



Team Handbook

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rhsforensics.org

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I. About the Team

a. *Introduction.*

- i. Speech & Debate (also known as Forensics) is most simply described as competitive public speaking. The Randolph Speech & Debate Team participates in two competitive leagues in New Jersey: the New Jersey Speech & Debate League (NJSDL; affiliated with the National Speech and Debate Association) and the Newark Catholic Forensics League (CFL; affiliated with the National Catholic Forensics League). Speech & Debate activities fall under three distinct categories to be further discussed later in this handbook; more information can always be found on the various league websites and on our team website. It may seem a bit overwhelming at first, but think of it this way: **there's something for everyone in speech & debate.**

b. *Our Team.*

- i. The Randolph Speech and Debate Team was chartered in 1963, and is far older than nearly every other school club, sport, or activity at Randolph High School. In the intervening years, we have qualified to numerous national championships, including many consecutive years since the early 1990s. We have also produced extremely talented competitors, winning various national tournaments, including a National Champion in Humorous Interpretation in 2005.
- ii. As a co-curricular activity, we actively contribute to and draw from the academic sphere at RHS, and we are one of the largest academic organizations in the school. Forensics as an activity fosters respectful competition, good work ethic, standards of ethics, leadership skills, and mastery of the communicative arts. It is an excellent activity for students of all abilities and interests, and the skills they develop are routinely among the most desired within higher education and the private sector.

- c. *Debate.* There are many different styles of debate on the local, national, and international level. What unites them all is that they are based on the ability to construct, refute, and analyze arguments.

i. Lincoln-Douglass Debate (LD)

1. This is one-on-one debating.
2. It is one-on-one debate focused upon a proposition of value.
3. You are assigned a topic and must be prepared to debate both the affirmative and negative position. (The position you must take alternates from round to round.)
4. The topic changes every TWO MONTHS.
5. This is a main event for NJSDL, CFL, and NSDA tournaments.

ii. Public Forum Debate (PF)

1. This is two-on-two debate.
2. It is team debate focused upon controversial issues that are "ripped" from the newspaper headlines.
3. You are also assigned a topic and must be prepared to debate both the PRO and CON position. (The position you must take alternates from round to round.)
4. The topic changes every MONTH.
5. This is a main event for NJSDL, CFL, and NSDA tournaments.

iii. Congressional Debate (CON)

1. A simulated exercise of the legislative process, focusing upon the U.S. Congress as its model.
2. This is single-person debating in a larger chamber, typically between 12-20 competitors.
3. You write bills, amendments, or resolutions.
4. You give speeches, debate, and vote on the bills, amendments, and resolutions, as presented.
5. You must follow parliamentary procedure.
6. This is a main event for NJSDL, CFL, and NSDA tournaments.

iv. Policy Debate (CX)

1. This is also two-on-two debate.
2. It is two-on-two, team debate focused upon a proposition of policy and the plans/counterplans that go along with it.
3. You are also assigned a topic and must be prepared to debate both the affirmative and negative position. (The position you must take varies from round to round.)
4. The topic stays the same all year long.

