only.

First-year out judges will be considered “free strikes” and do not count against a school’s three strike limit. These strikes are unlimited.

In the event that the District Committee has to add judges to the judging pool after the list of judges is published, we will offer them to you as free strikes and they will not count against the three strike limit.

Judge strikes will be honored unless the committee determines that doing so would cause an unreasonable hardship to the tournament or that no other workable or reasonable options exist for judging a particular round.

Due to the number of schools in each Congress chamber, the committee cannot guarantee honoring strikes in House or Senate.



Round Observation Policy

All rounds at the Carolina West District Tournament are OPEN to observers with the following stipulations:

- Students may not observe until they are eliminated from competition.
- Judges may not observe as long as they are still in the judge pool. If in doubt, check with Tab.
- Judges in the round have the right to remove disruptive observers from the room at any point after the round begins. If the round is paneled, the Chair of the round makes the final determination in consultation with the other judges.

Scripts & Manuscripts

All Interpretation and Oratory scripts are required to be available and on-site in the event of a challenge as required on pages 45-47 and 67-68 of the NDSA Unified Manual. These will not be taken up at registration. However, failure to produce these whenever requested could result in disqualification.

For all Interpretation events, each team must have on site a sealed manila envelope containing the original book/manuscript/play with each page being used in competition clearly marked. Each page should also be copied, and words actually spoken should be highlighted while each word not being used is clearly crossed through. Any transitional phrases should be written where they appear in the text and the introduction should also be included.

For Informative Speaking and Original Oratory, a student's original speech with correctly formatted MLA citations for all sources should be included. The speech script must be signed by both coach and student with a statement indicating the number of directly quoted words used in the speech. This should also be in a sealed manila envelope.

For any electronic sources that cannot be printed, the coach will be required to submit the source on an electronic device the day of the district competition and said device, along with all other manuscripts, will be returned at the end of the tournament.

Please note, the only reason a sealed envelope will be opened is if there is a challenge to a competitor's piece. Failure to turn in scripts at the beginning of the tournament is not grounds for disqualification. However, if requested, the competitor must produce the script or manuscript in a timely manner.

California Plan for Speech Events

If the judging pool permits, the 2020 Carolina West NSDA District Tournament will utilize the California plan in speech. More information can be found in the High School Unified Manual on pp 81-84.

We will utilize two judges in preliminary rounds, the number of rounds in each event is determined by the number of actual participants in the event at the beginning of Round One, based on the following table:



Number of Entries	Number of Prelim Rounds
24 or fewer	3
42 or fewer	4
43 or more	5

Double Down Elimination for Debate Events

All debate competitors are guaranteed two random rounds to begin the tournament. Debaters are eliminated after losing two rounds. After the second round, once defeated teams will hit each other and undefeated teams will hit each other each round. In the event of an odd number of undefeated teams, a random once defeated will be pulled up to face an undefeated. Byes are randomly drawn the first two rounds and randomly drawn from once defeated debaters after round two. See pages 69-72 of the NSDA Unified Manual for specific pairing guidelines.

Congressional Debate

Please see the separate document for Congressional Debate posted to the right on our registration page.

Extemporaneous Speaking Topic Areas

The National Office of the NSDA will be providing questions for both United States and International Extemporaneous Speaking. These topic areas will be announced closer to the tournament. The Carolina West NSDA District Tournament will use cross examination in the final round, time permitting.

Protests & Decorum

We ask that you remind your judges and students that due to the nature of the District Tournament, emotions are typically high, and tempers short. We ask that students, judges and coaches work to maintain proper decorum throughout the tournament.

We ask that you are very aware of all rules in the NSDA Unified Manual. You should submit a protest only when you are sure that a rule has been violated. We will respond with serious attention. Protests are accusations. We want everyone to feel respected and honored as we conduct this tournament. Please handle the protest with tact, discretion and dignity. Do not involve a student in an unnecessary dispute.

Some additional notes:

- **Harassment:** Harassment, in any form, at any contest is prohibited and is grounds for disqualification.
- **Disputes:** The District Committee has the full power to adjudicate disputes or interpretation of rules, but may not change the rules. The District Committee is authorized to determine how a rule is to be interpreted or applied in a specific dispute or critical question of procedure. If the District Committee cannot resolve, the National Office or acting Tournament Referee must be phoned for a ruling.
- **Protests:** Judges assigned by the tournament committee shall be final unless protested before the tournament has begun. If a judge(s) is added to the judge pool after the tournament has begun, any protest must be made prior to the round in which that individual(s) is assigned to



judge. If protested, the District Committee shall hear the protest, and its decision will be final. Members of the District Committee involved should recuse themselves.

- **Protest Committee:** This is made up of the district committee. If a district committee member must recuse themselves, the member may be replaced by a District Chair from outside of the district or a member of another district committee, if present, at the tournament.
- **Proxies for Tab Officials:** Due to their nature as tabulation officials, members of the District Committee or anyone else on the tab room staff may not file protests at the District Tournament on behalf of their students. They must appoint a proxy prior to the beginning of the tournament with the District Chair who will file all protests on their school's behalf. The proxy may be a designated assistant coach who is not on the district committee. If the school does not have a designated proxy on record, the tournament Ombudsman will be appointed to represent the team in filing the protest. Under no circumstances is a committee member to file or be involved in a protest regarding their own team.

