March 28, 2016

Dear Coach:

This message contains information about the state Science Olympiad tournament in Wichita on Saturday, April 2, 2016. *I know this is a long e-mail but it contains information you need to know so please read all of it!*

- **A campus map can be found at:**

- **Final Team Registration:** Final registration will take place in room 233 of the Rhatigan Student Center from 7:30 a.m. to 8:45 a.m. on April 2nd. Please plan to check in here first. We ask that you *do not* bring students with you to avoid congestion in the hall.

- **Regional Event Winner Registration:** Registration for regional event winners will also take place in 233 of the Rhatigan Student Center. You can register between 7:30 a.m. and 8:45 a.m. on the 2nd or if your event is later in the day you can stop by when you arrive on campus. *If you are competing in an event which has an impound, your team’s device must be impounded during the impound period regardless of when you compete.*

- **Parking:** If you are driving a private auto, you may park in any yellow or green lot with the exception of the lot directly east of Ahlberg Hall (see map). (DO NOT park in reserved spaces which are marked with red signs.) Buses can unload students in front of Ahlberg Hall but then should park in the lots just east of Hillside and west of Duerkson Fine Arts Center. See the map for the location.

- **Registration Checklist:** This document contains two checklists: items that you need to bring to registration, and items competing students need to have on their person on the day of the event.

- **Home Rooms:** Your home room is listed on your schedule. You are required to use the assigned room as your "base of operations" for the day. Also make sure that we have a cell phone number that we can use to reach you if necessary. Home rooms will be locked for the day during the awards ceremony so make sure you have removed all of your belongings prior to the awards ceremony. *You will not be able to get back into your home room after the awards ceremony!* You can find out if and with whom you are sharing a home room by going to:

Remember that if we are to continue to have home rooms available to us, you must leave them in the same condition as you found them.

- **Tournament Programs:** Based on the input from coaches attending past tournaments we will not be giving packets to students. Make sure that your students have a campus map as only a limited number of them will be available at registration.
• **Name Tags:** Every team member will be given a name tag with his/her team number. The name tag must be worn when the student enters an event in which he/she is participating.

• **Photo Ids:** Participating students will need to carry a photo id on their person at all times. A school id or driver’s license is sufficient. If your school does not issue a photo id, then do the following: Attach or print a color photo of the student on a piece of paper. Under the picture print or type the name of the student. The sheet also needs to be signed by the team’s head coach and the principal of the school. You can find a template at:

  [http://webs.wichita.edu/scienceolympiad/Tournaments/StateID.htm](http://webs.wichita.edu/scienceolympiad/Tournaments/StateID.htm)

Event coordinators will be making spot checks comparing a student’s id to their name tag and/or the name they list on the event card. If the student does not have his/her identification, THEY WILL NOT BE ALLOWED TO COMPETE IN THE EVENT. If the identification does not match the name on the name tag or event card, the student will be disqualified from the tournament.

• **Wrist Bands:** Each team will receive a number of wrist bands equal to the number of competing students (15 maximum). These wrist bands are similar to those worn at concerts and other events and can only be removed by cutting them. Students that are competing in events must be wearing a wrist band in addition to their name tag. Do not lose the wrist band; they will not be replaced. The wrist band must be tight enough so that it cannot be slipped off. If it can be slipped off, it will be confiscated immediately and the student will not be allowed to compete in any additional events. Furthermore the student will be disqualified in any events he or she may have competed in prior to the wrist band being confiscated.

• **Event Schedules / Home Rooms:** Make sure you have sufficient copies of your team’s current schedule. *(The schedules now list your home room and the rooms for your events. I do not anticipate any changes at this point.)* We will not provide additional copies on the day of the tournament. Also make sure your students have pencils. We will not be providing teams with pencils.

**Division B Block Scheduled Events:** Bridge Building and Elastic Launch Glider. The time given on your schedule is the beginning of the hour block during which your students can compete. For example if your schedule states 2:00 pm for Bridge Building, then you can compete anytime between 2:00 and 2:50 pm. As with the open events in the past, your students should not wait until the last minute to arrive.