5. **This style of debate is not available as frequently in our local area.** It is an NSDA main event.
- v. World Schools Debate (WSD)
 1. This is a team debate of three-on-three. Teams can be 3-5 competitors, but only 3 may debate in a round.
 2. It is focused on a motion that is imagined to come before an international “house” or legislative body for consideration.
 3. Motions can be prepared (with advance warning) or impromptu (one hour to prepare only). All motions are round-specific.
 4. **This style of debate is not available as frequently in our local area, though the NJ district assembles a team to compete at the National Tournament each year.**
- d. *Speech.* These events are diverse, but all are based on performance, speaking ability, connecting with the audience, and using speech to make a larger argument.
 - i. Limited Preparation
 1. Extemporaneous Speaking (EXT). Extemp requires a 7-minute speech on current affairs delivered after 30 minutes of preparation. Extemp is divided into International and Domestic at some tournaments, but is typically combined and topics alternate. This is a main event for NJSDL and CFL tournaments, and International & Domestic are both NSDA main events.
 2. Impromptu Speaking (IMP). Impromptu requires a 3-4 minute speech after 3-4 minutes of preparation, so long as both do not exceed 7 minutes total. This is an NJSDL event, and NSDA consolation event.
 3. Improvisational Acting (IMV). Improv is the same format as Impromptu, except instead of a speech, an improvised scene is performed. This event is unique to NJSDL tournaments.
 - ii. Public Address
 1. Original Oratory (OO). Competitors deliver an original persuasive speech in ten minutes. This is a main event for NJSDL, CFL, and NSDA tournaments.
 2. Informative Speaking (INF). Competitors deliver an original informative speech in ten minutes. This is a main event for NJSDL and NSDA tournaments.
 3. Declamation (Dec). Competitors deliver a speech by another author/speaker in ten minutes. This is a main event in CFL and NJSDL tournaments, limited to only graders 9 and 10.
 - iii. Interpretation
 1. Dramatic Interpretation (DI). Competitors perform/act an interpretation of a dramatic work of prose or drama in ten minutes. This is a main event for NJSDL and NSDA tournaments, and is combined with Humorous in CFL tournaments to comprise the Dramatic Performance (DP) event.
 2. Duo Interpretation (Duo). A team of two competitors perform/act an interpretation of a dramatic or humorous work of prose or drama in ten minutes. This is a main event for NJSDL, CFL, and NSDA tournaments.
 3. Humorous Interpretation (HI). Competitors perform/act an interpretation of a humorous work of prose or drama in ten minutes. This is a main event for NJSDL and NSDA tournaments, and is combined with Dramatic in CFL tournaments to comprise the Dramatic Performance (DP) event.
 4. Oral Interpretation (OI). Competitors interpret a work of prose (PRO) or a self-cut thematic program of poetry (POE) in ten minutes reading from a binder/manuscript. Rounds alternate between PRO and POE. This is a main event for NJSDL and CFL tournaments, and when split into PRO/POE becomes supplemental events at NSDA tournaments.
 5. Program Oral Interpretation (POI). Competitors interpret a thematic, mixed program of prose, poetry, and drama in ten minutes reading from a binder/manuscript. This is a main event for NJSDL and NSDA tournaments.

II. Team Requirements

a. *Team Code of Conduct*

- i. I am a representative of Randolph Township Schools, Randolph High School, Randolph Speech & Debate, team administrators and coaches, and student leadership. I understand that my actions, words, and behavior reflect on all of the above.
- ii. I understand that I am bound to all district and school regulations, rules and principles laid out in the Randolph Speech & Debate Handbook, and any applicable laws. I also understand that all these are

in effect at team meetings, tournaments, or any other venue or activity that the team participates in or hosts, including electronic communications.

- iii. I commit to treating all team members, students, adults, and any other individual involved in Speech & Debate with respect. I understand that the team has a zero-tolerance policy toward harassment, intimidation, or bullying (HIB) of any kind.
- iv. I commit to upholding high standards for moral and ethical behavior. I shall not engage in any public behavior that could reflect poorly on the institutions I represent, or undermine their integrity or credibility.
- v. I commit to promptness in all my dealings with the team, including meetings, tournaments, deadlines, and other events.
- vi. I promise to complete any preparation that may be necessary for competition in a timely manner, including consultation with partners and coaches.
- vii. I commit to balancing my academic, co-curricular, and extra-curricular activities, and will not use one as an excuse to forego the commitments of another.
- viii. I understand that competition at tournaments and championship is a privilege, not a right, and is subject to approval from team administration. I further understand that, if permitted to attend any such tournament, any days or periods of academic instruction that I miss are my responsibility.
- ix. Because membership in Randolph Speech & Debate also entails membership in various state and national leagues, I also commit to upholding the following:
 - 1. All rules and regulations of the New Jersey Speech & Debate League
 - 2. All rules and regulations of the Newark Diocese Catholic Forensics League
 - 3. The Code of Honor of the National Speech & Debate Association

b. School & District Rules

- i. All applicable Randolph High School, Randolph School District, and State of New Jersey policies and procedures for co-curricular groups are in effect during all team-related and sponsored activities.
- ii. Team members are expected to know and abide by the Randolph High School student conduct handbook at all team activities.
- iii. This includes conduct described in the NJ State Harassment, Intimidation, and Bullying (HIB) law.
- iv. Failure to do so may result in referral for school disciplinary action, in addition to possible suspension or expulsion from the team.

