



Oregon Battle of the Books (OBOB) Official Handbook

2019-2020

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The purpose of this handbook is to record the official rules and guidelines adopted and amended as necessary by the OBOB executive committee. This handbook also serves as a vehicle of introducing and explaining the procedures used for battles. The Regional Manager Manual is intended to provide resources to assist Regional and State managers in organizing their competitions using standardized procedures. The OBOB State Committee recommends the Official Handbook be used for local competitions as well.

For more information and resources, visit our website: <http://www.oregonbattleofthebooks.org>

TABLE OF CONTENTS

Chapter/Section	Page
Oregon Battle of the Books Statewide Committee	3
Introduction and History	4
Organization	4
OBOB Regions by County	6
General Player and Team Rules	7
Student Registration Clarification	8
Coach Guidelines and Responsibilities	8
Regional and State Battle Rules and Procedures	9
Battle Officials	11
Moderator	13
Coach (for Competition)	16
Scorekeeper	13
Timekeeper	14
Protocol for Challenges	14
Incident Report	
FAQs (Frequently Asked Questions)	15
Promotional Ideas	17
How to Manage Public Relations	18
Criteria for the Selection of Titles	19
Book Selection Process	20
Question Writing Guidelines	21
Sample Battle of Books Questions	21

To search this handbook on-line simply search for the Chapter Title or the page number.

Oregon Battle of the Books Statewide Committee

State Executive Committee Members:

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Regional Mentor 3-5: Heidi Pramuk – obob3to5regionalmentor@gmail.com

Regional Mentor 6-12: Christy Sander – obob6to12regionalmentor@gmail.com

If you have questions about your school level program, please contact your school coordinator. Before contacting anyone or everyone on the OBOB Executive Committee regarding your request, question, or concern please refer to this Handbook and/or Regional and State Manual. If you do not find the information necessary in these documents, please read the following job descriptions and direct your email to the most relevant OBOB Executive Committee member.

OBOB Job Descriptions

OBOB Administrator – registration issues, facilitates Executive Committee meetings

OBOB Financial Chair – oversees OBOB budget, regional managers re finances, donations to OBOB, facilitates and oversees LSTA grants, other finance issues

OBOB Secretary – maintains minutes for Executive Committee meetings, edits Handbook and Manual, questions about rules and regulations

OBOB Title Chair – questions/concerns about title selection, application to join a title selections committee

OBOB Question Chair – responds to concerns from question writers, concerns from registered schools about receiving local questions, concerns about regional questions from regional managers

OBOB Regional Mentor 3-5 – responds to questions/concerns regarding grade 3-5 regional tournaments

OBOB Regional Mentor 6-12 – responds to questions/concerns regarding 6-8 and 9-12 regional tournaments

OBOB Outreach Chair – handles the webpage, newsletter and Facebook accounts

OBOB State Tournament Coordinators – handle all aspects of the state tournament

Note: At times committee members are not available for immediate response. You may receive a message from an alternate contact.

Introduction

Oregon Battle of the Books, OBOB, is a statewide **voluntary** reading motivation and comprehension program sponsored by the Oregon Association of School Libraries (OASL) and the Oregon Library Association (OLA), in conjunction with a Library Services and Technology Act grant through the Oregon State Library. Students in 3–12th grade, regardless of ability, are exposed to quality literature representing a variety of literary styles and viewpoints. The mission is to encourage and recognize students who enjoy reading, to broaden reading interests, to increase reading comprehension, promote academic excellence, and to promote cooperative learning and teamwork among students.

Lists of books are chosen, and questions are written for each grade level division. Students read the books, discuss them, quiz each other on the contents, and then compete in teams of four students to correctly answer questions based on the books in a "quiz show" format. Half of the questions will begin with the words "In Which Book" so that the answer will be a title and author and the other questions will be "Content" questions with the title of the book supplied. Teams may participate at local, district, regional, and state levels of competition.

New lists of titles for each level are compiled each year by the selection committee based on the "Criteria for the Selection of Titles." An attempt is made to vary the titles chosen according to genre and difficulty so that readers may encounter a broad range of books. Please see the section titled "Book Selection Process" for how books are nominated and selected. The public (students, parents, and others) is encouraged to nominate books and critique the nominations.

Individuals may access the OBOB website (www.oregonbattleofthebooks.org). From this website you will find access for the OBOB Facebook page and the ability to sign up for the OBOB newsletter.

History

The original idea for Battle of the Books came from a radio program sponsored by the Chicago Public Library in the early 1940s which featured teams of students from different Chicago schools each week. It was revived in the 1960s by one of those child contestants who grew up to be a school librarian in Illinois.

Battle of the Books was brought to Oregon by school librarian and author Sybilla Cook in the 1970s. Word spread about the program through various library conferences. Successful local Battle programs developed in various parts of Oregon throughout the ensuing decades including Salem-Keizer, Roseburg, Springfield and Beaverton. Never a mandated program, it has continued to be popular because it works. Parents are enthusiastic. Teachers and librarians find children read more books as they learn the pleasures of teamwork and academic competition.

In 2006, with the encouragement of State Librarian Jim Scheppeke, OASL President Allen Kopf formed a committee to submit a grant to the Oregon State Library for a statewide Battle of the Books program. Upon receipt of the first LSTA grant, the committee moved forward with the statewide plan to be implemented in the 2007-2008 school year. The state OBOB Committee was then formed to bring various disparate Oregon programs together into one cohesive state-wide effort and the Oregon Battle of the Books was born. OBOB has continued ever since with the support from LSTA grants, the Oregon Association of School Librarians, the Oregon Library Association, and countless volunteers from all over the state, including, local businesses, local service clubs, both public and school librarians, teachers, school administrators, and parents, just to name a few.

Organization

The Oregon Battle of the Books is organized locally by participating school systems, regionally by a regional committee, and statewide by the OBOB Steering Committee comprised of the Executive Committee and representatives from OBOB regions throughout the state.. The Executive Committee is comprised of the following chairs: Administrative, Outreach, Financial, Title Selection, Questions Chair as well as the Secretary, OBOB State Tournament Co-Managers, and two Regional Manager Mentors.. The full OBOB Steering Committee meets in person or on-line in November, January, February and, if needed,

in April of each year to discuss policies and issues and select titles for the next school year. The Executive Committee also meets during the summer. Librarians and school personnel interested in joining the Steering Committee should contact the Administrative Chair at OBOB1sta@gmail.com. OBOB Committee members are volunteers, although the Administrative Chair receives a moderate stipend..

