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# **Oregon Battle of the Books Regional and State Manager Manual 2022-2023**

This document is intended to provide resources to assist regional and state managers in organizing their competitions. It is important for regional managers to follow standard procedures across the state. Only the handouts included in this manual should be distributed to participants and volunteers.

All information included in this manual is consistent with the Official  
OBOB Handbook 2022-2023

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For more information and resources, visit our website:

[Oregon Battle of the Books](https://www.oregonbattleofthebooks.org/)

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# Oregon Battle of the Books Statewide Committee

## State Executive Committee Members:

**Administrative Chair:** Christy Sander – [oboblsta@gmail.com](mailto:oboblsta@gmail.com)  
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**Question Editor:** Ken Randall – [obobquestioneditor@gmail.com](mailto:obobquestioneditor@gmail.com)  
**State Tournament Manager of Volunteers** – Libby Hamler-Dupras – [obobstatevols@gmail.com](mailto:obobstatevols@gmail.com)  
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**Regional Mentor 3-5:** Heidi Pramuk – [obob3to5regionalmentor@gmail.com](mailto:obob3to5regionalmentor@gmail.com)  
**Regional Mentor 6-12:** Kevin O'Dea – [obob6to12regionalmentor@gmail.com](mailto: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 Vice Administrator** – assists Administrator as needed and recruits regional managers.

**OBOB Liaison Chair** – acts as the OBOB liaison with other organizations such as the Oregon Library Association and Oregon Association of School Libraries. Provides support for the incoming Administrative Chair and OBOB promotion projects.

**OBOB Outreach Chair** – maintains the OBOB website, newsletter and Facebook page as well as news related communication

**OBOB Financial Chair** – oversees OBOB budget, regional managers re: finances, donations to OBOB, other finance issues

**OBOB Book Grant Chair** – facilitates and oversees LSTA grants

**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 Editor** – 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 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.

## Welcome!

To everyone serving as regional and state managers, mini-regional leaders, regional and state planning committee members and all other volunteers helping orchestrate regional, mini-region and/or state OBOB competitions we thank you for your time and hard work.

## Regional and State OBOB Competition Guidelines

Regional/State manager will take the lead on local arrangements.

Regional/State manager will recruit a team of volunteers to assist with competition planning and management.

Regional/State manager will delegate tasks to members of the planning committee.

### Regional/State planning committee tasks

The OBOB Statewide Committee includes two Regional Mentors on the Executive Committee. These positions were created to help Regional Managers; please be sure to contact them with questions and concerns. Heidi Pramuk serves as the Grades 3-5 Regional Mentor and may be reached at [obob3to5regionalmentor@gmail.com](mailto:obob3to5regionalmentor@gmail.com). Kevin O'Dea serves as the Grades 6-12 Regional Mentor and may be reached at [obob6to12regionalmentor@gmail.com](mailto:obob6to12regionalmentor@gmail.com).

Please note that there are a number of tasks involved in preparing for and running the regional and state competitions. Some of the tasks listed below are briefly mentioned in one segment and then further explained later. So please do not panic when you might think that you don't understand what to do. Those of us who have compiled this manual recommend that you read through the whole manual at least once before you do anything. And if you are a new regional manager not only do we thank you for stepping up to the plate but we also suggest that you read this manual a couple of times and then contact the Regional Mentor for your age group and ask lots of questions. Remember, we have all been a first year regional manager at some point!

A possible regional planning team might be made up of committee members in charge of: Registration, Battle master, Facilities/logistics, Volunteers, Questions, Refreshments & sales, Printing & packet preparations, Scoring, and PR/photos/awards/recognition.

### Budget Guidelines

A general budget for each Regional and State tournament is suggested to be \$1,000.00 to cover building rental and custodial fees (\$500.00), stationery supplies and copying (\$200.00), and refreshments for the volunteers (\$300.00). Actual expenses will vary from place to place. Some buildings do not charge for building use, some schools donate some or all of the copying and stationery supplies. Some coordinators are able to procure donated refreshments. If you anticipate that more funds will be needed, please contact the State OBOB Committee Financial Chair (the email and phone number are listed below). Managers will only be reimbursed for necessary expenses (face painting, balloons, photo booths, bouncy-houses, etc. are not considered necessary expenses). Please use the form on the next page to submit your expenses. Note that your request for reimbursements should be submitted within 2 weeks of the Regional event. For further information please contact Kim Young, OBOB Finance Chair [obobfinancechair@gmail.com](mailto:obobfinancechair@gmail.com) or text her at Text: 541-708-1124.

Acceptable reimbursements include: building rental, stationary supplies, copy charges, printing charges, and refreshments for volunteers (not students).

Non-acceptable reimbursements include (but are not limited to): face painting, balloons, photo booths, bouncy houses and other forms of entertainment.

## Insurance

It is mandatory for liability purposes that each Regional and State Manager obtain a certificate of insurance. One may be provided through OLA (Oregon Library Association). Contact Shirley Roberts at [sroberts.ola@gmail.com](mailto:sroberts.ola@gmail.com) or call her at 541-962-5824. You will need to let her know what the event is, the date and the location. She will contact the insurance carrier and they will create the certificate and Shirley will forward it to you.

OREGON LIBRARY ASSOCIATION EXPENDITURE REIMBURSEMENT REQUEST FORM (ERRF)				
Date:				
Make Payable To:				
Address:				
Phone Number:				
REGIONAL (ie Region 3 Elementary):				
Committee: OBOB OASL				
Authorized By: Kim Young				
Budget Line to be used for expenditure: OBOB2023 LSTA				
Each request must be authorized by the appropriate committee or round table chair, division president, or the OLA President or Treasurer. Requests without an appropriate signature will be referred back to the committee, round table or division. This can result in significant delay in processing payment.				
<b>CHECK APPLICABLE CATEGORIES AND ENTER AMOUNT IN EACH. PLEASE REMEMBER TO ATTACH RECEIPTS.</b>				
X	Category	Amount	To Lobby Public Opinion?	To Lobby Legislative Body?
	Supplies		No	No
	Postage			
	Printing (quest. For Regionals)		No	No
	Travel: Mileage _____ X \$.625 per mile = _____ Lodging			
	Parking:			
	<b>Total</b>			
<b>Submit to Kim Young.</b> Email (preferred; in pdf format) obobfinancechair@gmail.com Text: 541-708-1124 Mail: Kim Young, OBOB FC 1311 E Barnett Rd, Ste 301 Medford, OR 97501		*Each request must be authorized by the appropriate committee or round table chair, division president, or the OLA President or Treasurer. Requests without an appropriate signature will be referred back to the committee, round table or division. This can result in significant delays in processing payment.		

### **Pre-competition: Coach/Team Contacts**

Prepare a list of participating schools in your region pulled from the official OBOB Participant Spreadsheet. School names, OBOB Coordinators, emails, etc. can be found on the OBOB website.

Check your region's registered schools for accuracy. There may be duplicates that need to be figured out and sometimes schools select the incorrect region number when they register.

Request a confirmation response from each school so you can proceed with planning the tournament around a definite number of teams at each level.

Request pre-registration of teams with names of team members identified 2 weeks prior to regional event. *Send reminder emails if there is no response. It is sometimes necessary to call school representatives for the information.*

Some region managers set up an online pre-registration form.

#### **Include in the email contact with schools/coaches:**

- Confirm date, time, and place of tournament
- Map to school to be used as regional site
- Schedule
- Pool Play assignments (tentative)
- Rules and procedures (see appendix)
- Reminder to bring a set of books (in closed bag)
- Request cell phone numbers for coaches to facilitate contacts at the event.

If any questions arise regarding the participation of school teams, refer to "General Player and Team Rules" in the official OBOB Handbook 2022-2023.

Email participation certificates and the behavior contract to schools for team coach printing (see appendix).