c. Membership

- i. Randolph Speech & Debate is proud of its tradition of consistently high rankings and levels of competition. Such success requires a significant commitment from all competitors. In addition to the policies listed below, members should consider their commitment to the team before deciding whether or not to join.
- ii. Team members may be of the following categories:
 - 1. Randolph High School students of any age. It is the general policy of the team not to require try-outs, tests, or auditions of any sort. Unless an RHS student is known to have previously engaged in conduct violating the rules listed above in the preceding section, they should not be denied membership on the team.
 - 2. Randolph Township residents who attend a high school of a different district, so long as that district does not have a viable speech and debate team at the time of their membership.
 - 3. Randolph Middle School students, at the sole discretion of team and district administration.
- iii. Randolph Speech & Debate is an academic co-curricular activity. Therefore, members are expected to excel in and out of the classroom. Students who do not meet a standard of academic performance, at the discretion of team administration, may experience consequences including but not limited to reduced tournament competition or suspension.
- iv. Team members must complete all provided intake forms at the start of the competitive season (or when joining the team) in order to compete. These forms include medical, permission, media release, liability, etc.
- v. All students who earn 25 National Speech & Debate Association points are considered lifetime members of said organization. As it is an honor society, NSDA member students will also earn honor cords to wear at graduation. Point totals are determined by NSDA software and are recorded by the team administration.

d. Team Meetings

- i. Meetings are typically held every Tuesday and Thursday ten minutes after the conclusion of the school day during the competitive season. These meetings typically run until late busses arrive at

RHS. Special meetings or meeting cancellations may be called at the discretion of team administration.

- ii. Regular attendance at team meetings is expected. Members who habitually are absent without informing student leadership will be issued a warning, and beyond that may experience progressive consequences including but not limited to reduced tournament competition, suspension, or expulsion. Two unexplained absences in a row is considered “habitually absent.”
- iii. We encourage members to be active in many other school athletics or activities in addition to the team. With this in mind, as long as members who participate in other activities on a regular basis and inform team administration and student officers, these students will not incur any attendance penalties whatsoever for the specific periods of the activity.
- iv. Members who know they must be absent from regular meetings should inform their respective vice-president or captain as soon as they are aware. Failure to do so will result in the consequences outlined above.
- v. Each meeting will begin with a general meeting chaired by the team president. Then, meetings will split according to category at the discretion of the vice-presidents. Team members should follow the directions of their student leadership in order to maximize preparation time. Meetings typically involve mentorship and large-group practice for novice members, and delegation and small-group practice for veteran members.
- vi. Team members should not engage in outside activities during practice. **This includes homework.** It is expected that team members budget their time successfully and complete required work outside of meetings.

e. Judging

- i. Adult judges are the lifeblood of our activity – without them, it cannot function. Tournaments require the team to furnish a number of judges proportional to the number of entries it registers.
- ii. Each team member is required to provide one judge for each three tournaments he/she competes in. If a team member competes less than three times, he/she will still be required to provide one judge.
- iii. If a team member hits his/her judge credit “cap” for judges provided, he/she may not be permitted to compete until he/she provides a judge or makes arrangements at the discretion of team administration.
- iv. The team also accepts payments in lieu of judges provided at the rate of \$85 per judge. **This is NOT ENCOURAGED** as some of the tournaments we attend do not permit the team to substitute payment for actual judges. This option is typically reserved for special circumstances.
- v. Judges are typically obligated for the **ENTIRE TOURNAMENT** they sign up for. That said, the tournaments we attend can typically make reasonable accommodations, but they are not required to do so and typically only do so on a case-by-case basis.
- vi. Judges may sign up to judge on the team website for each specific tournament. However, judge sign-ups are contingent on actual judging needs at each tournament, and so a judge that signed up initially may not be required when the tournament occurs at the discretion of team administration. For example, if the team’s obligation is 3 judges and 5 sign up, only the first three will judge and earn a judge credit.
- vii. Parent volunteers at the Randolph Fall Classic and for other team needs may also earn judge credits at the discretion of the Boosters and team administration. These requirements and needs typically change from year-to-year.
- viii. Basic requirements for judges include a standard command of the English language (written and spoken), completion of high school, and 18 years of age or older. Additionally, judges for the State Championship and NJ District Qualifying tournament must have prior judging experience.
- ix. Some tournaments permit debate team members in grades 11 and 12 to judge. This satisfies the judge credits outlined above, but is not available at all tournaments. Team members interested should speak to team administration and/or student leadership.
- x. Judge training is provided at the beginning of the competitive season in a variety of formats and venues, including a live training at RHS on the first Monday in November and training materials on the team website. There are also other judge trainings across the state at different times and dates each year.

f. Fundraising & Home Tournament

- i. The team and parent Boosters Association engage in fundraising activities throughout the year, including sales, apparel, and more.