The OBOB Executive Committee oversees the collection and distribution of information, questions, and book lists. Registration of participating school teams takes place each fall on the OBOB website and registration must be completed prior to announced deadlines for a school to participate in their designated regional tournaments. A participation fee is required of schools to support the OBOB committee in operating state and regional tournaments and in providing book grants to schools. Registration information is available on the OBOB Website at www.oregonbattleofthebooks.org. At the direction of the OBOB Executive Committee, regional committees will conduct the regional competitions according to rules set out in this handbook. A Regional Manager Manual is also available with organizational information and official handouts

The OBOB Executive Committee is responsible for the guidelines and rules stated in the Official Handbook and the Regional Manager Manual.

Tournaments will take place in regions originally established by OASL. Due to the number of schools participating within a region it may be necessary for a region to be subdivided. Subdivision of a region will be overseen by the Executive Committee. An effort is made to reduce the number of teams at regional meets so as not to overwhelm regional managers. Regions may fluctuate from year to year. Regional and mini tournament dates and locations will be determined by the regional managers and team leaders. Schools assigned to a tournament may not request a date change or be allowed to attend an alternative regional tournament.

Travel Grant – New this year the Executive Committee established a trial 1 year travel grant for Title I schools and rural schools to cover transportation to regional and state tournaments for team members and their families.

Registering for OBOB – Registration for OBOB is available for all public, private and charter schools in Oregon. Online and home school groups are not eligible to register as a school. However, students may participate on a school team in which they live within the school boundaries or they may join a team with their local public library if the library is participating in OBOB. Registration is open from September 1 to November 1. In the event that a school or public library chooses not to participate in the OBOB Regional and State competitions but wants to receive the local school questions they may be purchased after November 1. OBOB does not sell questions to commercial businesses or other non-school operatives. To request a set of questions there is a link on the OBOB website (www.oregonbattleofthebooks.org). Questions are distributed in January.

OBOB Regions by County

Region	Division 3-5	Division 6-8	Division 9-12
1	Clatsop	Clatsop	Clatsop
	Columbia	Columbia	Columbia
	Tillamook	Tillamook	Tillamook
	Washington	Washington	Washington
2		Marion	Marion
		Linn	Linn
		Yamhill	Yamhill
		Polk	Polk
		Lincoln	Lincoln
		Benton	Benton
2 East	Marion		
	Linn		
2 West	Yamhill		
	Polk		
	Lincoln		
	Benton		
3 North	Lane	Lane	Lane
3 South	Coos	Coos	Coos
	Douglas	Douglas	Douglas
4 North	Multnomah	Multnomah	Multnomah
	Hood River	Hood River	
4 South	Clackamas	Clackamas	Clackamas
	Wasco	Wasco	Wasco
5	Lake	Lake	Lake
	Klamath	Klamath	Klamath
	Jackson	Jackson	Jackson
	Josephine	Josephine	Josephine
	Curry	Curry	Curry
6	Sherman	Sherman	Sherman
	Gilliam	Gilliam	Gilliam
	Morrow	Morrow	Morrow
	Umatilla	Umatilla	Umatilla
	Union	Union	Union
	Wallowa	Wallowa	Wallowa
	Baker	Baker	Baker
	Malheur	Malheur	Malheur
7	Jefferson	Jefferson	Jefferson
	Deschutes	Deschutes	Deschutes
	Crook	Crook	Crook
	Wheeler	Wheeler	Wheeler
	Grant	Grant	Grant
	Harney	Harney	Harney

Note: Region 2 is only divided at the elementary level

Large regions (determined by the number of participating schools, not by land size) may be further divided into mini-regions. Because the number of registered schools changes from year to year the organization cannot predict when or where mini-regions will be established with team leaders working with the regional manager. Any region and/or mini-region that does not have a volunteer manager/leader will have a regional tournament.

General Player and Team Rules

- All students participating must be in grades 3-5, 6-8, or 9-12 for the current school year. Team members do not have to be in the same grade.
- There are two ways that students may participate on an OBOB team:
 - Students may participate within the school that they are registered. A school may only form a team consisting of students registered at their school or live within the school boundary. However, students who are registered in multiple schools may be a member of a team from any school at which they are officially registered.
 - Public libraries may send one team for each grade division to the regional tournament in which the library is located. Teams from a public library must be sponsored by a library staff member. Team members must live within the region that the library is located.
 - If a member of a team moves out of the school or public library's boundary after the school/library has registered with OBOB the student may choose to continue to participate as a team member for the remainder of the school year.
 - The OBOB program strives to be inclusive of all Oregon students in grades 3-12. From time to time special accommodations are required to allow students with unique abilities to participate on a team. Accommodations that reflect a 504 plan or IEP must be approved by the Executive Committee prior to the beginning of the regional tournament. Accommodations will not be allowed that give a team an unfair advantage during competition. Accommodations will be communicated to the regional manager prior to competition and moderators will be told of accommodations prior to the beginning of a battle.

Each team must have a sponsor from their school or public library who is a school library media specialist, library paraprofessional, or other school or public library staff member.

Composition of the team members may not change once the team members have been registered for the Regional tournament. Should a team member be unable to participate in the Regional competition another school/public library team member may be chosen to replace the missing member prior to the registering at the Regional competition. Note that fair play is encouraged – hand picking, “cherry picking” or “stacking” a team to send to regionals is considered to be contrary to good sportsmanship. Teams may not add or substitute members should the team qualify for the State Tournament.

Regional competitions do not require participation in a district/county/ESD competition. State Tournament battles do require participation in the Regional competitions.

Each school/public library may send only one team, per division, to the Regional competition (grant recipients must attend and compete in the Regional competitions).

School teams are not able to change their assigned regional competition because of a date conflict.

Each region will send its top team(s) in each division to the State Tournament competition. Some regions will be allowed to send more than one team to the state tournament competition, depending on the number of registered teams competing at the regional competition. Regional managers will be notified of the number of teams their region is allowed to send to state each year before they host their regional competition.

Teams are usually made up of four members, with one optional alternate, for a total of five members. However, no more than four students may participate in any given battle. Teams may have less than four players but not less than two.

There may be only one alternate. This alternate may take the place of another player for a battle. When the alternate is used, the alternate must remain in competition for the entire battle. No substitutions may be made during a battle.

