

A Contest of Academic Strength

The California Academic Decathlon, in partnership with California's education community, individuals, businesses and foundations, endeavors to encourage, acknowledge and reward academic excellence by preparing and motivating high school students to achieve at a significantly advanced level through highly competitive, cross disciplined scholastic events.



For More Information:

California Academic Decathlon
Ken Scarberry, Executive Director
4522 Abernathy Road
Fairfield, CA 94534
Phone: (707) 646-7603
Fax: (707) 438-2667
kscarberry@Solanocoe.net

CALIFORNIA ACADEMIC DECATHLON

ROUND 3 TEAM REGISTRATION

**March 11-14, 2011
Sacramento, California**

www.academicdecathlon.org/round3/teamregistrationpacket.pdf

2011 INDEX OF VITAL INFORMATION TO REVIEW

This packet contains **valuable** and **pertinent** information regarding team registration and reservations for the California Academic Decathlon State Championship. It's important that you take the time to review the Team Registration Packet immediately and abide by the designated **due dates** listed in the **Index of Vital Information to Review**.

DOCUMENTS DUE BEFORE FEBRUARY 11

The following documents must be completed by the team's coach and received by the CAD office before the due date.

1. **School Information Form** 5
2. **Team Phonetic Spelling**..... 6
3. **Team Identification Information**..... 7
(optional) In an effort to publicize each team's involvement in the California Academic Decathlon, we hope to include in the media packets for reporters, some special facts and figures on participating teams and suggestions for feature articles.

Participant Information: Each Participant is required to have the following documents on file with CAD.

4. **Decathlete Registration Form**..... 8
5. **Decathlete Medical & Liability Release**..... 9
6. **Decathlete GPA Computation Worksheet and High School Transcripts**..... 10
Each decathlete must have a complete GPA Worksheet and a copy of his/her transcripts for the previous 2 years.

DOCUMENTS DUE BEFORE FEBRUARY 18

DOCUMENTS TO BE SENT TO HOTEL

Hotel Registration – Accommodations are available at the Hyatt Regency Sacramento Hotel. The hotel has a limited number of rooms with two double beds, which hold three or more people. There are a limited number of rooms that have one king-size bed. Teams need to complete the Reservation Form included in their packet and return it immediately to the hotel address. **It is imperative that the time of arrival is indicated on the Registration Form. County/district and/or school administrators and parents must wait until after February 18 to make their reservations at the Hotel** in order to receive the CAD rate.

1. **Credit Card Authorization Form**..... 11
This form allows you to have third party expenses charged to your credit card. Please provide all the information requested to ensure prompt processing of your application. Fax the completed form to **the Hyatt Regency Sacramento Hotel** at **(916) 321-3569**

2. **Team Reservation Form** 12
Rooms are not guaranteed after February 18, 2011. **Purchase orders will not be accepted.** The hotel will do their best to group team rooms together but cannot be guaranteed

DOCUMENTS DUE BEFORE FEBRUARY 18

1. **Press Contacts Form** 13

If you would like CAD to notify your local newspaper of the final California Academic Decathlon standings, please provide the name of the media, contact person, fax with area code and e-mail address. Following the Awards Ceremony, CAD will send out final standings to media outlets by e-mail.

2. **Tickets & T-Shirt Order Form** 14

Teams (9 decathletes and, up to, 2 coaches) do not need to purchase tickets. Additional coaches, chaperones, student coaches and other guests must purchase a ticket to enter the Super Quiz Relay and/or Awards Ceremony.

Advance Ticket Orders Are Encouraged! – If guests wish to attend the Super Quiz Relay or the Awards Ceremony, an Order Form must be completed and returned to the CAD office by the due date. Tickets will not be reserved without receiving payment. Remaining tickets for each event will be available at the beginning of each event. There is “no” guarantee that there will be available tickets at the time of the event so place your order in advance.

No Refunds will be available on ticket purchases.

Tickets will be available during Team Registration on Friday and the day of the event at the Will Call Booth at the venue. Tickets will not be mailed to a location due to risk of losing the tickets. You may call to confirm your ticket order has been received. Please allow at least 1 week after submitting your order before calling to confirm your ticket order(s).

3. **Team Agreement Form** 15-18, 22-23

The Coach’s Agreement Form requires a number of signatures. County coordinators are encouraged to assist the coach with obtaining the necessary signatures. The coach’s signature testifies that he/she has discussed the Student Conduct & Dress Code Policy and the Statement of Competency Standards, including the USAF Calculator Policy and CAD Policy regarding cheating with the entire team and that all points have been reviewed.