### **Pre-competition: Other Contacts**

Most regional tournaments are held in a school building but it is not required. Public libraries or churches are examples of possible alternative buildings to contact. Be sure that the location of the regional tournament has enough rooms to accommodate the event.

There will be no virtual regional competitions unless ODE specifies we do so.

Contact the host school to reserve rooms and equipment needed. A certificate of insurance is needed and may be obtained through OLA (specific information is located under Budget Guidelines) Send date to OBOB chair for posting on website.

Determine the budget that OBOB will provide for staging your regional tournament and communicate with OBOB Finance Chair who coordinates the work of Region Managers. Typical expenses can include printing, timers, supplies, and refreshments for volunteers, & "thank you" tokens. Unnecessary expenses such as photo booths, balloons, entertainment, etc. will not be reimbursed by OBOB.

Negotiate arrangements with the school or district to "comp" the use of the facility. Reimbursement for custodial expenses is reasonable and typical. (see section on Budget)

Recruit adult and student volunteers from participating schools and the community. Encourage participating schools to send volunteers to assist as moderators, time and score keepers in addition to sending a coach/judge. *Consider recruiting local high school and/or college service club members or Honor Society chapters.*

Some regions invite local dignitaries or celebrities to make an opening welcome statement and to read questions or just observe. Don't be shy about asking, they love to be seen at this type of positive event.

Contact local media outlets to arrange for publicity for the regional tournament. Prepare press releases about the regional. For a sample press release see page 50. (Also see "How to Manage Public Relations" in the OBOB Handbook)

Some regional managers have found creating a website with this information and the necessary forms to be helpful.

Prepare blank name tags or school name tags for team members and coaches (no student last names.)

If yours is a large regional, you may need to arrange for lunch options. Often local service clubs or other groups are interested in selling lunch items as a fundraiser. If selling items is not feasible, remind coaches that team members should bring sack lunches in case they advance in bracket play.

Some regional managers have invited an author to appear at the tournament. An author talk and/or book signing might be a good event to plan while scores are being tallied prior to bracket play. There is no room in the budget to pay for an author's appearance at the regional level.

Many regional managers contact a local bookstore to set up a book fair to sell books already identified for next year's OBOB competition.

### Competition Preparations

- Handle registration of teams and creation of battle schedule for Preliminary Pool Play.
- Set-up score spreadsheet prior to the event to auto calculate on a computer.
- Provide name tags and labels for adult and student volunteers. (reader/moderators, timekeepers, scorekeepers)
- Purchase or borrow stopwatches as needed for number of rooms in Pool Play or use "smart" phones.
- Receive pins for winning teams from OBOB Outreach Chair.
- Prepare documents for Room Packets. *(contents detailed below)*
- Prepare documents for Team Packets. *(contents detailed below)*
- Prepare a map of school (with battle rooms and bathrooms designated).
- Prepare poster of room assignments for pool play.
- Prepare poster of brackets and room assignments ready to fill in as play proceeds.
- Assign a team to prepare rooms for competition the evening before the event.

### Volunteer Preparations

Provide time and space for training of all volunteers prior to the start of play. Communicate to volunteers (reader/moderators, timekeepers, scorekeepers) the expectation that they must attend the volunteer training.

You may request assistance from the State OBOB Committee in contacting experienced trainers in your area who may be willing to help out.



Arrange for water and refreshments for volunteers. Check on the available budget for your region.

*It is always nice for the volunteers to have a staffed room where they may leave their belongings, pick up snacks & water and receive additional assignments after the pool play rounds.*

Prepare Room Packets to distribute to Reader/Moderators at the training.

Assign a reader/moderator, timekeeper, and scorekeeper for each battle room ahead of time.

In advance of the tournament verify names of coaches or their designee who will accompany each team. Note: Some coaches have teams in more than one division.

Plan for a few extra volunteers in case of absentee moderators, timers & scorekeepers.

Recruit local students to begin the day at key areas to direct teams and others around the building. The students may also act as runners to take final score sheets to the scoring room.

Provide a short presentation as a training for officials of a well-run competition. A slide show and/or video may be available on the OBOB website. Check link OBOB website [www.oregonbattleofthebooks.org](http://www.oregonbattleofthebooks.org) – Regional and State Resources

Identify those responsible for “running” score sheets/questions to the main tally station at the end of each round.

*It is strongly suggested that the main tally station be a room other than the volunteer room.*

Send reminders and directions to volunteers via email.

Organize a “cleanup crew” to help put facilities back in order. (contact school service clubs)

Organize pool play schedule of battles. See appendix for sample schedules of how to rotate teams so that each team plays twice in each pool play.

### Site Preparations

Post directional signage to the OBOB event at the site.

Have student volunteers arrange furniture in rooms ready for battles (preferably the night before)

Create a sample room and/or diagram of how the rooms should be set up.

*(If the school has “Smart Boards” make sure that they are either covered with butcher paper or labeled with a sign “Do not write on the Smart Board”)*

Make prior contact with teachers whose classrooms will be in use for the event and ask them if they could provide white board space for scorekeeping. Offering a diagram of how the room will be set up will help them to clear the front of the room.

Create signs for room doors “Battle in Session; Do Not Enter” (see appendix).

Designate a hospitality room where refreshments for volunteers will be available.

Designate a scoring room that allows scoring volunteers to work uninterrupted.

Provide a list to custodians of classrooms and other locations to be used at the event.

Assign the rooms that will remain in use for bracket play.

## Registration

Team Check-in (by coach) – when all team members have arrived.  
Verify team roster of names.  
Distribute Team Packets to coaches.  
Collect behavior contracts  
Make extra handouts available for parents & others to pick up near the registration table.  
(such as the schedule, title list, rules, maps)

## Tournament Hosting

Gather team participants and parents in an auditorium or gym for the general opening session.  
This should occur simultaneously as readers, scorekeepers, and timekeepers are in volunteer training.  
Host the general opening session or designate another host.  
*This is a good time to have a local celebrity or official give a brief welcome.*  
Hang posters of brackets and room assignments for bracket play – keep updated as play proceeds. *Some managers will project this information via computer & projection device.*  
See appendix for sample bracket structure.  
The OBOB committee prior to the regional competitions will set the number of teams advancing to the state competition. Every region will send at least one team to state per division.  
Recognize winning teams at the conclusion of play and present OBOB pins.  
Take photos of winning teams to include in press releases to local media.

## Tournament Structure

### **PRELIMINARY POOL PLAY**

Regional Managers should plan two rounds of Pool Play so that teams have more opportunities to battle. The suggested schedules in this Manual are for two rounds of Pool Play.  
Set up round robin matches in groups of three teams.  
Each team plays two out of three matches.

If your total number of teams is divisible by three, room assignments are simple.  
Example:

9:00 Team A vs. Team B  
9:20 Team B vs. Team C  
9:40 Team A vs. Team C

If the total number of teams is not divisible by 3, then you need to adjust the room assignments of two teams that will need to switch rooms during pool play. Be sure that these teams are assigned to rooms that are close to each other to facilitate the switching.

Example: Scheduling of 16 teams (divisible by 3 plus 1 remaining team = 6 rooms

*You would need 4 rooms with 3 teams each and 2 rooms with teams that have to switch rooms as in the following example:*

### **Pool 5 Room 5**

9:00 Team P vs. Team O  
9:20 Team O vs. Team N

### **Pool 6 Room 6**

9:00 Team N vs. Team M

9:20 Team M vs. Team P

Example: Scheduling of 8 teams (divisible by 3 plus 2 remaining teams = 3 rooms

*You would need 1 room with 3 teams each and 2 rooms with teams that have to switch rooms as in the following example:*

### **Pool 2 Room 5**

9:00 Team A vs. Team B

9:20 Team B vs. Team C

9:40 Team A vs. Team E

### **Pool 3 Room 6**

9:00 Team C vs. Team D

9:20 Team D vs. Team E

Be prepared to adjust room assignments at the last minute since there can be “no show” teams.