No other person may assist in answering any question directed to a team, or any challenge decisions, including the team's coach. The Moderator will disqualify a team determined to be receiving outside help.

Team players must be present in the room for pool play and all other battles. Battles may be delayed because of the tie breaker battles but teams must be present and ready to play when the announcement to begin is given.

In the event of a situation that is not specifically addressed in the OBOB rules, the decision of the Moderator for that battle is final. In a regional battle the moderator may choose to discuss the issue with the team coaches but does not have to accept their opinions. The decision of the moderator may not be challenged.

Once the score sheet leaves the battle site it may not be challenged.

The OBOB State Committee has the authority to refuse to allow a team to participate in the event of unsportsmanlike behavior or other extenuating circumstances.

Battles on the local, regional and state levels may not be recorded in any manner.

Student Registration Clarification:

Students who are currently homeschooled may participate in OBOB as a member of a school team within the public school attendance boundaries of the school in which the student's parents or guardian reside (as per ORS 339.460 section B, part f). Homeschooled students may not, however, form a team of their own. Homeschooled students wishing to participate in OBOB should contact their local school library for OBOB related class and/or practice requirements (ORS 339.60, Sec B(e)). Homeschooled students may be placed on a school OBOB team at the local level following the same procedures and guidelines used for traditional students. Public libraries may send one team per division to the regional tournament. Public library team members may not participate in two teams. Public library teams must have a librarian staff member as the sponsor coach.

Students enrolled in on-line school programs who wish to participate in OBOB will follow the same public school attendance boundary residential guidelines as given above for home schooled students or participate on a public library team.

All public, charter and private schools are welcome and encouraged to participate in OBOB.

Should a team member move out of the school/public library's boundary any time after the school has registered to participate in OBOB, the student may continue to remain on the team for the remainder of the school year.

Coach Rules and Responsibilities

- Become familiar with all the rules and procedures provided in this handbook and commit to following them.
- Prepare the teams by reviewing procedures and rules.
- Conduct practice battles which follow OBOB protocol. Practice questions are not provided by OBOB. Please note that it is strongly suggested that local competitions follow the same rules and procedures used at the regional and state tournaments. This will help students to become familiar with the rules that will be followed at the regional and state competitions.
- Encourage and moderate discussions about the books.
- Encourage as many student participants and teams as possible at the school level.
- Direct teams in writing their own practice questions if additional questions are desired.
- Offer moral support to the Moderator during battles and help manage audience behavior.
- A Moderator may choose to discuss an issue with coaches prior to, during or after a battle. The Moderator does not have to accept the coaches' opinions and the Moderator's decision is final.
- Must secure adult supervision for the team at all regional and state competitions.
- Reinforce that the focus of this program is to celebrate the love of reading, and promote good sportsmanship for both teams and spectators.
- Must bring a complete set of books (traditional paper copy, no electronic versions) to regional and state competitions.

- Provide a volunteer to be a moderator, score keeper or timer at regional and state tournaments, if requested by the regional manager. Registration for a team that does not provide a volunteer may not be allowed to compete.
- Communicate and confirm attendance at Regional and State competitions. Note that team members must be available to battle during the entire time of Regional and State tournaments.
- Check in when the whole OBOB team arrives at tournament. If one (or more) team members may not be photographed, this information must be provided at registration. Check-in includes providing signed good sportsmanship statements for team members and parents and the coach.
- Follow the specific guidelines provided for coaches at the Regional and State competitions.
- Attend the mandatory volunteer training prior to the Regional and State (if attending) Competitions.
- Notify Regional Manager when registering a team for the regional tournament if a team member needs special accommodations that have been preapproved by the OBOB Executive Committee.

Regional and State Tournament Rules & Procedures

1. All electronic devices in the room must be in the off mode during all battles. Photos may only be taken before and after a battle.
2. No device recording of battles may occur at Regional and State competitions. Coverage of the competition by local media may occur on a limited basis.
3. There will be 16 questions at local, regional, and state battles (8 "In Which Book" and 8 "Content"). The final match at regional and state battles will consist of 32 questions (16 of each type).
4. Competitions begin with two pool plays with the top scoring teams proceeding into a single elimination tournament. All teams play at least four times. Advancing teams will be determined by the total of the scores.
5. Each team will bring a set of concealed OBOB books (paper copies, not electronic versions) and hand them to the Moderator when they enter the room for each battle.
6. Teams are made up of up to four members with one optional alternate, for a total of five members. All competing members must be physically present for a battle. Teams may battle with less than four players but no fewer than two.
7. Of the four competing members, one will serve as the spokesperson throughout each battle. The role of spokesperson may be changed or rotated in a tournament but not during a battle.
8. Alternate members, who are not playing, will sit in a designated audience area during battles and may not participate in the battle in any manner.
9. Two teams will compete during a single battle. A coin toss will be held before the start of each battle. The winning team decides where they want to sit. (Efforts will be made to ensure teams can quietly discuss answers among themselves without fear of being overheard by the opposing team.) Teams will be discouraged from distracting the opposing team by the moderator.
10. The team that sits on the left of the Moderator will always be given first chance at the odd-numbered questions, and the team on the right will always be given first chance at the even-numbered questions. The "odd" team (on the Moderator's left) will go first and be read question number one.
11. The Moderator will review the rules and read a good sportsmanship statement with the participating teams and find out who is serving as the spokesperson for each team. Answers will be accepted only from that spokesperson; no other team member's answer shall be heard or recorded during that battle.
12. The Moderator will shuffle and number the question cards. The Moderator will ask a question, prefacing the question with the name of the team it is directed to. Timing starts immediately after the question has been read for the first time. Teams will have 15 seconds to quietly discuss the question among themselves. Once the spokesperson begins to speak all discussion must stop. **Only the first answer the spokesperson gives will be accepted; the team cannot use up the time left to guess other answers.** Moderator will not ask for more information or details. Acceptance (or not) must be based on what the spokesperson responds, without prompting. Note: the opposing team may discuss the question during the 15 seconds or until the other team's spokesperson starts talking but they must be very quiet so as not to disturb the other team.