- ii. **Each team member is required to sell one fundraising unit**, typically in the form of fundraising candy boxes. Team members pay for the boxes up front and keep the money they make, earning back every dollar and earning the team a profit.
- iii. **Team members are also required to attend at least one hour of appeal fundraisers.** These appeals take place at various businesses in the area, typically one weekend each in the fall and spring.
- iv. The team's biggest fundraiser is our annual home tournament, the Randolph Fall Classic. Held the Saturday before Thanksgiving, this tournament is the only other team fundraising requirement – **all team members must be available to work the tournament.** Such a massive tournament simply cannot run without 100% team member investment.

III. Tournaments

a. *Logistics*

- i. Competitive tournaments are the cornerstone of our activity. The purpose of meetings is to get members prepared to compete. Most tournaments take place all day on Saturdays between October and March. Team members and parents should plan accordingly, including considerations for bringing or purchasing food. Some national or qualifying tournaments may take place over several days and are much more complex logistically.

b. *Schedule*

- i. Team administration and student officers will release a season tournament schedule as soon as possible each year.
- ii. Each team member must compete in a minimum of two tournaments per season: at least one before the holiday recess, and at least one after. Members who do not fulfill this requirement may experience consequences including but not limited to suspension or expulsion.

c. *Tournament Circuits*

- i. New Jersey Speech & Debate League. The NJSDL is the primary sponsor of tournaments in the state of New Jersey, offering the most events and largest variety of skill levels. There are typically 10-15 league tournaments per year held at member schools across the state. This includes the State Championships and District Qualifying Tournament, both sponsored by the league.
- ii. Newark Catholic Forensics League. The Newark CFL, consisting of both parochial and public schools, typically holds one tournament per month between October and March. These tournaments are held at member high schools across the state. These tournaments offer JV and Varsity levels of some events, with other events condensed together. These tournaments have strict judging quotas with no opportunities to hire.
- iii. National Tournaments. Individual universities and high schools hold tournaments each year that are not associated directly with any league. Many of these tournaments have long histories and traditions, and attract competitors from across the country and the world. Each tournament offers different events.
 - 1. Yale Invitational: Open only to team members who have at least one year of experience on the team. Attendees must also attend special early-season meetings in September.
 - 2. Princeton Invitational: Open to all team members.
 - 3. Penn Liberty Bell Classic: Open to all team members.
 - 4. Harvard Invitational: Open to up to 25 team members who demonstrate extraordinary commitment to the team. This includes number of tournaments attended, number of fundraisers participated in, number of judges provided, readiness to compete, past conduct, and previous years' commitment to the team. If more than 25 team members register, the top 25 will be chosen by coaches according to the above criteria. The roster is final.
- iv. National Championships. Competitors can qualify to national championship tournaments based on a variety of factors. Though they may change from year to year, the three championships that team members typically attend are:
 - 1. Tournament of Champions (ToCs). Open to competitors who earn "bids" at major national tournaments by reaching certain levels of competition.
 - 2. National Catholic Forensics League Grand Nationals (NCFL Grand Nationals). Newark CFL tournaments qualify students based on their cumulative top four finishes at the six tournaments, as well as a "wild card" slot for the winner of the final tournament. Typically, the top five competitors plus the wild card in each event in the Newark Diocese qualify.