When creating the pool plays, try to match teams with teams from school districts other than their own district.

Along the same line, try not to pair specialty schools together (for instance, two private religious schools).

Please retain the pool play combinations and use it as a reference the following year so that teams are not paired with the same school as the prior year.

Bracket seeding is based on total points earned in pool play. The number of wins in the preliminary rounds do not determine which teams move on to brackets.

### **TIE-BREAKERS**

If there is a tie between two or more teams for the final position in bracket play (8 or 16), then a tie-breaker battle will need to be quickly scheduled with those teams.

See #26 in the Official Rules and Procedures for tie-breaker instructions.

Tie breaker questions are included in the question sets, but no tie-breakers will be used during pool play.

Tiebreaker questions are only used to determine placement in brackets after final pool play tallies are done. A

Tie Breaker Score Sheet is provided in the Appendix section.

### **BRACKET PLAY**

The number of teams that will advance to bracket play will depend on the total number of teams competing in that division.

16 or more teams competing = top 16 teams advance (Sweet 16)

then on to Awesome 8 and Fabulous 4

8 - 15 teams competing = top 8 teams advance (Awesome 8)

then on to Fabulous 4

There can be some adjustment in how far Bracket Play is extended. Larger regions send more than one team

to the State competition. The scores (highest to lowest) would determine the ranking. However, remember that these readers are competitive and will want to know their rankings. It is advised to have a Championship round with the top four teams.

Be aware that teams and coaches may want to see a final match held so first place is determined via a Championship battle. A consolation match may be held simultaneously as the final match to identify the tournament's third and fourth place team. Final battles are 32 questions.

Smaller regions might only be sending one team per division to State and can begin bracket play with the top 4 teams from Pool Play; however, it is recommended that an Awesome 8 bracket be played even if there are less than 8 teams. Since time constraints do not impact smaller divisions, it is a better experience for the students to get to play more times.

See appendix for bracket diagrams.

Print a few 32 Question score sheets to have ready for use in each division's final match. All other battles will use 16 Question score sheets.

## **SAMPLE TOURNAMENT SCHEDULES**

We offer three different model schedules (see appendix) that you can adapt for your region's divisions depending on the number of teams competing.

There are two factors to consider when developing your schedule and room assignments

- a) the number of teams participating in each division and
- b) whether the number of teams is divisible by 3 with no remainder, 1 remainder, or 2 remainders.

## **Scoring**

Create a "point spreadsheet" prior to the competition to enter and have the computer calculate totals. Investigate projecting this in the auditorium or commons area instead of using a large poster.

*It can be smoother communication in addition to lessening the possibility of any mistakes.*

Keep track of points as scores are reported for purposes of determining seeding for bracket play.

Advancement of teams from Pool Play is determined by the tally of points earned in the four matches. If ties occur for bottom spots, tie-breaker matches will need to be held.

All rounds of play will use the 16 Question score sheet (8 IWB [In Which Book] & 8 content).

Only FINAL matches in each division will use the 32 Question score sheet.

Identify at least 2 volunteers to cross-check scores and 2 volunteers to check entries on the computer before anything is presented to the auditorium, etc.

See Appendix for scoring samples and bracket structure.

## **Schedule – this schedule is for two rounds of Pool Play**

7:30 – 9:00 am Registration of teams

8:00 am Training of volunteers

9:00 – 9:15 am General opening session for participants and parents

9:15 – 10:15 am Pool Play Round 1

10:30 – 11:30 am Pool Play Round 2

11:30 am Announce teams to continue to Sweet Sixteen

Depending on the number of teams in the region and each division, it can mean as many as 4 rounds (beginning with the top 16 teams) or as few as 2.

Plan for tiebreaker matches possibly needed prior to bracket rounds.

11:30 – 12:30 Lunch Break

12:30 – 1:00 Sweet Sixteen Round

1:00 – 1:30 Awesome Eight Round

1:30 – 2:00 Final Four Round

2:00 – 2:30 Championship Round

2:30 – 2:45 Awards and Photos

## Questions

Prepare Questions: copy, cut, sort, place in envelopes w/labeling of round, room, teams, etc.

*Clearly label round 1, round 2, round 3 since reader/moderators must go in order-especially when some teams may need to switch rooms.*

Receive instructions on creating question sets that will be sent by OBOB Question Editor.

Maintain security for competition questions (organized and labeled in rounds).

Room packets should include the 6 question sets needed for Pool Play rounds, but questions for bracket play should be dispensed as needed to reader/moderators.

## *Incident Report*

From time to time mistakes are made, rules or guidelines are not adhered to, and/or tempers flare. If an incident occurs or a complaint is made, please complete the incident report provided in Addendum R. Incidents requiring the report form are rare but we want everyone to have this tool to help move matters forward. Please remember that a moderator's decision will not be changed or modified. And, once the scoresheet has left the battle room it may not be changed or amended.

## *Follow-up*

Clean-up crew restores rooms and all equipment as they were before OBOB.

Keep track of receipts for reimbursement from OBOB Finance Chair.

Prepare basic thank you notes, cards or a few chocolates in a gift bag (from the Dollar Store) for volunteers at the competition.

Report regional winners' names to the designated state manager two weeks prior to the State competition. You may use the form in the appendix or your own version of it. It is recommended that the regional managers photocopy the form as needed and put the blanks into the battle packets for the final battles (and 3rd-place battles or semi final battles, if more than two teams from a division in that region are qualifying).

Send out press releases that include names of regional winners and photos as appropriate.

Encourage region schools to have students, parents, and teachers to fill out Survey forms on the OBOB web site. *Input is needed from those who may not have attended a regional.*

## II. Miscellaneous Instructions

### Facilities

Need large group space for 100-800 students, parents, siblings & coaches

2-4 tables for registration of teams

8-32 classrooms needed for simultaneous Pool Play

Volunteer room

*(with a sound system and projector for training purposes, seating, tables or a counter for setting out any food offerings, and a clear white board or lots of butcher paper will be needed for volunteers to sign up for matches after pool play)*

Scoring room

Restroom access

Microphone/PA System for the large group area

*(Have a spare battery available for the microphone)*

Have facilities open by 7:00 am (set up classrooms on Friday afternoon if possible).

*If the competition location is "computerized" make sure that not only the doors are unlocked but also the hall and bathroom lights are programmed to come on. And be sure to have the phone number of the head custodian just in case...*

Exchange cell phone numbers so key team members can communicate during the event. Be sure that the phones are on vibrate.

Set up computer and projector if planned for projecting scores and brackets.

### Classroom furniture

4 chairs arranged in clusters on each side of the front of the room. The chairs can be arranged around a desk if desired.

*Teams should face the reader/judges rather than the audience*

table or podium in the center for reader/moderator

chairs for the timekeeper and scorekeeper

white board, easel and pad, or overhead projector for scoring for audience

*(marking pens, etc.)*

chairs at BACK of room for audience viewing

### Room Packets

Use 9"x12" manila envelopes with instructions attached to envelopes.

Label room packets with room numbers, moderator name, and teams battling.

Include where scores are to be reported on the instruction sheet.