13. Discussion must stop as soon as time is called, and the question must be answered immediately. If the spokesperson does not immediately begin to answer, or if discussion continues, the Moderator turns to the other team and reads the question in its entirety to them. That team then has 15 seconds discussion time. When time is called, the spokesperson must without hesitation.
14. During a battle, a team's spokesperson may request a repeat of a question. All repeats must take place within the 15-second time limit, which starts after the question is read for the first time. Having the question repeated does not restart the time. If the moderator stumbles while reading a question he/she should stop and start over without penalty to the team.
15. "In Which Book" questions will be read first and are worth a total of 5 points. In the case of a partially correct response, the first correct response (whether it be author or title) will be worth 3 points, and the second correct response will be worth 2 points. Book titles and authors must be stated as listed on the official OBOB book lists and OBOB website. www.oregonbattleofthebooks.org. Omission of the articles *a*, *an*, and *the* at the beginning of a title will be accepted as correct.
16. For "Content" questions, 5 points are given for the complete answer. Designated two-part questions will be scored with 3 points for the first correct answer given and 2 points for the second correct answer given. No partial scores will be given unless the question is designated "Two-part." A question asking for a full name is not considered to be a two-part question.
17. If a team gives an incorrect answer, the question is repeated in its entirety to the other team with another 15 seconds to discuss. In the case of an "In Which Book" or two-part "Content" question, if part of an answer given by the first team is correct, the portion they have correct will be revealed by the moderator prior to the question being passed to the other team to attempt to pick up the other two points. Note: If the acquiring team does not answer correctly, play does NOT pass back to the other team. In the event that neither team answers correctly, the moderator will provide the correct answer.
18. Regardless of who scored on the previous question, even-numbered questions will be read to the even team, and odd-numbered questions will be read to the odd team. This means that an acquiring team may get to answer two questions in a row: the one it acquired, followed by their own.
19. If a question is being read and the spokesperson interrupts the reader, that team's spokesperson must answer the question immediately.
20. If the moderator makes a mistake while reading a question such as giving the answer, the question shall be thrown out and another question substituted in its place. The substitute question shall be numbered with the number of the original question. If the moderator's error is made while presenting to an acquiring team the substituted question will be presented to the team that first received the question (i.e. an acquiring team cannot answer a question that the first team did not have an opportunity to answer).
21. An answer is considered correct even if mispronounced, as long as the Moderator can discern that's the way those letters could possibly be pronounced.
22. Multiple questions may appear on certain titles and some titles may not be asked about at all.
23. Neither teams nor audience members may use a title/author list or notes of any kind.
24. At the end of a battle, the Moderator announces and allows **15 seconds** for challenges to be articulated through the team's spokesperson only. While challenges are not encouraged, the opportunity is provided. The teams are each limited to one challenge per round. If there are no challenges, the final score will be announced, and a winner will be declared. The battle will be considered complete, and no further challenges will be entertained. The moderator will follow the procedures and rules for challenges provided in this handbook (see "Protocol for Challenges").
25. Accepting the score: Teams will accept and confirm the score. The battle will be considered complete when each team has been provided an opportunity for a challenge and the score sheets have been initialed by each spokesperson. Once the scoresheet has left the room challenges will no longer be considered.
26. Bracket seeding for quarterfinals is based on total points earned in pool play. Wins in the preliminary rounds do not determine which teams move on to the semifinals. Each team plays at least two times during pool play. If there is a tie for the last spot in bracket play, there will be a tiebreaker battle.

27. At the regional and state competitions, a **tiebreaker battle** may be played to break a tie between two or more teams. All teams will be asked one “In which book” (IWB) question and then all teams will be asked one “Content” question. At the end of the tie breaker round, any teams that are still tied will repeat this process until a winner is determined. No team may acquire points from another team’s incorrect answer. Challenges ARE allowed at the end of each tiebreaker round with the usual challenge time in effect.

Battle Officials

The Moderator, Scorekeeper, and Timekeeper will work collaboratively to provide a fair and enjoyable battle.

Moderator's Role

Site Logistics

- Cluster team chairs in such a way that team members can confer easily with physical separation between the two teams.
- Have teams face the Moderator (with backs to the audience).
- Moderator sits or stands at the front of the room facing the teams.
- Teams will hand the Moderator a set of OBOB books when they enter the room.
- In the event that a team member is hearing impaired and needs a sign-language interpreter, the interpreter will stand near the moderator and simultaneously sign the question as the Moderator reads it. Other accommodations may be necessary for team members. These accommodations shall be agreed upon by the regional/state manager with the agreement of the OBOB Executive Board and communicated to the moderator prior to a battle.

Battle Procedures

- Be familiar with the rules and regulations provided in this handbook.
- Attend the mandatory volunteer training prior to the Regional and State (if attending) Competitions.
- Check that you have your room packet with all items needed to run a battle (i.e. in-which-book questions and content questions, coin, timer (may be provided by the coaches, score sheets, pencils, post-it notes, disclaimer, battle rules, and official list of titles and authors)
- Speak slowly and clearly.
- Introduce yourself and the teams.
- Before the first round of pool play read the volunteer/good sportsmanship statement.
- Politely request cell phones be turned off.
- Remove the questions for the battle from the envelope.
- Ask the Timekeeper to do the coin toss.
- While the coin toss is occurring, state aloud that you will be shuffling the questions and numbering the front of each of the cards 1 through 8. Note that there is usually one or two extra questions in each packet. These additional questions are available in case the Moderator inadvertently makes a mistake concerning a question.
- The team winning the coin toss may choose whether they wish to answer even or odd questions. If the team chooses odd questions, they sit on the Moderator’s left. The team sitting on the Moderator’s right will receive even questions.
- Remind the audience they are to be silent spectators. The Moderator may, at any time - before, during or after a battle - request that a team member, coach and/or audience member leave the battle room. The battle will not proceed until the disturbance has been resolved. The moderator has the final ruling. There is no higher authority.
- Moderator asks that each school’s name card be visible to the Moderator during the battle.
- Ask the Scorekeepers if they have the teams’ school names on the score sheet and on the board. Say, " _____ School is answering odd-numbered questions and _____ School is

answering even-numbered questions.” The Scorekeeper will keep score on the white board, giant scoresheet or chalkboard where the teams can see it. One of the coaches or audience member will keep score on the official paper score sheet.