- A. **Team Conduct & Dress Code** (pg. 15)
(Coach, Chaperone & Decathletes)
- B. **Statement of Competency Standards**.... (pg. 16)
- C. **CAD Calculator Policy** (pg. 17)
- D. **Team Agreement Form** (pg. 18)
- E. **General Rules & Guidelines** (pg. 22-23)

DOCUMENTS DUE BEFORE FEBRUARY 25

1. **Team Fee & Bus Transportation Invoice** 19

Team Registration Fee is \$600. Complete the Fee Remittance Form and return it with your check or money order by **February 25**. Payments must be made to “**CAD c/o SCOE.**” POs will not be accepted without accompanying payment.

A \$75 fee will be required for teams needing transportation. Teams must arrange transportation to the Hyatt Regency Sacramento Hotel. Ground transportation is provided for a fee of \$75 to teams from the Hyatt Regency to CSU Sacramento on Sunday for Speech and Interviews. To determine how many buses will be needed, payment must be received before the deadline. Teams may choose to schedule their own transportation at their own cost and waive the \$75 fee.

GENERAL INFORMATION

1. **Unofficial Schedule** 20
2. **Sample Press Release** 21
A generic press release you may alter as necessary and send to your local media relation’s offices. Add a human-interest story to your press release to increase the chance of a newspaper printing or a television or radio station reporting your story. If applicable, contact your Public Information Officer for assistance.
3. **General Rules & Guidelines** 22-23
4. **Challenge Procedures and Guidelines** last two pages

School Information Form

★ **MUST BE RECEIVED BY FEBRUARY 11** ★ **DO NOT FAX** ★

California Academic Decathlon | 4522 Abernathy Rd, Fairfield, CA 94534 | (707) 646-7601 | kscarberry@solanocoe.net

SCHOOL INFORMATION (please type):

Name of School Representing County

Principal's Name

School Address

City & Zip

School Telephone Number(s), Voice & FAX

School Enrollment

COACHES INFORMATION (please type):

Head Coach

E-mail Address

Address

City & Zip

Telephone Number(s), Work, Home, Cell

Assistant Coach (optional)

E-mail Address

Address

City & Zip

Telephone Number(s), Work, Home, Cell

DISTRICT INFORMATION (please type):

District Name

District Superintendent's Name

Mailing Address

City & Zip

Telephone Number(s), Voice & FAX

E-mail Address

COUNTY INFORMATION (please type):

County Name

County Superintendent's Name

Mailing Address

City & Zip

Telephone Number(s), Voice & FAX

E-mail Address

The School Information Form must be accompanied by the following documents:

- **Participant Registration, Medical and Liability Release for each student participant.**
- **Coach's Registration, Medical and Liability Release for each coach of the team.**

Team Phonetic Spelling

★ MUST BE RECEIVED BY FEBRUARY 11 ★ DO NOT FAX ★

California Academic Decathlon | 4522 Abernathy Rd, Fairfield, CA 94534 | (707) 646-7601 | kscarberry@solanocoe.net

County/Region

School

PLEASE PRINT CLEARLY & LEGIBLY

Please provide phonetic spelling for first and last names of each decathlete.

THIS IS NOT AN OFFICIAL ROSTER

	Name	Phonetic Pronunciation
Honor	1. _____	
	2. _____	
	3. _____	
Scholastic	4. _____	
	5. _____	
	6. _____	
Varsity	7. _____	
	8. _____	
	9. _____	

THIS IS NOT AN OFFICIAL ROSTER

CALIFORNIA ACADEMIC DECATHLON

Ken Scarberry, State Director
4522 Abernathy Road
Fairfield, CA 94534

Information:

(707) 646-7601, Office
kscarberry@solanocoe.net
www.academicdecathlon.org

Team Identification Information

★ **MUST BE RECEIVED BY FEBRUARY 11** ★ **DO NOT FAX** ★

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County/Region

School

In an effort to publicize each team's involvement in the California Academic Decathlon, we hope to include in the media packets for reporters, some special facts and figures on participating teams and suggestions for feature articles. Briefly describe any unique anecdotes and interesting facts about individual student or team efforts/achievements/involvement. Examples might be that the team has put in a total of "x" hours of preparation, that one student has beat "x" odds to participate or a student has had CAD participation as a goal since sixth grade.

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.
- 9.