### Items to include:

List of official OBOB book titles and authors for that division (see appendix)

Rules/Procedures (see appendix)

Duties of Battle Officials (see appendix)

*(Reader/Moderator, Judge(s), timekeeper, scorekeepers)*

Score sheets – 16 Q score sheets pre-labeled if possible (see appendix)

Question sets (6): Labeled for each Pool Play round. (e.g.. round 1, round 2, round 3)

*(No tiebreaker questions will be used in Pool Play)*

Door sign "Battle in session" (see appendix)

Map

Coin for coin toss (*use a poker chip, penny or a nickel because you won't get all of them back!*)

Have timekeeper use a cell phone

Post-it Notes

Pencils/Pens

White board marker and/or marker pen

Incident report form

Clipboard (optional)

### Team packets

Pool Play Battle Schedule

Team/Student name tags (set up ahead with school name)

*Students who are not allowed to have their picture taken should have a colored dot or line on their name tag (red is good and bright)*

Tent sign with name of team

Coach name tag

Rules/Procedures (see appendix)

Map of the school with the pool play rooms designated

*Certificates should have been emailed to coaches prior to event (see appendix)*

### Volunteer Check-in

Prepare a check-in list or sign-in sheet for volunteers.

Prepare Volunteer Job List: assign volunteers for each round, role, job need.

*(Try to use adults--especially those who have experience with OBOB--for the position of moderator. High school and college students make wonderful time and scorekeepers.)*

Provide name tags for volunteers (blanks that they can fill in)

*It is helpful to print out labels for "moderator", "scorekeeper", "timekeeper" to attach to nametags of battle officials.*

Distribute name tags (lanyards and aprons at State)

Assign each volunteer their pool play room and advise them that the moderator for the room will have all of the forms etc.

Advise volunteers to check back into the volunteer room to receive further assignments after the pool play.

*Some volunteers won't be able to stay for the whole event.*

Set up extra jobs for extra volunteers, but if you have absentee battle officials you can plug them in where needed.

Keep one official assignment chart at the registration table for consistency.

### Registration Table

Verify that each team member and coach/judge is present.

*Any student who is not allowed to have their photo taken must have an identifying symbol on their name tag that shows s/he may not be photographed.*

Obtain the cell phone number of the team coach and/or responsible parent.

Extra handouts for parents and other guests

Official title list (bookmark)



Rules and procedures  
Pool play battle schedules  
Map of school

Boxes or baskets for COLLECTION of the following: *At registration advise teams where to deposit the following items*

- o Lanyards & aprons at State
- o Room packets/envelopes
- o Supplies

### Opening general session

See appendix for sample opening scripts.

See appendix for disclaimer to be read aloud to participants and guests.

Include introductions

Purpose of OBOB

Background of OBOB/LSTA and sponsors

Thank you to hosts and volunteers

Recognize all students for the privilege of representing their school for Regional competition.

Turn off cell phones

Photos/publicity Mention that students who may not have their picture taken should have a distinctive mark on their school name tag such as a colored circle sticker.

Care of classrooms & teacher materials

Quiet time/ hallway access during play

Review main rules with all teams prior to play.

Review ground rules for the facility. Such as, only eating in the cafeteria....:

Audience instructions/sportsmanship.

Review seeding procedure for bracket play that will be based on points from pool play.

Review procedure for announcing teams who will advance to bracket play.

### Battle Officials

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

Provide each battle official a copy of the duties designated for that role. See appendix for full battle official job descriptions.

#### Moderator/Reader

- Review rules and expectations.
- Will read questions and run the Battle.
- If a question is misread at the regional or state competitions, a new question may be given.
- Make notes on question cards of wrong answers given to refer to in case of challenges.
- At the end of a battle, the moderator/reader will ask the scorekeeper to verify the final score with the Judge(s) and then take it to the official scoring room.
- Render decisions on challenges or other questions.
- Discussion with coaches, if necessary, should be made out of hearing and line of sight of participants and audience members. Move into the hall if necessary.
- Decisions by the reader/moderator in the room will be final.

**Scorekeeper**

- Will keep the official score on a visual projection device or chalk/whiteboard, in a way that is visible to the audience.

**Timekeeper**

- Oversees coin toss.
- Will use a timing device and indicate when specific time periods have expired.

# Appendix

## Sample documents & “Ready to Print” handouts

*Note: Please discard any old copies of handouts and only copy the handouts that appear in this appendix.*

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## **Handouts for Room packets**

### **Handouts to include in Moderator Packets**

Include Appendix items Tournament Rules and Procedures, Battle Officials, Pool Play Battle Schedules, 2022-2023 Official Titles, Score Sheets (16 questions), Sample Score Sheet Filled In, "Battle in Session" Door Sign

For final and semi final rounds include OBOB State Team Form

### **Handouts for Team packets**

Include Tournament Rules and Procedures, Pool Play Battle Schedules (with room assignments), Opening Session Disclaimer, Map of tournament site

### **Handouts for Parents (available in registration area)**

Tournament Rules and Procedures, Pool Play Battle Schedules (with room assignments), Map of tournament site

## 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 the State Tournament will consist of 32 questions (16 of each type). The battle(s) determining which teams will advance from regionals to the state tournament (the "Round to Go") will consist of 32 questions (16 of each type).
4. Competitions begin with two pool play rounds, with the top scoring teams proceeding into a single-elimination knock-out tournament. All teams play at least four times. Advancing teams will be determined by their cumulative 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 fewer than four players, but not 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 may review the rules and read a good sportsmanship statement with the participating teams. The Moderator will 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 considered or recorded for points during a battle.
12. The Moderator will shuffle and number the question cards (or use pre-numbered questions if provided). The Moderator will ask a question, prefacing the question with the name or location of the team to which it is directed. 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 give an answer to the Moderator, all discussion must stop. **Only the first answer the spokesperson gives will be accepted; the team cannot change their initial answer or use up any remaining time to guess other answers.** The Moderator will not ask for more information or details. Acceptance (or not) must be based on what the spokesperson answers, 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 answer without hesitation. Note that during pool play for 3-5 battles, there are no steals and this situation would result in the Moderator moving on to the next question.
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, they should stop and start over without a time 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](http://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 on Content questions unless the question is a designated two-part question. Asking for a full name is not considered to be a two-part question unless specifically designated as such, so failure to give a complete name in response to such a question will result in 0 points.
17. During pool play battles for our 3-5 division, if a team gives an incorrect answer, no points are awarded. The battle continues with the next question and the other team. No steals are allowed for this age division in pool play battles. For 6-8 and 9-12 divisions, and for knock-out battles in the 3-5 division, if a team gives an incorrect or partially 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 first team.
18. In the event that neither team answers correctly, the Moderator will provide the correct answer. Regardless of who scored on the previous question, even-numbered questions will be read to the even team first, and odd-numbered questions will be read to the odd team first. This means that an acquiring team may get to answer two questions in a row: the one it acquired in a steal opportunity, followed by their own.
19. If a question is being read and the spokesperson interrupts the Moderator, that team's spokesperson must answer the question immediately. Note that quietly whispering with teammates is not considered an interruption.
20. If the Moderator makes a significant mistake while reading a question such that any part of the answer is revealed or heavily hinted at, the question shall be considered spoiled and thrown out. If this occurs before the first team has had a chance to answer, the replacement question will be read to the original team first. However, if the first team has already answered the question incorrectly or partially incorrectly, the replacement question will only be read to the second, receiving team. (In other words, the first team will not get two chances to answer a question when a Moderator spoils a question). If it is an "In Which Book" or two-part "Content" question and the first team was awarded 3 points, after which the question was spoiled, the acquiring team will get a new question and have a chance to score the remaining 2 points with any correct or partially correct answer (**no more than 5 points can be scored on any question, regardless of situation**). The substitute question shall be numbered with the number of the original question.
21. An answer is considered correct even if mispronounced, as long as the Moderator can discern that the pronunciation is reasonable, recognizable, and/or phonetic given the letters in the word. This rule extends to author names and words in book titles. A reasonable pronunciation of an author's name should be granted full credit, even if the answer given is not the way the author pronounces their own name.
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 or signed by each spokesperson. Once the scoresheet has left the room, challenges will no longer be considered.
26. Seeding for bracket play is based on total points earned in pool play. Wins in the preliminary rounds do not determine which teams move on to bracket play. Each team plays four times during pool play. If there is a tie for the last spot in bracket play, there will be a tiebreaker battle. Challenges ARE allowed at the end of each tiebreaker round with the usual challenge time rules and procedures in effect. Ties for any other seed in bracket play can be settled by flipping a coin or any random method selected by tournament organizers.