**Division C Block Scheduled Events:** Bridge Building and Wright Stuff. The time given on your schedule is the beginning of the hour block during which your students can compete. For example if your schedule states 10:00 am for Bridge Building, then you can compete anytime between 10:00 and 10:50 am. As with the open events in the past, your students should not wait until the last minute to arrive.
• **Lunch**: If you have pre-ordered lunch you will need to bring either payment for the pre-ordered meals by check or cash when you register. (If your district can not issue a check in time, we will accept a copy of the paper work you initiated to get the check cut. The district can then send us the check when they have it. We cannot accept credit cards.) At that time we will give you the tickets which can be redeemed for a particular meal. The food service area in the Rhatigan Student Center resembles a food court at a mall. Meals can also be purchased at the various venues for additional team members, coaches and parents on the day of the event.

• **T-Shirts**: Will be for sale from 10:00 a.m. to 3:00 p.m. near the north entrance of the Rhatigan Student Center.

• **Drink Tickets**: Due to budget constraints we are unable to provide participants with a complementary drink this year. Drinks are available at Fast Break on the 1st floor of the Rhatigan Student Center.

• **Lunch**: If you did not pre-order lunch, lunch will still be available for purchase in the Rhatigan Student Center. Lunch is also available for purchase in the cafeteria of Shocker Hall. (Note: the pre-ordered lunch tickets cannot be used in Shocker Hall.)

• **Event Information / Clarifications**: Under Events on the KSO website, you can find the Experimental Design Rubric along with event notes and other clarifications. If your students are counting on using a rules clarification it is a good idea for them to print out the clarification from the official national clarifications site and bring it to the tournament in case a question arises. Only clarifications from the Kansas website and the National site will be considered.

• **Signed copy of Team Registration**: Please print out a copy of your completed registration form. (After you’ve logged into the KSO website, click on the “registration confirmation” link in the menu to the left. You can print the form using your browser’s print button.) Have your principal sign it (to verify your school enrollment and that the students listed attend the school) and bring it with you to registration on the 2nd. You may want to print a second copy for your records. Remember that National Science Olympiad rules only allow seven 12th graders on a high school team and five 9th graders on a middle school team.

• **Publicity Waiver Form**: Make sure you have a signed copy of the Publicity Waiver form for each student and coach you are bringing whether they are competing or not. You can find a copy of the form at:


• **Event Cards**: At registration you will receive cards for each event which you are to distribute to the students who are participating in that event. Students will not be allowed to compete in an event without the appropriate card. They are to legibly print their name on the event card, and present the card when they appear to compete in the event. Please let them know that the medal winners are read from these cards, so if they want their name
pronounced properly, they need to print legibly. (Event cards are not needed for impound, but each impounded device should be clearly labeled with the school name and team number.) If they lose the card they need to come to tournament headquarters (233 Rhatigan Student Center) to get a replacement. (In the interest of time the event coordinator may let them compete and then have them get the replacement card immediately after the event. However, the event will not be scored without the card.)

- **Impounding:** Devices subject to impound must be impounded during the time period listed on your schedule at the same place where the event takes place. The devices do not need to be impounded by the students that are going to complete in that event. Any team member can impound the device. *The impound times also apply to the regional event winners.*

- **Scoring:** The team which places first in a particular event will earn 1 point toward their school’s overall team total. A second place team will earn 2 points, third place 3 points and so on to the 30th place team which will earn 30 points. A team which does not compete in an event will receive 31 points and a team that is disqualified for any reason will receive 32 points. Obviously under this system the school with the lowest point total will win their division. These results become official at 5:00 p.m. on Monday, April 4th unless you are notified otherwise.

- **Awards Ceremonies:** The Division B Awards Ceremony will be held at 4:45 p.m. in the Heskett Center Gym. The Division C Awards Ceremony will be held in the CAC Theater beginning at 4:45 p.m.

- **Mileage Reimbursement:** In the past we’ve had the ability to reimburse school districts or coaches for a portion of their transportation expenses to the state tournament. Unfortunately due to recent budgetary constraints we are unable to reimburse those expenses this year.

- **Twitter:** You and your students can follow the Kansas Science Olympiad State Tournament at #ksscioly on Twitter. We also ask that if your students tweet about the event, they use the same hashtag.

We are looking forward to seeing you and your team on the 2nd. If you have any questions or concerns prior to that time please contact me at (316) 978-3854 or via e-mail at: greg.novacek@wichita.edu

Additional documents regarding the state tournament can be found at:

http://webs.wichita.edu/scienceolympiad/Tournaments/StateMain.htm