- Ask each team to identify their spokesperson.
- Inform the teams that you will be reading “In Which Book” questions first followed by “Content” questions.
- Prior to reading each question, state clearly the team’s school name and the question number. This helps the Scorekeeper.
- Only the team’s spokesperson can give the Moderator an answer to the question. Only the first answer the spokesperson gives will be accepted. If the spokesperson begins to answer the question prior to the completion of the question the Moderator will stop reading the question and determine whether the answer is correct or not.
- Moderator’s response should be “Correct” or “Incorrect”. Note the score on the question card. If an incorrect response was given, note the answer provided (this is helpful if there is a challenge).
- If the team does not get the answer correct, the question will be repeated to the opposing team who then has 15 seconds to collaborate. Each team can answer a question only once.
- If the moderator stumbles reading a question they should begin again without penalty to the team.
- Read the question in its entirety, then look up and make eye contact with that team.
- Teams have 15 seconds to collaborate.
- A spokesperson may ask to have a question repeated as many times as he or she wants within the 15-second collaboration time. However, the clock will not restart at the re-reading of the question.
- If a team needs the entire 15 seconds to collaborate, the spokesperson must answer immediately when time is called.
- The Moderator will award 5 points for each correct answer. In the case of partially correct “In Which Book” questions, three points is given for a correct title or author, and play then passes to the other team. The moderator rereads the question, stating which part was correct, and asking for the other part of the answer. This ‘acquiring’ team is given 15 seconds to collaborate and may be awarded 2 points for a correct response.
- Occasionally there will be a two-part “Content” question. State that clearly before reading the question. Award 5 points for a completely correct answer. A partially correct answer will be awarded 3 points, and play will then pass to the opposing team. The moderator rereads the question, stating which part was correct, and asking for the other part of the answer. That team may earn 2 points for a correct response. Consult with the Scorekeeper to be certain points have been recorded correctly.
- The Moderator will note the score on the question card and should note the incorrect response given. (If a challenge should occur it will be helpful to refer back to the incorrect answer given.)
- Do not score partial points for “Content” questions unless it is a designated two-part question. A question asking for the full name of a character is not considered to be a two-part question.
- At the end of the battle, ask, “Are there any challenges?” and allow 15 seconds for a challenge from either team’s spokesperson. If there are no challenges, the battle is over.
- If there is a challenge, refer to the “Protocol for Challenges”.
- At the conclusion of a challenge, the scores may need to be adjusted.
- Ask the spokespersons to initial the final score on the score sheet.
- Hand the official score sheet to the OBOB runner who will take it to the scoring room.
- Once the score sheet has left the room there will be no changes to the score.
- **Participant & Audience Management** – In the event that a team, team member and/or audience member does not conduct themselves(s) in a good sportsmanship manner the moderator may stop the battle and quietly speak to the offending person(s). It may be appropriate to step out of the room with the person(s).
 - Should disruption continue the moderator may evict the person(s) from the room.

- An incident report (form is found in the Manual) must be completed by the Moderator and submitted to the Regional/State Manager.

Coach's Role (for Competition)

- Prior to any competition please review good sportsmanship guidelines with your team.
- Teams will hand the Moderator their concealed set of OBOB books when they enter the room.
- The school name card will be visible to the Moderator during the team's battles.
- The Moderator may ask coaches to act as scorekeeper or time keeper (this depends largely on how many volunteers the Regional/State Manager was able to recruit).
- From time to time the Moderator may request the opinions of the coaches but is not obligated to accept their opinions.
- A coach may remind the Moderator of a procedure that was forgotten.
- When the battle is finished, encourage your team to respond cheerfully to the other team: "Good Job" or "Great Battle" or something similar. The coach should also be positive.
- Remind team members to thank battle officials.
- Remember to have the team take their book set with them.
- Do not allow parents or team members to argue about the questions/answers.
- During battles a coach may not communicate (verbally or nonverbally) with their team OR take notes.

Scorekeeper's Role

- Become familiar with scoring procedure and the contents of this handbook.
- Attend the mandatory volunteer training prior to the Regional and State (if attending) Competitions.
- The Scorekeeper will keep score on a chalkboard, giant scoresheet or whiteboard where it is visible to both teams and the audience. One of the coaches will also keep score on the official OBOB score sheet.
- After the Timer has conducted the coin toss, and the winner of the coin toss has chosen to answer even or odd-numbered questions, write the school names on the board.
- Listen as the Moderator announces the school name and question number and award the points correctly.
- The Moderator will also write the scores on the individual question cards.
- Add up the scores at the end of the battle.
- Compare scores with the coach's paper score sheet and the Moderator's scoring on the question cards.

The basics of scoring:

- The team that wins the coin toss chooses whether to have odd or even questions. The team answering the odd-numbered questions must sit to the Moderator's left, and their school's name goes on the left side of the board. See example below.
- The team answering the even-numbered questions sits to the Moderator's right, and their school's name is on the right side of the board.
- All questions are worth 5 points. If a team gets only the title correct on an "In Which Book" type of question they receive only 3 points. The other team then gets a chance to give the correct author for 2 points. The same procedure is followed should the correct author and incorrect title be given. Follow the Moderator's guidance.
- Occasionally there will be a 2-part "Content" question. It will be stated on the question card, and the Moderator will announce that this is a 2-part question. Follow the Moderator's guidance to determine whether 5, 3, or 2 points are awarded.
- Ask the Moderator to pause the battle should any conflicts in scoring arise.

Example:

Smith School (odd questions)

*1. $\frac{\quad}{\quad} 5$
2. $\frac{\quad 2}{\quad}$
*3. $\frac{\quad 0}{\quad}$
4. $\frac{\quad 5}{\quad}$
*5. $\frac{\quad 5}{\quad}$
6. $\frac{\quad 0}{\quad}$
Etc. Etc.