# 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 concealed 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. 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 (unless questions are prenumbered). 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 first. 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 any 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 members 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 necessary 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. (Note that in pool play battles in the 3-5 division, play simply moves to the next question).
- 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 are 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 any incorrect response given. (If a challenge should occur it will be necessary 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 or a city and state is not considered to be a two-part question automatically unless it is specifically labeled as such.
- 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 manner consistent with good sportsmanship. 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 timekeeper (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.

## **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.

## **Scorekeeper's Role**

- Become familiar with the scoring procedures 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.  $\frac{5}{0}$   
 2.  $\frac{2}{0}$   
 \*3.  $\frac{0}{5}$   
 4.  $\frac{5}{0}$   
 \*5.  $\frac{5}{0}$   
 6.  $\frac{0}{0}$   
 Etc.

Jones School (even questions)

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

\* = first asked

## 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 the 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.

## **Battle of the Books**

Total of 18 teams

*NOTE: This illustrates a schedule for 16 or more teams with the number of teams divisible by 3.*

### **Schedule:**

**8:00-9:00: Volunteer Orientation: Rm. #**

**7:30 – 9:00: Team Registration: Pick up packets as a complete team with Adult Coach. Go to gym, review packet, map, rules, and prepare for battles!**

**9:00-9:15: Volunteers and Participants: Gym: Opening remarks, Preparation.**

### **Pool Play Round 1**

#### **Pool 1 Room 1**

9:15: Team A vs. Team B

9:35: Team A vs. Team C

9:55: Team B vs. Team C

#### **Pool 2 through 6 Rooms 2 - 6**

Same setup as Pool 1

### **Pool Play Round 2**

#### **Pool 1 Room 1**

**10:30 – 10:50 Team A vs. Team D**

**10:50 – 11:10 Team A vs Team G**

**11:10 – 11:30 Team D vs. Team G**

### **Bracket Play**

Matchups will be posted as soon as all pool play scores are recorded, tallied and checked.

**Top 16 teams seeded by points (A tie breaker will be held if there is a tie for 16<sup>th</sup> place.)**

#### **12:30 – 1:00 Sweet 16**

Team 1 vs. Team 16

Team 2 vs. Team 15 and so on

Competitions in 8 rooms

#### **1:00 – 1:30 Great 8**

Team 1 vs. Team 8 and so on

Competitions in 4 rooms

#### **1:30 – 2:00 Fabulous 4**

Competitions in 2 rooms

#### **2:00 – 2:30 Championship**

Competitions in 2 rooms – 32 questions

#### **2:30 – 2:45 Awards and Photos**

*The number of teams advancing to the State competition will be decided by the OBOB committee.*

## **Battle of the Books**

Total of 8-15 teams

*NOTE: This illustrates a schedule for 8 to 15 teams with the number of teams divisible by 3 plus 2.  
3 to 5 rooms will be needed.*

**8:00-9:00: Volunteer Orientation: Rm. #**

**7:30 – 9:00: Team Registration: Pick up packets as a complete team with Adult Coach. Go to gym,  
review packet, map, rules, and prepare for battles!**

**9:00-9:15: Volunteers and Participants: Gym: Opening remarks, Preparation.**

### **Pool Play Round 1**

#### **Pool 1 Room 1**

9:15: Team A vs. Team B

9:35: Team B vs. Team C

9:55: Team A vs. Team E

#### **Pool 2 Room 2**

9:15: Team C vs. Team D

9:35: Team D vs. Team E

#### **Pool 3 Room 3**

9:15: Team F vs. Team G

9:35: Team F vs. Team H

9:55: Team G vs. Team H

### **Pool Play Round 2**

#### **Pool 1 Room 1**

**10:30 – 10:50 Team A vs. Team D**

**10:50 – 11:10 Team A vs Team G**

**11:10 – 11:30 Team D vs. Team G**

#### **Pool 2 Room 2**

**10:30 Team F vs. Team D**

**10:50 Team F vs. Team E**

#### **Pool 3 Room 3**

**10:30 Team B vs Team E**

**10:50 Team B vs Team H**

**11:10 Team C vs Team H**

### **Bracket Play**

Matchups will be posted as soon as all pool play scores are recorded, tallied and checked.

**Top 8 teams seeded by points (A tie breaker will be held if there is a tie for 8<sup>th</sup> place.)**

#### **11:30 Great 8**

Team 1 vs. Team 8

Team 2 vs. Team 7 and so on

Competitions in 4 rooms

**12:00 Fabulous 4**

Team 1 vs. Team 4 and so on

Competition in 2 rooms

**12:30 Championship**

*The number of teams advancing to the State competition will be decided by the OBOB committee.*

# Battle of the Books

Total 7 teams

*NOTE: This illustrates a schedule for less than 8 teams with the number of teams divisible by 3 plus 1.*

## Schedule:

**8:00-9:00: Volunteer Orientation: Room #**

**7:30 – 9:00: Team Registration: Pick up packets as a complete team with Adult Coach. Go to gym, review packet, map, rules, and prepare for battles!**

**9:00-9:15: Volunteers and Participants: Gym: Opening remarks, Preparation.**

## Pool Play Round 1

### Pool 1 Room 1

9:15: Team A vs. Team B

9:35: Team A vs. Team C

### Pool 2 Room 2

9:15: Team C vs. Team D

9:35: Team B vs. Team D

### Pool 3 Room 3

9:15: Team E vs. Team F

9:35: Team F vs. Team G

9:55: Team G vs. Team E

## Pool Play Round 2

### Pool 1 Room 1

10:30 Team A vs Team D

10:50 Team A vs Team E

### Pool 2 Room 2

10:30 Team B vs Team F

10:50 Team B vs Team G

### Pool 3 Room 3

## Bracket Play

Matchups will be posted as soon as all pool play scores are recorded, tallied and checked.

**Top 4 teams seeded by points (A tie breaker will be held if there is a tie for 4<sup>th</sup> place.)**

### 11:30: Awesome 4

Room 1: Team 1 vs. Team 4

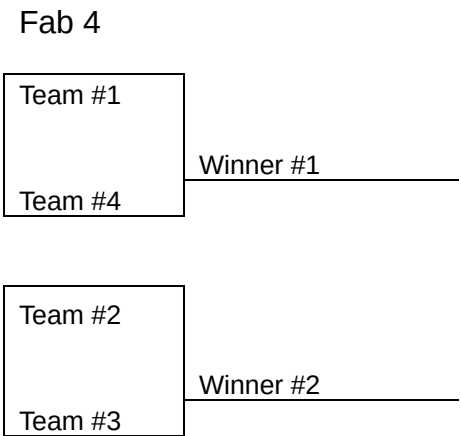
Room 2: Team 2 vs. Team 3

Competition in 2 rooms

### 12:00: Championship

The two winning teams – 32 Question match

Bracket Play Structure for Sixteen Teams Note: Bracket seeding is based on total points earned in preliminary pool play.





**Bracket Play Structure for Twelve Teams After Pool Play, teams 1-4 will have a bye. Top 4 teams from the Terrific Twelve play will move forward to The Great 8 Winners of the Fab 4 advance to the Championship.** Note: Bracket seeding is based on total points earned in preliminary pool play.