Tab Room and Results Posting Policy

- The Head Coach or the designated Coach of Record for each school is welcome to visit the tab as needed after checking in with the Ombudsman. Coaches of Record are also welcome to observe the tabulation and pairing process for each round if they choose if it does not interfere with their current judging assignment. If the designated Coach of Record is not the Head Coach, that name should be submitted to the District Chair by the conclusion of final registration.
- **Debate** results will be posted on Tabroom at the earliest possible point after each round once all ballots have been tabulated and audited. The exception is finals. Designated Coaches of Record are welcome to audit or inspect final round results in the Tab room. However, final round results will not be posted online prior to awards so that students do not have this information before the awards ceremony. Coaches are asked to not reveal final round results to students after inspecting the results. **Speech** results will not be publicly posted during the tournament. However, coaches are welcome to view speech results in the tab room at any time. Coaches are asked to not reveal final round results to students after inspecting the results but may reveal results prior to finals to their own students if they choose.
- Challenges to audited results should be made at the earliest possible point after the results are posted and prior to the next round in accordance with protest guidelines in the NSDA Unified Manual.

World Schools Debate

Carolina West will once again be fielding two World Schools teams at NSDA Nationals. These teams will consist of students who entered the district tournament in at least one event and either did not qualify for nationals or indicated in advance a preference for World Schools over their district event. Interested students need to have their coaches indicate their interest BEFORE the start of the district tournament. A form will be sent to all coaches prior to the district tournament offering them the chance to nominate World School competitors. The district World Schools coaching staff will select the members within one month of the district tournament and notify the chosen team members and their head coaches



District Student of the Year

With the level of integrity, intellect and character that is among the student population in each district, the NSDA is proud to announce the implementation of the NSDA District Student of the Year award.

Each coach may nominate one student who exemplifies the leadership practices and positive qualities set forth by the National Speech and Debate Association.

The award will be based on coach nominations only. Nominations should be in the form of a 500-word

(or fewer) essay about the nominee and his or her service, passion and dedication to the district, the NSDA, and the activity of forensics. Nominations will be collected and reviewed by the District Chair and his or her committee. Whoever receives the strongest nominations for the award should receive the award.

The winner of the District Student of the Year award will receive a plaque from the National Speech and Debate Association during the Awards Ceremony of the District Tournament. His or her District Chair will present the award

To nominate, each nominee should reflect the following standard:

- A nominee must be an NSDA member in his or her senior year of high school.
- The nominee should uphold the NSDA Code of Honor.
- The nominee should demonstrate strong academic standards.
- The nominee should demonstrate participation in a wide array of community involvement and service.
- The nominee should exhibit dedication and commitment to the NSDA and forensics.

The nomination form can be found here:

<https://www.speechanddebate.org/student-of-the-year-nomination-form/>

To be considered, your form must be submitted by February 27th at 4 PM.

District Coach of the Year (Head, Assistant, New)

"The function of a coach is to educate students through participation in speech and debate. Students should be treated with the utmost respect, and their welfare should be considered in decisions by coaches at all times."

We want to recognize the coaches in our District that embody the tenants of the Coaches Code of Ethics. To that end, nominations will be taken for **Coach of the Year, Assistant Coach of the Year and New Coach of the Year**. A nomination process followed by a vote of head coaches will determine the Coach of the Year. For Assistant Coach of the Year and New Coach of the Year, the winner will be determined by a neutral committee from among those nominated.

Nomination forms for all three of these awards can be found at this link:

<https://www.speechanddebate.org/coach-recognition/> (Scroll toward the bottom.)

To be considered, your form must be submitted by February 27th at 4 PM.



Paperwork to Submit

The following items need to be turned in to the appropriate listed person by their respective due dates.

1. Tabroom Online Registration - **Due January 24th, 2020 at 5 PM for Policy Debate, February 21st, 2020 at 4PM for Congress and February 28th, 2020 at 4 PM for all other events.**
2. School Consent Form (Hard copy)
 - This is a form generated by Tabroom after you complete your registration under the "NSDA Forms" tab.
 - Must be completed, printed, and signed by the coach.
3. National Tournament Single Entry Letter of Intent (for students who are double entering at the District Tournament held on March 6th and 7th) - **Due at final registration on March 6, 2020.** This form for each student is generated by Tabroom after you complete your registration under the "NSDA Forms" tab.

How To Register on Tabroom.com

1. Go to www.carolinawest.tabroom.com
2. Logon in the top right-hand corner of the screen.
3. Click "Register" on the tabs of the tournament. You'll have to certify that the information you provide is accurate, and then make sure that you update your NSDA roster (this is pretty intuitive). **Please put in your points prior to this step so that you don't have to go back and do it. Remember, the number of entries you get is dependent on the number of degrees your program has.**
4. Under "Entries" you will find a drop-down menu on the right hand side. You can select any event offered. Once you select an event, you will have a list of your students who are eligible for the tournament. Select their name and click "Add Entry." You may continue to add until all of your slots are filled.
5. Your School Consent Forms (printed registration forms) are under "NSDA Forms" as well as your Single Entry Letter of Intent.
6. Under "Judges" you will enter the names of the required number of judges. **Judges must create Tabroom accounts for themselves if they don't have one already. (Or you may create an account for them and let them know the details.) Then you must add them to the Tabroom system if you haven't already. You may not enter judges who do not have Tabroom accounts. Tabroom will not accept them.** On the right-hand side, you'll find "Add Judge." Type in the email address associated with the judge and if it exists in Tabroom, they will be added as a judge. If they do not get added, they don't have an account yet and need to create one.