Jones School (even questions)

1. $\frac{\quad 0}{\quad}$
*2. $\frac{\quad 3}{\quad}$
3. $\frac{\quad 5}{\quad}$
*4. $\frac{\quad 0}{\quad}$
5. $\frac{\quad 0}{\quad}$
*6. $\frac{\quad 5}{\quad}$

* = first asked

Timekeeper's Role

- Be familiar with the role of timekeeper and the contents of this handbook.
- Attend the mandatory volunteer training prior to the Regional and State (if attending) Competitions.
- Oversee the coin toss. Toss a coin and let that team spokesperson say "heads" or "tails".
- The team that wins the coin toss may choose to answer either the odd-numbered or even-numbered questions.
- The team answering the odd-numbered questions will sit on the Moderator's left. The team answering the even-numbered questions will sit on the Moderator's right.
- The Moderator will read each question aloud. Start the timing device as soon as the Moderator finishes reading the question. Time for 15 seconds and verbally call "TIME" when the 15 second collaboration time is up. A team's spokesperson may choose to answer in less than 15 seconds. Once the spokesperson begins to answer, stop timing. Do not interrupt an answer to call TIME.
- If the team uses the entire 15 seconds to collaborate, they must answer immediately upon "TIME" being announced.
- At the end of the battle, the Moderator will ask each spokesperson if there is a challenge. Provide 15 seconds for a decision to challenge to be determined.
- If a team chooses to challenge a question, they will have 2 minutes to find the page or passage in the book supporting their answer. Begin timing this 2-minute period when the Moderator hands the team both copies of the challenged book. Call "TIME" when 2 minutes have elapsed. The team may find their page before the 2 minutes are up. If the spokesperson hands the book to the Moderator indicating they are finished, stop timing. Do not count down the time (such as "one minute remaining").
- Announce the end of the 2 minute time period. All team discussion must stop, and the Spokesperson must give an answer.

Protocol for Challenges

- After the battle, the Moderator will ask both team spokespersons if they want to challenge a question. A team may only challenge a question that they were asked. Each team may only offer one challenge per battle.
- The teams have 15 seconds for their spokesperson to respond.
- If both teams wish to challenge a question, the moderator should handle one team at a time. Ask the teams which question they wish to challenge. The team to the Moderator's left should go first. The other team must remain silent.
- In the event that both teams were asked the same question and neither response matched the answer provided on the question card and both teams challenge that question, the team that was asked the question first will be given the first opportunity to prove their challenge. If that answer is accepted by the moderator that team will be awarded the appropriate points and the second team

will not be allowed to challenge that question but will be given the opportunity to challenge a different question.

- Read the question aloud. The team must provide reference for the same answer to the question that they gave during the Battle. Moderator should be able to refer back to answer noted on the question card. In other words, during a challenge, a team may not offer a *different* answer from the one they gave during the battle.
- The Moderator will provide the team with both copies of the book provided by each coach.
- The challenging team will have 2 minutes to find and mark the page numbers (with a post-it note) where the answer can be found in the book they named. The Moderator will not provide the page number(s) of the answer given on the question card. Note that not all of the page numbers will be exact because of different printings.
- The Timekeeper will begin timing **after** the Moderator provides the books to the challenging team. The other team, coach and audience must remain quiet during the 2 minutes.
- The Timekeeper will announce the end of the 2 minute time period, and discussion must stop. There will be no countdown of time.
- Only the challenging team's spokesperson will show the moderator the exact wording that supports their challenge. The spokesperson shall not explain their answer.
- The Moderator determines whether the challenge is successful or not. An answer may be considered correct only by way of evidence. If the Moderator accepts the challenge as successful, and the other conditions for gaining a score were fulfilled, the points shall be awarded and the scores amended.
- Only one team will be awarded the points for a correct answer by the Moderator.
- The Moderator will explain the decision and process of amending points to the teams.
- The Moderator and both the Scorekeeper (using the board) and the additional scorekeeper (using the official OBOB paper score) will amend the points. Amending points may mean points are removed from the team who was presented the question and awarded to the challenging team. In other words, Team A was asked the question and got it wrong. Team B was able to answer the question correctly according to the answer on the card. Team A challenges the incorrect answer that they gave. It is determined that in fact, Team A's original answer was correct (via successful challenge). Team A will receive the points and Team B will have the points removed from their score.
- The Moderator's decision is ALWAYS FINAL and there is NO further discussion.
- A team can challenge the decision on an answer they gave for which they feel they should have received points. A team may only challenge a question that they have been asked and must prove their original response.

Frequently Asked Questions

Where do I find basic information about Oregon Battle of the Books?

Visit the website at: www.oregonbattleofthebooks.org

How does a student participate?

A student participates by reading from the book list provided for that year's Oregon Battle of the Books and discussing those titles and competing in battles with their teammates. Make sure your school/public library is registered by the date listed on the official OBOB website.

Who competes at the Regional OBOB battles?

Any school/public library registered in OBOB may send **one team per division** to their Regional competition. Grant recipients must participate and compete.

Students must participate with the school in which they are registered. School teams may not be made up of students from more than one school. Students not registered on a school team may register on a team with the public library in which derestriction they live.

Students who are currently homeschooled may participate in OBOB as a member of a school team within the public school attendance boundaries of the school in which the student's parents reside (as per ORS 339.460 section B, part f). Homeschooled students may not, however, form a team on their own.

Homeschooled students wishing to participate in OBOB should contact their local school library for OBOB-related class and/or practice requirements (ORS 339.60, Sec B(e)). Homeschooled students may be placed on a school OBOB team at the local level following the same procedures and guidelines used for traditional students. As an alternative, students may register on a public library team as provided above. Students enrolled in virtual schools will follow the same guidelines as homeschooled participants.

Definition of a school:

All public schools listed in the ODE directory and private schools are eligible. A school is defined as “an elementary or secondary school offering a comprehensive instructional program.”

Virtual School: Students enrolled in Virtual Schools will follow the same guidelines as home school participants.

Definition of a public library:

“Public library” or “public library system” means a public agency responsible for providing and making accessible to all residents of a local government unit library and information services suitable to persons of all ages, as defined by ORS 357.400-357.621.

Where do the students get the books?

School libraries should have copies of each book on the list. Public libraries, book fairs, and local bookstores will also be appraised of the titles and will most likely have them available.

When do the students read the books?

The school battles should be completed prior to the Regional Tournament (check the OBOB Website for dates). The reading list for the following school year is announced sometime in May. Reading through the summer is completely optional but available to students.

How do I get questions for my school battle?

Local questions are distributed to registered schools/public libraries by email usually in December or early January. Please do not share the questions with non-registered schools/public libraries.

Can my school obtain questions if the school is not registered for OBOB?

Yes, schools may purchase the current school year questions that are sent for local competitions (questions used for regional and state competitions are not available for sale.) Individuals, businesses, and other non-school organizations may not purchase OBOB questions.

What is a battle?

A typical battle is a tournament or game, somewhat like Jeopardy, in which student teams earn points by answering questions about the books on the book list.

Can we change our school/public library team after the regional battle? Can we add or change members?