*The winner of each bracket play advances to the next bracket play*

## 2022-2023 OBOD Official Titles

The bookmark format of these lists is found on the OBOD website at [Oregon Battle of the Books](#)

### 3<sup>rd</sup> to 5<sup>th</sup> Grade Division

- The Best of Iggy by Annie Barrows
- The Dragon with a Chocolate Heart by Stephanie Burgis
- From the Desk of Zoe Washington by Janae Marks
- Harbor Me by Jacqueline Woodson
- Kinda Like Brothers by Coe Booth
- Letters from Cuba by Ruth Behar
- Me, Frida, and the Secret of the Peacock Ring by Angela Cervantes
- Measuring Up by Lily LaMotte & Ann Xu
- Rescue on the Oregon Trail by Kate Messner
- Shirley and Jamila Save Their Summer by Gillian Goerz
- Small Steps: The Year I Got Polio by Peg Kehret
- Snapdragon by Kat Leyh
- Spark by Sarah Beth Durst
- The Trouble with Weasels by Rob Harrell
- A Wish in the Dark by Christina Soontornvat

### 6<sup>th</sup> to 8<sup>th</sup> Grade Division

- Amari and the Night Brothers by B.B. Alston
- The Barren Grounds by David A. Robertson
- Blended by Sharon M. Draper
- Brown Girl Dreaming by Jacqueline Woodson
- Ghost Squad by Claribel A. Ortega
- The Girl from the Sea by Molly Knox Ostertag
- Girl in the Blue Coat by Monica Hesse
- In the After by Demitria Lunetta
- Me and Sam-Sam Handle the Apocalypse by Susan Vaught
- Slider by Pete Hautman
- Taylor Before and After by Jennie Englund
- The Total Eclipse of Nestor Lopez by Adrianna Cuevas
- Tristan Strong Punches a Hole in the Sky by Kwame Mbalia
- We're Not from Here by Geoff Rodkey
- When the Ground Is Hard by Malla Nunn
- While I Was Away by Waka T. Brown

### 9<sup>th</sup> to 12<sup>th</sup> Grade Division

- All Systems Red by Martha Wells
- Ashlords by Scott Reintgen
- A Boy and His Dog at the End of the World by C.A. Fletcher
- The Dark Matter of Mona Starr by Laura Lee Gullledge
- A Good Girl's Guide to Murder by Holly Jackson

- I Love You So Mochi by Sarah Kuhn
- Legendborn by Tracy Deonn
- Not So Pure and Simple by Lamar Giles
- We Are Not Free by Traci Chee
- What I Carry by Jennifer Longo
- With the Fire on High by Elizabeth Acevedo
- You Should See Me in a Crown by Leah Johnson

# Oregon Battle of the Books Certificate of Participation

This Award is Presented to:

For Competing in the  
Regional OBOB Tournament  
Spring 2023  
As a Representative of:

Name of School

# Sample

## OBOB Parent Permission

Congratulations! Your child has been selected to represent \_\_\_\_\_ School at the Regional Oregon Battle of the Books competition.

The regional battle will take place at \_\_\_\_\_ School in \_\_\_\_\_ on \_\_\_\_\_. The team will meet me at the \_\_\_\_\_ school at 8:00am for registration. The actual battles will take place between 9:00am and 12:00pm.

\_\_\_\_\_ school will NOT be providing transportation to these battles. It is the responsibility of the participant and their family to arrange for transportation to each battle.

If you have any questions about the Regional Oregon Battle of the Books competition, please visit <http://www.oema.net/OBOB/index.html> or contact me at the school.

Thank you,

\_\_\_\_\_  
Library Media Specialist

-----

**Please return this form to \_\_\_\_\_ in the library no later than \_\_\_\_\_ .**

Student Name \_\_\_\_\_

\_\_\_\_\_ **Yes**, my child has permission to compete in the Regional Oregon Battle of the Books Competition at \_\_\_\_\_ on \_\_\_\_\_. I agree to provide transportation to and from this event for my child.

\_\_\_\_\_ **No**, my child will not be competing in the Regional Oregon Battle of the Books competition

Parent Signature \_\_\_\_\_ Date \_\_\_\_\_

Contact Phone Number \_\_\_\_\_



## **Oregon Battle of the Books**

### **Parent and Student Attitude and Behavior Contract**

We recognize that healthy competitive experiences require support and input from parents as well as cooperation by student participants. This contract sets the expectation of good sportsmanship for participants—specifically OBOB team members and parents.

- Parents and student OBOB participants agree to abide by the rules guiding the conduct of battles, modeling the principles of good sportsmanship for each other and all others in attendance.
- Parents agree to give encouragement and support to their children regardless of the degree of success.
- Student OBOB participants agree to encourage one another regardless of success, skill, or playing time in battles.
- Parents agree to stress the importance of respectful behavior toward coaches and battle officials through conversation with their children and by setting a positive example.
- Parents and student OBOB participants agree to accept decisions of battle officials respectfully and contribute positively to team success.
- Parents and student OBOB participants agree to serve as role models and support all teams participating.

**I agree to abide by this contract.**

**Date** \_\_\_\_\_

**Student Signature** \_\_\_\_\_

**Parent Signature** \_\_\_\_\_

Division: \_\_\_\_\_

Building \_\_\_\_\_ Room# \_\_\_\_\_

Moderator \_\_\_\_\_

**Circle One:** Pool Play Sweet 16 Terrific 12 (only H.S.!) Great 8 Fab 4 (Semi-Finals)

Team Name \_\_\_\_\_ Team Name \_\_\_\_\_

School				School			
IWB Question	1 <sup>st</sup> correct answer +3	2 <sup>nd</sup> correct answer +2	Total	IWB Question	1 <sup>st</sup> correct answer +3	2 <sup>nd</sup> correct answer +2	Total
1*				1			
2				2*			
3*				3			
4				4*			
5*				5			
6				6*			
7*				7			
8				8*			
Subtotal : _____				Subtotal: _____			

Content Question	5 Points	+3 or +2 on 2 part questions	Total	Content Question	5 Points	+3 or +2 on 2 part questions	Total
1*				1			
2				2*			
3*				3			
4				4*			
5*				5			
6				6*			
7*				7			
8				8*			
		Subtotal:				Subtotal:	
		Total:				Total:	

Did Moderator offer opportunity to challenge? Yes \_\_\_\_\_ No \_\_\_\_\_

(Spokesperson for each team initials) \_\_\_\_\_

## OBOB Tie Breaker Score Sheet

Note: Challenges are offered at the end of each tie breaker round.

School\_\_\_\_\_

Team\_\_\_\_\_

Subtotal from other side\_\_\_\_\_

### Round 1

	3 points	2 points	Total
IWB			
CONTENT			

Subtotal\_\_\_\_\_

Challenge?\_\_\_\_\_

### Round 2

	3 points	2 points	Total
IWB			
CONTENT			

Subtotal\_\_\_\_\_

Challenge?\_\_\_\_\_

### Round 3

	3 points	2 points	Total
IWB			
CONTENT			

Subtotal\_\_\_\_\_

Challenge?\_\_\_\_\_

### Round 4

	3 points	2 points	Total
IWB			
CONTENT			

Subtotal\_\_\_\_\_

Challenge?\_\_\_\_\_

### Round 5

	3 points	2 points	Total
IWB			
CONTENT			

Subtotal\_\_\_\_\_

Challenge?\_\_\_\_\_

Final Score \_\_\_\_\_

Team Spokesperson's Initials\_\_\_\_\_

School\_\_\_\_\_

Team\_\_\_\_\_

Subtotal from other side\_\_\_\_\_

	3 points	2 points	Total
IWB			
CONTENT			

Subtotal\_\_\_\_\_

Challenge?\_\_\_\_\_

	3 points	2 points	Total
IWB			
CONTENT			

Subtotal\_\_\_\_\_

Challenge?\_\_\_\_\_

	3 points	2 points	Total
IWB			
CONTENT			

Subtotal\_\_\_\_\_

Challenge?\_\_\_\_\_

	3 points	2 points	Total
IWB			
CONTENT			

Subtotal\_\_\_\_\_

Challenge?\_\_\_\_\_

	3 points	2 points	Total
IWB			
CONTENT			

Subtotal\_\_\_\_\_

Challenge?\_\_\_\_\_

Final Score \_\_\_\_\_

Team Spokesperson's Initials\_\_\_\_\_



# Score Sheet – 32 Questions FINAL CHAMPIONSHIP

**DIVISION:** \_\_\_\_\_

Moderator/Reader \_\_\_\_\_

Room# \_\_\_\_\_

School: \_\_\_\_\_

School: \_\_\_\_\_

IWB Question	1st correct answer +3	2nd correct answer +2	Total
1*			
2			
3*			
4			
5*			
6			
7*			
8			
9*			
10			
11*			
12			
13*			
14			
15*			
16			
Subtotal			