Use Additional Sheets if Necessary

Decathlete Registration Form

★ **MUST BE RECEIVED BY FEBRUARY 11** ★ **DO NOT FAX** ★

California Academic Decathlon / 4522 Abernathy Rd, Fairfield, CA 94534 / (707) 646-7601 / kscarberry@solanocoe.net

This form must be filled out completely and signed by parent/legal guardian of the participant

Student's Name _____ **Gender** Male Female
first last

Current School _____ **County** _____
name of school

Current Grade Level _____ **2 year average GPA** _____ **Date of Birth** ____/____/____
month day year

Home Mailing Address _____
number & street

_____ CA _____ - _____
city zip code telephone number

I hereby request participation in the Academic Decathlon Competitions to be held during the current school year. My parent or guardian, whose signature is shown below, and I hereby agree to follow the rules of competition and accept the interpretations and decisions made by the decathlon competition day manager and staff.

By completing and signing this request (below), I (student and parent/guardian) hereby give permission and indicate consent to the release of educational information about or relative to the participation in the Academic Decathlon. Such information shall include but not be limited to the release of test results, photographs, the reproduction of sound, motion picture, or videotape recordings, to be used in connection with various television programs or subsequent video, photographic, websites, multimedia, or audio presentations. I further grant permission to be shown on closed circuit TV systems, shared with other classes and schools, shared at community and professional meetings, aired by local cable stations, entered into educational or media contests, posted on websites and used for other purposes deemed appropriate by the California Academic Decathlon and its partners. I understand and agree that all media will become the exclusive property of the California Academic Decathlon and its media consultants and there will be no compensation or remuneration for participation in this event.

Consent is likewise given to the use of such information by any institute of higher learning, recognized educational study groups or other educational institutions for the purposes of study, comparison, and furtherance of knowledge in the fields of education or human behavior. The California Academic Decathlon and its media consultants shall have the right to reproduce, use, display, and disseminate in such manner as they see fit, without obligation of any kind to any person, the test efforts resulting from competition day activities.

Student's Signature

Date

Parent's/Guardian's Signature

Date

Print Parent's/Guardian's Name from above

DECATHLETE MEDICAL & LIABILITY RELEASE

★ MUST BE RECEIVED BY FEBRUARY 11 ★ DO NOT FAX ★

California Academic Decathlon | 4522 Abernathy Rd, Fairfield, CA 94534 | (707) 646-7601 | kscarberry@solanocoe.net

[Print name of participant] _____ will participate in the California Academic Decathlon taking place during the 2010 - 2011 school year.

Voluntary Release - Assumption of Risk and Indemnity Agreement: In consideration of the acceptance of the participant's involvement (*printed above*) in the Academic Decathlon, I hereby release, discharge, and covenant not to sue the California Academic Decathlon (CAD) or any other sponsoring and supporting agencies and its agents, representatives, officers, their representatives, successors, and assignees, directors, staff, workers, participating volunteers, and all other hosts (herein collectively referred to as "releasees") from all claims and liability arising out of strict liability or ordinary negligence or hold harmless and cover releasee for all claim judgment(s) or expense(s) that may incur arising out of my child's participation in this event. I understand that participation in this event contains certain risks of injuries; that the meetings and events will be indoors and outdoors and that there is inherent risk in doing so which I voluntarily assume, because I choose to do so. I further know that other participants may pose a risk as there may be physical activities. I voluntarily elect to accept all risks connected with participation in this program.

Medical Consent: I, the undersigned, hereby give consent to have the above signed treated by a physician or surgeon in case of sudden illness or injury while participating in the California Academic Decathlon and events; including, authorization and consent for any x-ray examination, medical anesthetic, or surgical diagnosis rendered under the general or special supervision of any member of the medical/dental staff and emergency room staff licensed under the provisions of the Medical Practice Act or Dental Practice Act and on the staff of any acute general hospital holding a current license to operate a hospital from the State of California Department of Public Health. It's understood that this authorization is given in advance of any specific diagnosis, treatment or hospital care being required but is given to provide authority and poser to render care which the aforementioned physician in the exercise of his/her best judgment may deem advisable. It's understood that efforts shall be made to contact the undersigned prior to rendering treatment to the patient, but that any of the above treatment will not be withheld if the undersigned cannot be reached. This authorization is given pursuant to the provisions of Section 25.8 of the Civil code of the State of California. The signing of this release only gives the organizers of this program and agents thereof, the right to consent for treatment of minors. It does not release signee of liability from medical cost arising from said treatment. The releasees do not assume liability of said cost and is not liable for any complications arising from said treatment. It is understood that the releasees provide no medical insurance for such treatment. If a personal physician is listed, every effort will be made to contact such physician. However, the location of the event or the nature of the illness or injury may require the use of emergency medical personnel.

Insert date of Last Tetanus Toxoid Booster Participant Received (if not dated, participant will receive a booster if a medical emergency warrants it)

Check the box if participant has any medical and/or physical restrictions.