Your 5 member team, 4 members and alternate, may not change after the names have been sent in to the regional coordinator as listed on the OBOB website. Names of team members need to be submitted to the regional coordinator two weeks prior to regional competition. Teams of four may add an alternate before the team member names are submitted to the regional coordinator.

How do alternates participate in the Regional/State level competition?

An alternate may only replace a team member between battles; never during a battle. Players may not be substituted once a battle has begun.

Do students have to read all the books?

No. Many students read only about half of the books. There are a few readers who complete the whole list, but there are some who might only be able to read five of the books.

Do I need other schools/public libraries to have a battle, or can I just have only one at my school/public library?

It is best to start small. The first time you conduct a battle, we recommend that you do it alone at your school/public library site. To participate in the Regional Competition your school/public library must simply be registered as a participating school. Some school districts offer district-wide competitions for practice purposes. All registered school/public library teams are invited to attend the regional competition no matter what their status is at the district level.

How do I get started?

Have your school/public library purchase books from the book list and develop an in-house reading incentive system to encourage students to read these books. Request questions for your competition by registering your school/public library in OBOB (via our website) and begin to find sponsors and helpers to support and conduct your local battle at your site or region.

May I use the OBOB logo?

The logo is available for any Oregon Battle of the Books promotional activity, with the proviso that the Oregon Association of School Libraries must be given credit for their sponsorship. Should the logo be used by any commercial entity, the sponsorship credit must be printed somewhere on the same page on which the logo is used.

Who else is participating in Oregon?

Participants are listed on the OBOB website.

Who can I contact if I need help?

You can contact one of the OBOB participants in your area or send your question to oboblita@gmail.com and the question will be considered by the executive committee.

Do we need to have awards for the winning teams?

We suggest that you find ways to honor all participants.

How can I find out more information?

Information is posted on our OBOB Webpage www.oregonbattleofthebooks.org. If you have questions, there is a list of committee member emails at the front of this handbook.

Promotional Ideas

A wide variety of ideas have been submitted for promoting the program and motivating students to read. Several ideas are outlined below.

- Involve parents, teachers, administrators, and the public as much as possible.
- Offer group orientations for students, staff, and parents.
- Do book talks using battle books.
- Make bookmarks from each level's official book list.
- Design visible displays or bulletin boards publicizing the program.
- Saturate school bulletins, district newsletters, and other handouts with program information.

- Encourage teachers to read books or portions of books aloud to students.
- Hold contests to redesign book covers, create bookmarks, design a school logo for Battle of the Books, etc.
- Have students create large posters of book covers to display.
- Develop a variety of study guides or literature units related to the battle books that include games, crossword puzzles, "first line" quizzes, etc.
- Create a large display including title/author lists, participant's names, and places to chart each student's progress.
- Hold a party or a library sleep-over for students who read all of the books on their list.
- Purchase unabridged audio recordings of the books.
- Take team pictures and prominently display them.
- Create murals about OBOB books to place on display in the lobby.
- All-school read: pick one book from the OBOB selection for the WHOLE school to read.
- Classroom teachers meet, read, and discuss the OBOB books.
- OBOB blog and/or Facebook for school community.
- Hold discussion sessions to help teams prepare for tough questions.
- Book stores: ask for promotional area.
- Free book giveaway: focus on OBOB titles for summer reading.
- Distribute bookmarks.
- Create a school logo contest which any student is able to enter. Use requirements such as: Oregon Battle of the Books, school, year listed, and specific size needed for logo. Students can be the judges for greater investment, and the winner's logo is included on the school t-shirt the teams wear to Regionals/State. This has been done with a color printer/iron on transfer with success. The logo winner might also receive a t-shirt.
- Check your local Public Library for their promotional ideas, including practice questions.
- The list is only limited by your own creativity and time! Students who participate in the Oregon Battle of the Books are usually easy to motivate and are enthusiastic. (Do not forget to save a copy of everything you do as a guide for next year).

How to Manage Public Relations

The real key to a publicity campaign is planning. Keep a schedule or timeline for the media, when to submit newsletters for district publications, when to bring in your camera to record momentous events, etc. Please include in publicity items that the Oregon Battle of the Books is sponsored by the Oregon Association of School Libraries.

- Local newspapers, local radio and television stations, as well as statewide publications, are anxious to read and hear about what is occurring in the schools. Even if you have to take the pictures and write the articles, record the interviews, or set up the video gear yourself, it will be worth the effort. Communications with the parents and the community about this popular school program will also open channels that can later be utilized when support for this and other worthy programs may be needed.
- Do a presentation on the Oregon Battle of the Books for open house.
- Get local merchants to display not only the books but also rules and prizes.
- Invite local dignitaries to assist with battles.
- Send out regular parent letters and news releases.
-

Send individual invitations to school board and city council members to attend Oregon Battle of the Books finals in their communities. (Also, invite school board, City Council, and/or public library board members to be officials!)

- Create a link at your local school to OBOB webpages.
- Connect public library webpages to the OBOB webpages.

- Connect with Youth Services at local public libraries for support (displays, promotion, etc.)
- Present at a PTO/PTA or board meeting.
- Present a mock battle at a board meeting and other various locations.
- The Oregon Battle of the Books Committee will be keeping historical data and will be in contact with the media. Please send digital photographs, as well as local news reports, to the Oregon Battle of the Books Chair for use in statewide publicity.
- Just remember to communicate with those around you who might otherwise miss out on important events. Also, save everything you do - every invitation you send, every letter home, every news item, every photo you take, every timeline you prepare. You may wish to reuse items, or remind yourself about ideas from year to year.

Criteria for the Selection of Titles

Oregon Battle of the Books is designed to be an optional program in the schools. A child's participation should be voluntary. Different criteria are used for the selection of these titles than those used in selecting materials for required activities in individual school districts.

Note to Parents: The Oregon Battle of the Books is a voluntary program. OBOB welcomes students in grades 3-12 to participate. The titles are selected with the reading level and maturity in mind--depending on grade level. Selection committee members are trained professionals. At least three committee members will have read a title considered for adoption. You may feel that the content and/or theme of one or two of the titles are inappropriate for your child. Not all OBOB team members are required to read all books on that year's list and students should not be assigned specific books to read for a grade if students or parents have reservations about the content suitability of that title.