IWB Question	1st correct answer +3	2nd correct answer +2	Total
1			
2*			
3			
4*			
5			
6*			
7			
8*			
9			
10*			
11			
12*			
13			
14*			
15			
16*			
Subtotal			

Content Scoring and Final Tally are located on the reverse of this page

Content Question	5 Points		Total
1*			
2			
3*			
4			
5*			
6			
7*			
8			
9*			
10			
11*			
12			
13*			
14			
15*			
16			
Total			
Subtotal from IWB			
Total			

Content Question	5 Points		Total
1			
2*			
3			
4*			
5			
6*			
7			
8*			
9			
10*			
11			
12*			
13			
14*			
15			
16*			
Total			
Subtotal from IWB			
Total			

Challenge offered by the Moderator?

Yes

No

Accept the results of the Battle?

\_\_\_\_\_

\_\_\_\_\_

(Spokesperson for each team initial)

# Score Sheet – 16 Questions - Filled in Sample

Room # **32** Reader **Ann Smith**

Team Name **Wanna Be** Team Name **OBOBers**

School: **East City**

School: **Rock MS**

IWB Question	1st correct answer +3	2nd correct answer +2	Total	IWB Question	1st correct answer +3	2nd correct answer +2	Total
1*	3	2	5	1			
2				2*	3	2	5
3*	3	0	3	3	0	2	2
4				4*	3	2	5
5*	3	2	5	5			
6	0	2	2	6*	3	0	3
7*	0	0	0	7	3	0	3
8				8*	3	2	5
		Subtotal:	<u>15</u>			Subtotal:	<u>23</u>

Content Question	5 Points		Total	Content Question	5 Points		Total
1*	5		5	1			
2		2	2	2*	3		3
3*	0		0	3	5		5
4				4*	5		5
5*	5		5	5			
6				6*	5		5
7*	5		5	7			
8				8*	5		5

Total: 17  
 Subtotal from IWB 15  
 Battle Total 32

Total: 23  
 Subtotal from IWB 23  
 Battle Total 46

Challenge offered? Yes **X** No

Accept the results of the Battle? MM  
 (Spokes-person for each team initial)

CB

**BATTLE IN  
PROGRESS**

**DO NOT  
ENTER**

**UNTIL BATTLE IS COMPLETE**

**PLEASE  
RETURN  
PENCILS &  
PENS &  
SUPPLIES  
HERE:**

**PLEASE  
RETURN  
FOLDERS/  
ENVELOPES  
HERE:**

**Sample Pre-Event Press Release – Be sure to have proper dates and spellings of places and names.**

Press Release *date*

**OREGON BATTLE OF THE BOOKS**

The 2023 regional Oregon Battle of the Books tournament will take place on Saturday, *date* at *location*. Registration of teams and training for volunteers start at 8:00 am and matches begin at *time* am. Teams from \_\_\_\_\_ Counties in divisions 3-5, 6-8, and 9-12 will compete. The top teams in each division will move on to compete at the state OBOB finals on April *date* at Chemeketa Community College in Salem.

At our regional Battle of the Books fifty-two teams will participate in a round robin, quiz bowl type competition hosted by the Roseburg High National Honor Society, the Douglas County 4H program, and Roseburg Public Schools. Students in each division read up to 16 books and answer questions on the content of those books written by volunteer teams of teachers, librarians, and others.

Participation in this competition fosters a love of reading in students and can generate much excitement about academic achievement. The program continues to grow each year to the point now where thousands of students participate at the school level in this important literary enterprise.

In many schools the final school team is selected in a competition held in front of the entire student body, so the reach of the program extends beyond just participating team members. The positive image of reading created by the Battle of the Books has incalculable effects on attitudes toward reading of a large number of area students.

For more information visit

Oregon Battle of the Books  
<http://www.oregonbattleofthebooks.org>

Email contacts:

Jennifer Park (provide email address and/or phone number)  
Judy King (provide email address and/or phone number)  
Terri Middle (provide email address and/or phone number)  
Mary Mintock (provide email address and/or phone number)

**Sample Post-Event Press Release– Be sure to have proper dates and spellings of places and names.**

Press Release *date*

OREGON BATTLE OF THE BOOKS 2023

The regional Oregon Battle of the Books championship took place on Saturday, *date* at *location*. \_\_\_\_ teams participated in three divisions: grades 3-5, 6-8, and 9-12 in a round robin, quiz bowl type competition hosted by \_\_\_\_\_. Other sponsors include \_\_\_\_\_.

Students from schools in divisions 3-5 and 6-8 in \_\_\_\_\_ Counties read up to 16 books and answered questions on the content of those books. High Schools from Lane County competed in the 9-12 division with high school teams from Coos and Douglas. The winners of the final battle competitions will compete at the state OBOB tournament to be held at Chemeketa Community College in Salem on April *date*.

At the 3-5 grade level, the winning team was \_\_\_\_\_ which defeated \_\_\_\_\_ of \_\_\_\_\_ in the final battle.

\_\_\_\_\_ team members are *team member names*. They are coached by librarian \_\_\_\_\_

In Division 6-8 \_\_\_\_\_ defeated \_\_\_\_\_ in the final match. \_\_\_\_\_ team members are \_\_\_\_\_. They are coached by parent \_\_\_\_\_. This is the second year in a row that Fremont has finished in the top 2 teams in its division.

The winning 9-12 team was Churchill High School. Team members are Mika Smith, Teron Meyner, Sean Griffindorf, Bea Angel, and Bruce Ganson. They are coached by librarian Judi Wellshire. In addition, South Eugene High School (2nd place) and Elmira High School (3rd place) will be going to the OBOB state competition.

Participation in this competition fosters a love of reading in students and can generate much excitement about academic achievement. In many schools the school team is selected in a competition held in front of the entire student body, so the reach of the program impacts many students in each school. The positive image of reading created by the Battle of the Books has incalculable effects on the attitudes toward reading of a large number of county students.

The competition is open to all Oregon schools.