If box has been checked, please attach a written description of all the participant's medical and physical restrictions [i.e., diabetes, allergies to medications and/or foods, heart problems, asthma, regular medication(s), etc.], including list of medicines, medical dosages and time of day medicine is required to be taken. It is strongly recommended for participant to carry a medical card at all times.

Check the box if participant does not have Health/Medical Insurance..

Health Insurance Carrier & Phone: _____ (_____) _____

Medical Group (if available) & Policy Number: _____

Policy Holder's Name: _____ Father Mother Other _____

Family Physician & Phone: _____ (_____) _____

I have read and will abide by the guidance, rules, and regulations of this document and understand it is a release of all claims; assume all risk inherent in participation; and voluntarily sign below evidencing acceptance of the above provisions. This agreement shall apply to any accident occurring during the event and to any accident occurring within a period of two (2) years after the execution of this agreement.

Must be signed by parent or legal guardian of the participant

Today's Date

Print Name Of Signature Above

Relation To Participant

Emergency Telephone Number(s)

Relation(s) To Participant

Decathlete GPA Computation Form

★ **MUST BE RECEIVED BY FEBRUARY 11** ★ **DO NOT FAX** ★

California Academic Decathlon / 4522 Abernathy Rd, Fairfield, CA 94534 / (707) 646-7601 / kscarberry@solanocoe.net

Official GPA Computation Worksheet can be downloaded at

<http://www.academicdecathlon.org/GPA.htm>

No other GPA Computation Worksheet will be accepted.

1. Each student must have a completed GPA Computation Worksheet approved by the County Academic Decathlon Coordinator.
2. CAD will accept a copy of your GPA computation worksheet if your county used the Official CAD GPA Computation Worksheet.
3. A copy of the student's official transcripts must accompany the GPA Computation Worksheet.
4. On the transcript highlight all courses used to compute GPA, including summer school where appropriate.

CREDIT CARD GUARANTEE FORM

MUST BE RECEIVED BY THE HYATT BY FRIDAY, FEBRUARY 18, 2011

1209 L Street
 Sacramento, CA 95814
 (916) 443-1234, Phone ★ (916) 321-3569, Fax

CAD Hotel Reservations
 Laura Singh
 Donna Leonard

This form has been created in order to guarantee guestrooms to your credit card. Please provide all the information requested below to ensure prompt processing of your application. We ask you to please sign and date the form before submission.

Mail or fax this form and the Team Reservation Form to the attention of: **Donna Leonard at Hyatt Regency Sacramento**

Cardholder Information

Name as it appears on the credit card: _____

Card type: Visa MC Amex Diners/CB Discover JCB

Account type: Individual (personal credit card)
 Corporate | Company Name: _____

Account number: _____ Exp. Date: _____

Address (where statement is mailed) : _____

City, State and Zip: _____

Phone number (with area code) / Best time to call: _____ Fax or alternate number: _____

Email Address: _____

Rate Information and Approved Charges

Room rate	Taxes	Total Daily Rate	No. of Nights	No. of Rooms	Grand Total
\$140.00	\$18.45*	\$158.45*	\$ _____	\$ _____	\$ _____

Select the applicable items below:

Room & Tax Parking All Charges Other: _____

*(12% applicable state and local taxes and \$1.65 per room, per night tourism assessment)

I certify that all information is complete and accurate and that I am the authorized signer of the credit card listed above. Should an alternate form of payment not be provided prior to departure, I authorize the **Hyatt Regency Sacramento Hotel** to collect payment for all charges as indicated in the Rate Information and Approved Charges section of this form by processing a charge to the credit card listed above.

Cardholder name: (printed) _____

Cardholder signature: _____ Date: _____

TEAM RESERVATION FORM

MUST BE RECEIVED BY THE HYATT BY FRIDAY, FEBRUARY 18, 2011

1209 L Street
Sacramento, CA 95814
(916) 443-1234, Phone ★ (916) 321-3569, Fax

CAD Hotel Reservations
Laura Singh
Donna Leonard

Date _____ County/District _____ School _____
Coach _____ Phone (_____) _____ E-mail: _____
Arrival Date _____ Arrival Time _____ Departure Date _____