3. National Speech and Debate Association National Tournament (NSDA Nationals). Competitors qualify at the NJ District Tournament, which has special double-elimination rules. Typically, the top three competitors in each event in the NJ District qualify.
- d. *Tournament Sponsors*
1. Randolph School District-sponsored tournaments. These include most “local” tournaments in the New Jersey Speech & Debate League and Newark Catholic Forensics League. These tournaments include registration and transportation provided by the Randolph Township School District.
 2. Boosters-sponsored tournaments. These include several “national” tournaments that require overnight stays (Yale, Harvard, etc.) and are coached and chaperoned by at least one team coach or administrator. These tournaments are paid for by individual team members, with generous subsidies from the Boosters organization.
 3. Individual tournaments. Team members and their parents may find other tournaments at various times that they may want to attend on their own. The only involvement that the district and boosters have with these tournaments is registration and Board approval for student absences. All other arrangements are the responsibility of the attending team members and parents. These are not considered official team trips.
- e. *Registration*
- i. Registration is completed in two steps:
 1. First, team members use the team website to register for the tournaments they wish to compete in.
 2. Next, team administrators and/or student leadership will use the registration lists to officially register team members for the tournament.
 - ii. Registration deadlines for local Saturday tournaments are typically the Tuesday before the tournament. Other tournaments (especially national tournaments) have special registration deadlines, which should be communicated in advance.
 1. Team members who register after this deadline are not permitted to compete.
 2. Team members who drop after this deadline are considered “late drops” and will be penalized according to the section below.
 3. Team members who drop before this deadline will not be penalized in any way. Drops before the deadline must be directed to team administration, as team members cannot drop themselves in tournament management systems.
 - iii. Members are ultimately responsible for their own registration.
 1. Registration lists will be viewable but not editable by team members. Members will be marked on the lists as registered, waitlisted, not registered, dropped, or not yet acted upon.
 2. Penalties for team members who register but do not attend tournaments without communication are listed in a section below.
 3. Registration reminders may be sent if possible. Students should also check the viewable registration lists to ensure they are registered for the tournaments they believe they are.
 - iv. Team members (and their partners, if applicable) are encouraged to schedule their tournaments wisely. Some tournaments conflict with SAT/ACT administration dates; some also may conflict with personal work schedules, family events, vacations, etc.
 - v. Some tournaments or logistics concerns may cap entries for each event, or a team’s overall entries. If this is the case, team administration will decide which team members will compete. This decision is final and may include the following considerations (in order of importance):
 1. Timing of registration, likelihood/necessity of competitor qualification, coach recommendations, VP/Captain recommendations, team equity, overall performance, team seniority
 - vi. Newark CFL tournaments do not allow hired judges or charge judge fees. Instead, these tournaments require teams to meet the full judge quota, or the team is forced to drop entries. In such cases where the team cannot meet its judging obligations, competitors will be dropped in order of registration recency and/or previous judges provided.
 - vii. The New Jersey State Championships and the District Qualifying Tournament have special registration rules, with team members qualifying and/or chosen based on criteria explained in a later section. It is considered a great honor to represent the team at either or both of these tournaments.
- f. *Tournament Conduct*

- i. Some tournaments may require team members to miss instructional time. Team administration will provide documentation or vouch for members if necessary, but members are fully expected to make arrangements with individual teachers as necessary.
- ii. The standard of attire at tournaments is formal – typically suits, regardless of the competitor's gender. Any questions or concerns regarding attire should be brought to team administration.
- iii. Any personal property brought to a tournament is the responsibility of the team member.
- iv. Any team member conduct at tournaments that violates school, district, team, or tournament rules may result in team administration requiring that team member to be picked up by his/her parents early directly from the tournament.
- v. Depending on the nature or severity of the misconduct or violation, members may experience consequences including but not limited to reduced tournament competition, suspension, or expulsion.
- vi. National tournaments have specific rules, which will be provided to all team members attending.
 1. Critical Rules
 - a. Students will not leave the school, college, hotel, or other areas where the competition is held without a Coach or Chaperone accompanying them or getting permission from a Coach or Chaperone.
 - b. Students will inform Coaches and/or Chaperones of their whereabouts at all times.
 - c. Students will not engage in unacceptable behavior, including drug or alcohol use, illicit or promiscuous behavior, or other behavior considered inappropriate by the Coaches or Chaperones. Use of illicit drugs or alcohol will result in dismissal from the team, disciplinary action, and possible criminal prosecution.
 - d. Students must check in with Chaperones, at predetermined locations, at the end of each tournament day.
 - e. Students will provide Chaperones with their cell phone numbers.
 - f. Students are expected to obey the specific rules of this packet, as well the general rules listed here.
 - g. Students understand that violations of any of these rules may result in their being sent home immediately, at their families' expense. Such violations will be reported to coaches, which may affect future participation on the team.
 2. General Conduct
 - a. Students may not go outside of the hotel/tournament site unless they are with a group of at least four people. Tell your chaperone prior to leaving the hotel as to where you will be going to eat and approximately when you will return. Requests are subject to their approval. (MUST REGISTER BACK AT HOTEL BY CURFEW, TO BE DECIDED BY COACHES ON-SITE)
 - b. Any student's behavior deemed inappropriate, offensive or illegal will result in removal from the team and being sent home via a stay with campus security. Students will wait the day out for parents/ guardian to pick them up at their own expense. Once home, students are subject to school discipline and further review of their actions.
 - c. No charges should be billed "to the room" at the hotel; any charges, including room damage, will be assessed to ALL occupants of the room.
 - d. Be considerate of team members you are rooming with. Most issues occur with bathroom/shower use and staying awake past room check. Discuss possible issues first with your roommates; any unsolvable issues should be brought to a chaperone.
 - e. No closed doors when a visitor of the opposite sex is in your room. (Exception: if a chaperone or coach is in the room with a group of students conducting business related to the tournament / school activities.)
 - f. Competition: you must compete in all preliminary and possible elimination rounds throughout the tournament for the event(s) that you have entered in. Failure to meet this requirement will result in your being barred from competition at States and Districts as well as other national tournaments.
 - g. EMERGENCIES: In case of an emergency or injury, IMMEDIATELY notify a chaperone – even before a parent! Chaperones are legally responsible for students for the duration of the trip.
3. The Final Rule