For more information visit

Oregon Battle of the Books <http://oboblsta.pbworks.com>

Region managers:

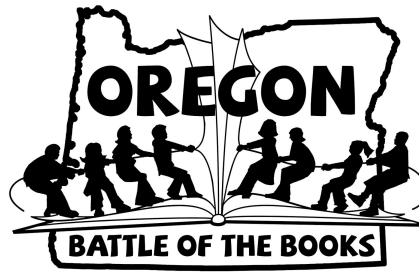
Jennifer Park (provide email address and/or phone number)

Judy King (provide email address and/or phone number)

Terri Middle (provide email address and/or phone number)

Mary Mintoock (provide email address and/or phone number)





## **Opening Session Announcement/Disclaimer:**

**The Oregon Battle of the Books Committee members have thought carefully about rules and how best to organize this competition. Please understand that it is our intent that everyone has a terrific day, practice good sportsmanship, and remember the real goal of Battle of the Books *the importance and pleasure of reading.***

**It is possible that something that becomes important to you has been overlooked or not considered. We hope that you will share suggestions and thoughts so they may be considered in the following years. A team of many volunteers has worked very hard to select good books, write strong questions, and stage this event. The best has been done to ensure a fair and impartial outcome.**

**Good luck to each of the teams, coaches, teachers and parents who have supported Oregon Battle of the Books.**

## Opening Session Script

### ***Present to whole group:***

- Welcome to all the teams!
  - You are all winners!
    - All students on teams in this auditorium should be commended on success at their school level.
    - Outcomes of today's regional battle are important but it is also important to remember to celebrate successes to this point.
- Review purpose of OBOB
- Introduce self
- Thank you to host(s) \_\_\_\_\_
- Thank you to our wonderful dignitaries: \_\_\_\_\_
- Thank you to volunteers- all volunteers in charge of OBOB, no paid positions
- **Read Aloud Announcement/Disclaimer** Appendix P
- Pull and Read!!!
- Audience behavior:
  - Turn off cell phones
  - Teams - when entering the room, please hand your set of books to the moderator. (Don't forget them at the end of the round!)
  - Please use discretion/keep photography to a minimum, respect that teams don't need distraction. Students who cannot be photographed will have a color sticker on nametag.
  - No babies/toddlers unless silent
  - No talking during a battle, only ones to talk should be spokespersons and moderator. Participants must be quiet during the contest. Good sportsmanship is key to enjoying OBOB.
  - Try not to leave/enter the room while a battle is occurring.
  - Dispose of food/trash, you are a guest at the school.
  - Teachers are showing trust sharing their rooms; please leave it as you found it.
  - During the competition time, please keep quiet in hallways.
  - Come back to the \_\_\_\_\_ after the battles.
  - Please stay and support final teams which will represent this region at state competition.
- Round/schedule review
  - There will be two rounds of pool play. Each team will battle twice in each round of pool play. The scores of the four battles will be added together to determine which teams will proceed to the following rounds of competition.
  - Point out 16 questions per round, each team plays 2 rounds, then top 8 (or 16) teams based on points battle, then top 4 teams based on points battle, then final two teams battle with 32 questions.
  - Ties: If there is a tie during a pool-play round, there will be NO tiebreaker questions. The points accumulated will determine seeding for the bracket play; wins do not determine this. If there is a tie between teams with their total points from the two rounds

of pool play, there will be a special tiebreaker round. This only occurs if there is a tie for the top teams for bracket play (16, 8 or top 4 teams).

- Question round explanation
  - First 8/16 questions will be "In Which Book" the Second 8/16 questions will be "Content" questions.
- Coin toss procedure review
  - To determine where teams will sit (to receive even or odd questions) there will be a coin toss. The team that wins will choose where they'd like to sit.
- Alternate(s) rotation option reminder
- Challenge procedure review
- At the end of a battle, the Moderator/Reader must allow 15 seconds for challenges to be articulated through the team's spokesperson only. If there are no challenges, the final score will be announced and a winner will be declared.
  - The challenging team will have TWO 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 timekeeper will begin timing after the Moderator/Reader recognizes the challenge and copies of the book are given to the challenging team.
  - When time is called, discussion must stop.
  - The official timer will announce only the end of the TWO minute time period.
  - The challenging team should be able to provide exact reference to a page in the book so the judge can refer to the correct passage.
  - The judge determines whether the challenge is successful or not. An answer may be considered correct by way of inference. If the judge accepts the challenge as successful, and the other conditions for gaining a score were fulfilled, the points shall be awarded and the scores amended.
  - Limit of 1 challenge per round.
  - The judge's decision is final.
- **Let the battles begin!**

## Sample Speech Encouraging Good Sportsmanship

Parents and Entourages,

When you look at these children here, you see your beloved child. You see a child that you would give the world for. We know this about you.

You also see a whole bunch of other kids that you've never seen before. Here's the important thing: every single one of these kids here today is somebody's important, beloved child. Every. Single. One of them.

And as you go through the day today, as competition gets intense, that is a really important thing for you to remember.

Every child here is a loved child. And we want every child here to leave knowing that.

As parents, some of you—no, ALL of you—are going to have an opportunity today to help your kids grow into the kind of people you want them to be.

Of these teams here, we have \_\_\_ teams whose parents will be helping them celebrate the accomplishment of going on to State. \_\_\_ teams!

We have \_\_\_ teams whose parents will be helping them learn how to deal with disappointment. We have \_\_\_ teams whose parents will have the opportunity—*the opportunity*—to help their kids learn that even when you work really, really hard...even when you do your very, very best...sometimes, you don't win. That's part of life. And it's an important part of life for your kids to learn about.

So, parents, when you have that opportunity today, **don't squander it.**

This is your chance to help your child learn that they can be proud of their accomplishments, they can be proud of how hard they worked, and that YOU are proud of them, even if they don't go to the next level.

Because at the end of the day, there are going to be some kids that are disappointed. You are the ones who have the **privilege** and **responsibility** of helping these kids learn how to handle that disappointment. Maybe it's a lesson on how to focus differently for next year. Maybe it's a lesson that says, "You know what? We had a great time! And we're celebrating that you did so well in the OBOB tournament you made it to Regionals! Let's go get ice cream." There are ways to celebrate with your kids no matter what.

Parents, make a commitment to yourselves right now that you will find a way to let your kids know: You love them.

You know they did the very best they could.

And that even if they don't win today, you **still** love them.

They need to know that.

And that's your job.

# **An Address to OBOB Students**

*By, Heidi Pramuk*

The tournament's beginning  
You'll show us what you know.  
The sixteen books you've read this year  
Have helped you learn and grow.

You've learned about commitment  
Perhaps you've made new friends,  
But the joy you found in reading  
Is a treasure without end.

You've learned to work with teammates,  
With respect, with quiet pride,  
And have found the stress of battle less  
When working side-by-side.

Now, you're at Regionals.  
You may be nervous, tense, or scared.  
But you persevered; you made it here;  
You're here because you dared.

This lesson is important  
As you go on in life.  
Find good friends, work as a team,  
Choose kindness over strife

We all hope that you keep reading books  
That you can ponder, grow, and feel.  
That you firmly grasp the power in books  
To strengthen and to heal.

And know that when we look at you,  
We burst with joy and pride  
At the people that you choose to be,  
Minds to learning open wide



## **Incident Report Form**

Relevant incidents include nuisance or disturbance on facility premises, verbal abuse, threats, aggression, and physical violence.

Where possible, the form should be completed before any discussion between witnesses is possible, as this might lead to allegation of collusion.

For any incident involving or witnessed by a visitor or student, a member of OBOB should complete the form on their behalf.

The completed form should be passed to a person in charge, for appropriate action and recording.

**Date of incident**

**Time of incident**

**Name of person reporting incident**

**Date incident reported**

**Member of OBOB recording incident**

**Date incident recorded**

Please use the back of this page to provide the information requested below.

**Name(s) of person(s) and school \_\_\_\_\_ causing incident**

(where name(s) is/are unknown, provide other details of which may allow their identification)

**Status(es)** (parents/caregivers/visitors)

**Full description of incident** (e.g. names of persons involved; location, nature of the incident)

**Names of any witnesses**

**Statuses**

**Initial action/outcome** (e.g. informal conciliation; warning or banning letter issued)

**Summary of subsequent actions taken by OBOB**

# OBOB STATE TEAM

## Information

*Please print*

**School Name:** \_\_\_\_\_

**OBOB Region:** \_\_\_\_\_

**OBOB Division:**     3-5     6-8     9-12  
(circle one)

**Coach name:** \_\_\_\_\_

**Coach contact email:** \_\_\_\_\_

**Coach contact phone:** \_\_\_\_\_

**Names of team members:**

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

4. \_\_\_\_\_

5. \_\_\_\_\_