Books chosen for the Oregon Battle of the Books list are selected keeping in mind the following criteria:

Number of titles:

- 16 titles per 3rd-5th and 6th-8th grade divisions; 12 titles per 9th-12th grade division.
- Grade level/reading level
- Balanced grade/reading level

Interest:

- A variety of subject areas, plots, settings, and styles
- Balanced interest for boys/girls and wide range of maturity levels within divisions
- Chosen from a variety of genres: realistic fiction, nonfiction, fantasy, science fiction, historical fiction, mystery, multicultural, and Oregon representation

Quality of the books:

- Select high quality, well-reviewed, age-appropriate titles.
- Award winners such as the Newbery, Oregon Readers' Choice, Beverly Cleary Children's Choice Award etc., will be considered

Books on previous lists:

- Titles may have been used as OBOB titles previously.
- Titles must not be repeated within at least four years of being on the list

Publication Information

- Published by a recognized, mainstream publisher (no self-published titles will be considered)
- Titles must be available in sufficient numbers for purchase through major book distributors such as (but not limited to) Ingram, Follett, Scholastic, etc.
- Books should be currently available in paperback format whenever possible.

Intellectual freedom:

In accordance with the Library Bill of Rights and its interpretations, titles that otherwise meet the selection criteria will not be excluded:

"because of the origin, background or views of those contributing to their creation;" or

"because of partisan or doctrinal disapproval;" or

"because of actual or suspected parental objections;" or

"in an effort to avoid controversy with parents."

Book Selection Process

Title selection is a year-long process that is taken very seriously by members of the Title Selection Committees.

Title Selection Committee members

All members of the title selection committees are trained professionals. They must be teachers, librarians or instructional coaches and/or serving on the General Board, or a person retired from one of these positions. There may be up to nine individuals on a title committee for each level. Committee members will be appointed for one year by the OBOB Title Chairperson. Appointments will be made by September of each year.

Title Nomination

- Starting September 1 and ending November 1, title nominations will be solicited from members of the general public for consideration for the next year's reading list. All members of the reading community are encouraged to nominate titles, including parents, students, teachers, librarians, etc. Each individual may nominate up to three titles per division.
- Beginning on November 15, nomination feedback will be solicited from the reading community on titles that are on the nomination list. Any new titles added by the committee will be placed on the nomination feedback list--community members are encouraged to check back in to the nomination feedback for starting in January and continuing through February to give feedback on any titles added by the title selection committee.
- New titles may be added by the Title Selection Committee starting at the January OBOB State Committee meeting. Three members of the committee must agree before a new title can be added to the nomination list, and titles should only be added by the committee to fill a gap in a particular area (for example, a lack of nominations in non-fiction or lack of nominations for male protagonist, high interest titles, etc.).
- Titles from the ORCA (Oregon Readers' Choice Award) and Beverly Cleary Children's Choice Award are automatically added to the OBOB nomination list.

Committee procedure

- Original nomination lists will be shared with the full statewide committee through November 15. Once Title Selection Committee consideration officially starts at the November statewide committee meeting, title lists and comments remain confidential.
- One committee member at each division level will be in charge of editing the confidential title list.
- A book will only be selected for the final list if at least three committee members have read the book and agree that it is a good choice for of the list.
- Publishing considerations – is it available in paperback and is it self-published?
- The committee will check availability of titles prior to putting the book on the list.

- If title selection members think a title may be controversial all committee members should read the book before a final vote and the Executive Committee shall also have the opportunity to review the book.

Final title lists

- The committee will strive to have half of titles chosen at the January meeting. However, this may not always be possible.
- Potentially controversial titles will be read by the Executive Committee for their input but the final selection is up to the selection committee.
- Once a title has been placed on the final list and announced to the public, it cannot be removed, except in the event that a title will be unavailable in adequate numbers for participating schools.

Question Writing

Questions for the three levels (local, regional and state) of OBOB competition are written by members of the question writing team using specific guidelines provided to each question writer. Completed sets of questions are submitted to the Question Manager for each level by August 15 (or earlier) so that they can be edited and made available in a timely manner.

Prepare for writing questions by first reading the entire book. Each book will have 80 questions: 40 “content” and 40 “in which book” questions. Questions will be from *all* parts of the book. Questions are generally short and specific about important details in the books. The Moderator is provided the answer and page number on which the answer is found (please note that page numbers may vary in different editions of a title.

Sample Battle of Books Questions

The following sample questions are examples of appropriate wording for question writers. Both "In Which Book" and "Content" questions may be written for the same portions of a book. Questions in the competition will include additional information from the book on each card.

Sample “In Which Book” questions (answered with the book’s title and author):

In which book does one of the characters write a love note as a prank?

Little Women by Louisa May Alcott p. _

In which book does a character receive a postcard with a skyscraper on the front?

Play to the Angel by Maurine Dahlberg p. _

In which book is a tombstone used for something other than marking a grave?

The Wright Brothers by Russell Freedman p. _

In which book does a child get to work alongside adults as an assistant in a hospital?

Close Encounters of a Third World Kind by Jennifer J. Stewart p. _

In which book does the main character live on a 12 acre rock surrounded by water?

Al Capone Does My Shirts by Jennifer Choldenko p. _

In which book does a family participate in “Las Posadas”?

Becoming Naomi Leon by Pam Munoz Ryan p. _

In which book is a character saving money to buy a gorilla?

Clementine by Sara Pennypacker p. _

In which book does a character lose both parents in a boating accident?

The Fellowship of the Ring by J. R. R. Tolkien p. _

Sample Content questions (answered with specific information from the book):

Little Women

What does Amy do to destroy Jo's book?

Answer: burn it in the fireplace

p. _ Author: Louisa May Alcott

What prized possession does Greta's mother plan to sell?

Answer: a piano

p. _ Author: Maurine Dahlberg

The Wright Brothers

What do the Wright Brothers do with a damaged tombstone?

Answer: they build a printing press

p. _ Author: Russell Freedman

Close Encounters of a Third World Kind

Two Parts: What two jobs are assigned to Annie?

Answer: care for her sister AND help in the hospital

p. _ Author: Jennifer J. Stewart

Al Capone Does My Shirts

What is the name of the island where Moose Flanagan lives?

Answer: Alcatraz

p. _ Author: Jennifer Choldenko

Becoming Naomi Leon

What festival do Naomi and Owen attend?

Answer: "Las Posadas"

p. _ Author: Pam Munoz Ryan

Clementine by

Two Parts: What are the two things that Clementine fears?

Answer: pointy things AND boomerangs

p. _ Author: Sara Pennypacker