- a. We are proud that you are representing your family and RHS. Make good choices. If you need help defining what is a good decision, see a coach. Their word is the final rule.
- g. *Tournament Attendance*
 - i. As a general team requirement, **all team members must agree to compete at least three times per season as specified below.**
 - 1. Once before the month of January (September-December).
 - 2. Once during the month of January.
 - 3. Once after the month of January (February-March).
 - ii. Team members are expected to remain at the tournament site for the entire duration of the tournament. Although time schedules for tournaments are different each time, when team members register for a tournament, they are expected to commit the day to the activity. If a team member has another unmissable commitment planned for the day of the tournament, he/she should not register.
 - iii. There are exceptions to the above in cases where permission has been given at least 24 hours in advance (limit two per season), or illness/family emergency issues arise (discretion of team administration). These exceptions are heavily discouraged, for reasons of team unity. Only parents, immediate adult family members, or previously authorized persons may pick up students, and may only leave when explicitly authorized by a team administrator in person.
 - 1. Team members who ask their parents to pick them up early without meeting the criteria above may experience future consequences including but not limited to reduced tournament competition, suspension, or expulsion.
 - 2. Team members who leave a tournament with a person who is not a parent, immediate adult family member, or previously authorized will be suspended and referred to Randolph High School's disciplinary system.
 - 3. Team members who leave a tournament secretly or without being explicitly authorized by a team administrator will be suspended or expelled and referred to Randolph High School's disciplinary system.
 - iv. Team members who register for a tournament but are not present for transportation on the day and time of a tournament are to be considered "late."
 - 1. Consequences for being late begin with a warning. For additional infractions, team members may experience increasing consequences, including but not limited to reduced tournament competition, suspension, or expulsion.
 - v. If team members are still not present and cannot be contacted after 15 minutes or another reasonable amount of time, he/she is to be considered a "no-show."
 - 1. No-shows are subject to the same consequences as lates, with the additional requirement of paying drop fees. This includes a \$10 nuisance fee in addition to any entry and drop fees charged by the tournament.
 - vi. If a team member wishes to drop from a local tournament between the registration deadline and the night before the start of the tournament, he/she is to be considered a "late drop."
 - 1. Late drops are subject to the same consequences as no-shows, not including the \$10 nuisance fee.

IV. Communication

- a. Website
 - i. The team has a website located at rhsforensics.org. The site contains a multitude of information on events, logistics, student opportunities, results, calendars, tournament sign-ups, news, and much more. Visit often to keep up with the most current team and individual results and news.
- b. Email
 - i. The team also runs a mailing list through the Google Groups service. To join, you only need to provide your regular email address (from any provider) on the mailing list sign-up form under "Information > Contacts and Links" on the team website.
 - ii. For general inquiries, contact the team administration and/or student leadership. Contact information is also listed on the website on the same page as above.
- c. Social Media
 - i. The team maintains social media accounts on Facebook, Twitter, Instagram, and YouTube. Please consider following/joining us on these platforms!
 - 1. Facebook Student Group - Randolph High School Forensics Speech and Debate

2. Facebook Public Page - Randolph Speech & Debate Team
 3. Twitter – Randolph_4n6
 4. Instagram – Randolph 4n6
 5. YouTube – Randolph Forensics
- d. Mobile Phones and Messaging Apps
- i. When conducting team business (especially during national tournaments), instant and effective communication is extremely important. Information such as planning, scheduling, transportation, logistics, and emergency information are often best conveyed between team administration and members through mobile phone use (text messaging, group message applications, and phone calls).
 - ii. Such communication will be as limited as possible or necessary. Primarily in the past, team members and team coaches have used text messages, GroupMe, and Slack as primary means of communication.

V. Recognition & Student Opportunities

a. End-of-Season Tournament Invitations

- i. State Championship Attendance
 1. Students who advance to elimination rounds at any NJSDL or national tournament received a bid for the NJSDL State Championships. The team is also given one free spot in each NJSDL event for competitors who have not earned a bid. Each event is capped at four entries, so it is possible that not all competitors with bids
 2. Team administrators, advised by student leadership, select a roster for competition at the State Championships from among team members who earned bids as well as those deserving of free slots.
 3. It is one of the greatest honors of the season to be selected to compete at the State Championships, one that should be taken seriously. Any team member who absolutely cannot attend this tournament should let their student leaders know immediately. Any member named to the roster is fully expected to attend.
 4. Roster selections are based on a large variety of criteria. These include number of tournaments attended, general commitment to the team, readiness to compete, past conduct, coach recommendations, VP/Captain recommendations, overall performance, and team seniority.
- ii. District Qualifying Tournament Attendance
 1. The team earns slots for the District Qualifying Tournament based on the number of new NSDA degrees earned in the previous 3 years. Further, each NSDA Main Event is capped at 4 entries each. No specific qualification process is necessary.
 2. Team administrators, advised by student leadership, select a roster for competition at the NJ District Qualifying Tournament from among any team member with at least 25 NSDA points.
 3. It is one of the greatest honors of the season to be selected to compete at the District Tournament, one that should be taken seriously. Any team member who absolutely cannot attend this tournament should let their student leaders know immediately. Any member named to the roster is fully expected to attend.
 4. Roster selections are based on the same criteria as the State Championships, with the added criteria of student interest in new yet underserved events. For example, two team members willing to try Duo Interpretation for the first time would be welcome if space and double-entry rules allow, so long as they meet all other criteria.

b. Student Officer Positions

- i. At the conclusion of the season, team officers are selected through an application process. There are no prerequisite qualifications other than:
 1. One year's service on the team.
 2. Positions that are event-specific may only draw applications from those events.
- ii. The nomination and election process will be explained in greater detail as the election approaches, and are governed by rules and procedures set forth in the application materials.
 1. The process includes the application, written responses, an interview, recommendations, and coach evaluations.
- iii. Officer positions may change from year to year. Current officer positions are:
 1. President of Randolph Speech & Debate

2. Vice-President of Speech
3. Vice-President of Debate
4. Captain of Interpretation
5. Captain of Limited Prep, Public Address, and Congress
6. Captain of Public Forum
7. Captain of Lincoln Douglas Debate
8. Communications Director
9. Membership Director

c. *Tournament Results*

- i. Tournament elimination round results, individual and team awards, and national qualifiers are posted on the website in the news feed and team results section. They are also typically shared via the mailing list, and the morning announcements at RHS.

d. *NSDA Honor Society*

- i. NSDA Points. Team members earn points based on their success at competitions. Different events and outcomes have different point credits; for more information, visit the NSDA website. Points are recorded by team administration using NSDA software. 25 points earns a team member lifetime membership in the NSDA Honor Society.
- ii. NSDA Degrees. Once team members reach a certain threshold for points, they earn increasing degrees of merit. The NSDA recognizes team members earning new degrees with a degree sticker for their membership certificate, recognition at team meetings, and recognition on the website. The team also recognizes graduating seniors with an NSDA Honor Society pin with jewels corresponding to their highest level of merit. The levels are as follows:

1. Merit – 25 points
2. Honor – 75 points
3. Excellence – 150 points
4. Distinction – 250 points
5. Special Distinction – 500 points
6. Superior Distinction – 750 points
7. Outstanding Distinction – 1000 points
8. Premier Distinction – 1500 points

iii. *NSDA Service Points*

1. Team members may, through non-competitive means, earn service points in the NSDA Honor Society that count towards degrees of merit.
2. Activities that count toward service points are middle school judging, middle school coaching, theatre acting, and non-competitive public speaking for adults.
3. It is each team member's affirmative duty to report these points honestly and directly in writing to team administration.
4. For each 100 service points earned, team members also earn NSDA Service Citations.

iv. *Leaderboards*

1. The team website maintains a list of the top ten active members in terms of NSDA point totals, updated frequently, to track individual points against the team's highest.
2. The team website also maintains a list of the top alumni members throughout our history. Any member who graduates with a point total above 1000 is so honored.
3. The head coach's classroom also maintains a complete leaderboard of NSDA degrees of merit on a blackboard.

v. *Academic All-Americans*. The NSDA recognizes members who meet certain criteria. Team administration will inform team members who meet the criteria and ask for assistance in preparing application materials. The current criteria are:

1. Earned a degree of Superior Distinction or higher (750+ points)
2. Earned a GPA of 3.7 on a 4.0 scale, or equivalent
3. Earned an ACT score of 27 or higher, or a combined SAT score of 2000 or higher
4. Completed at least 5 semesters of high school
5. Demonstrated outstanding character and leadership

vi. *District Student of the Year*

1. The NJ District Student of the Year award is presented to a graduating senior in each district who best represents the tenets of the Association's Code of Honor: integrity, respect, humility, leadership, and service. Nominees must also demonstrate strong academic credentials and a commitment to the speech and debate community.

2. Each year, six students who win the district award are selected as finalists for the William Woods Tate, Jr., National Student of the Year award.
 3. Students may ask to be nominated or be selected for nomination by team administration.
- e. *Banquet*
- i. Each year, team members and their families are invited to attend the season-ending banquet, typically held in late April. It gives an opportunity to reflect on the season, hear remarks from coaches and student leadership, and recognize outstanding team members and outgoing seniors. Admission and food is free to students who have paid Boosters dues; all other may be charged a fee.
- f. *Senior Awards*
- i. *Senior Leadership Awards*
 1. Each year, team administrators select one or two senior team members to receive the Speech & Debate Senior Leadership Award at the Senior Award Night in June. Leadership, performance, personal conduct, and team commitment are typically the criteria used to determine this award.
 2. When feasible and/or appropriate, one speech member and one debate member receive awards.
 - ii. *Booster Scholarship Awards*
 1. Each year, the Boosters select two senior team members to receive a financial award at the annual Banquet. These selections are made according to Boosters bylaws, and employ a variety of parents and coaches scoring blind applications.
 2. When feasible and/or appropriate, one speech member and one debate member receive awards.

VI. Randolph Forensics Boosters Association

- a. *Philosophy/Mission Statement.* To support and supplement our students in their speech and debate careers.
- b. *Organization.* The Randolph Forensics Boosters Association comprises parent volunteers who fulfill the following roles:
- i. **PRESIDENT:** Sets agendas, runs booster meetings, manages booster emails, serves as liaison to student leadership and advisors.
 - ii. **VICE PRESIDENT - SPEECH:** Serves as liaison to the student Vice President of Speech, co-chairs the RMS Forensics Tournament, coordinates virtual coaching and/or training workshops.
 - iii. **VICE PRESIDENT - DEBATE:** Serves as liaison to the student Vice President of Debate, co-chairs the RMS Forensics Tournament, coordinates virtual coaching and/or training workshops.
 - iv. **TREASURER/ FUNDRAISING:** Manages all income and expenses on behalf of the boosters
 - v. **SECRETARY:** Takes minutes at booster meetings, serves as Senior Awards committee chairperson (as long as not parent of a senior).
 - vi. **RHS TOURNAMENT CHAIR:** Organizes the overall program of Booster involvement for the Fall Tournament including negotiating food purchases, menu, and volunteer coordination.
 - vii. **BANQUET CHAIR:** organizes and coordinates the operation of the annual banquet including logistics, menu, pricing, registration and gifts.
- c. *Dues*
- i. The Boosters collect dues at the beginning of the competitive season each year. **The current dues amount is \$125 per family.**
 - ii. Dues are used for many purposes, including subsidies for national tournaments, providing additional coaching, purchasing preparation materials, the year-end banquet, student scholarships, and much more. The individual cost of all these would be almost double without the bulk savings of the collected dues.
 1. Checks should be made payable to the Randolph High School Forensics Boosters Association.
 - iii. It is strongly encouraged that members pay dues; otherwise, they will not be able to receive the benefits listed above.
 - iv. No member will be deprived of membership or competition due to financial hardship. If such hardship occurs, members should speak privately with team administration to resolve the issue.
- d. *Parent Responsibilities*
- i. Chaperoning & Driving.

1. Students take a bus to most tournaments. In some instances, however, parent chaperones/drivers are required. In these cases, parents are required to abide by the Transportation Safety Rules/Responsibilities as set forth by the RHS Forensics Parents Boosters Association in conjunction with the RHS Speech & Debate team administrators. Please see a Boosters officer or team administrator for additional details.
- ii. Judging
 1. All team members must provide a judge either in person or through payment of an \$85 fee (NJSDL tournaments only) for every three tournaments in which they participate throughout the season.
 2. At least one judging credit must come from a CFL tournament if a student has participated in more than 2 CFL tournaments. This is required because CFL tournaments use only volunteer, and not paid, judges. If judge quotas are not met for CFL tournaments, then student competitors must be dropped until the quota is fulfilled.