- A Credit Card Guarantee Form must accompany this Reservation Form in order to reserve the rooms noted below. **Reservation Form and Credit Card Guarantee Form are due no later than Friday, February 18, 2011.**
- A credit card or check to cover the total cost of all rooms must be submitted to the Hotel by the time of arrival. **NO PURCHASE ORDERS WILL BE ACCEPTED.**
- Reservations received after February 18, 2011 will be accepted on a space-available basis.
- Limit of five (5) Rooms per school/team.
- The Hyatt Regency Sacramento Hotel guestrooms are furnished with one king bed for 1-2 persons or two full-size beds for 2-4 persons. Request for bed types cannot be guaranteed, but we will do our best to accommodate you.
- Team Reservations will open on Monday, February 7, and close on Friday, February 18, 2011.
- Teams may check in after 3:00 PM and must check out by 1:00 PM.
- CAD Hotel rates will be available for March 11 – 14, 2011, based upon availability.
- Rollaway Beds are available upon request. Only one rollaway, per room. Applicable for king bedded rooms, only.
- General Guest reservations will not be accepted until after February 18, 2011.

ROOM REQUIREMENTS

[D] = Two Double Beds

[K] = One King Bed

Room #1 Request, mark <input checked="" type="checkbox"/> one below: [D]ouble <input type="checkbox"/> [K]ing <input type="checkbox"/>	Arrival	Depart
1.		
2.		
3.		
4.		

Room #2 Request, mark <input checked="" type="checkbox"/> one below: [D]ouble <input type="checkbox"/> [K]ing <input type="checkbox"/>	Arrival	Depart
1.		
2.		
3.		
4.		

Room #3 Request, mark <input checked="" type="checkbox"/> one below: [D]ouble <input type="checkbox"/> [K]ing <input type="checkbox"/>	Arrival	Depart
1.		
2.		
3.		
4.		

Room #4 Request, mark <input checked="" type="checkbox"/> one below: [D]ouble <input type="checkbox"/> [K]ing <input type="checkbox"/>	Arrival	Depart
1.		
2.		
3.		
4.		

Room #5 Request, mark <input checked="" type="checkbox"/> one below: [D]ouble <input type="checkbox"/> [K]ing <input type="checkbox"/>	Arrival	Depart
1.		
2.		
3.		
4.		

Total number of rooms requested _____	x \$158.45 =	\$ _____
Number of nights reserved _____	x	_____
Total Charges	=	\$ _____

Mail or fax this form and the Credit Card Guarantee Form to the attention of: Donna Leonard. If paying by check, please make check payable to: **HYATT REGENCY SACRAMENTO**

PRESS CONTACTS

★ MUST BE RECEIVED BY FEBRUARY 11 ★ FAX OR MAIL ACCEPTABLE ★

California Academic Decathlon | 4522 Abernathy Rd, Fairfield, CA 94534 | (707) 646-7601 | kscarberry@solanocoe.net

County/Region

School

PRESS CONTACTS

PLEASE PRINT CLEARLY & COMPLETELY

If you would like us to notify your local newspaper of the final California Academic Decathlon standings, please provide the e-mail address. Following the Awards Ceremony, CAD will send out final standings to media outlets by e-mail and post on CAD website.

NEWSPAPER NAME	Fax with area code
Contact Person	E-mail Address

NEWSPAPER NAME	Fax with area code
Contact Person	E-mail Address

NEWSPAPER NAME	Fax with area code
Contact Person	E-mail Address

NETWORK MEDIA (INTERNET)	Fax with area code
Contact Person	E-mail Address

LOCAL MEDIA – TELEVISION STATION	Fax with area code
Contact Person	E-mail Address

SCHOOL DISTRICT	Fax with area code
Public Information Officer	E-mail Address

COUNTY OFFICE OF EDUCATION	Fax with area code
Public Information Officer	E-mail Address

TEAM CONDUCT & DRESS CODE

The standard of conduct of all California Academic Decathlon (CAD) participants shall be no less than the expected standard of conduct for any off-campus activity. Appropriate conduct of decathletes is the **sole responsibility of the team coach**. The coach has the **legal responsibility of chaperone** for his/her team decathletes **at all times**. Decathletes shall be under the supervision of the coach, or another adult designated by the coach, during all excursions, activities and in the hotel facility. In addition, the following rules will be enforced:

All decathletes are to be **in their assigned sleeping rooms** by 11:00 PM on Friday and Saturday and 11:30 PM on Sunday. If behavior in common areas of the hotel are considered disruptive by the hotel staff or CAD, an earlier curfew may be called. Coaches or designees are responsible for enforcing **all** curfews and any other regulations determined necessary by the CAD Executive Competition and/or Executive Committee.

Inappropriate conduct at the competition facilities and surrounding facilities includes, but is not limited to:

1. Use of alcohol, illegal drugs or tobacco by decathletes, no matter what their age;
2. Water pistols, water balloons and other creative missiles;
3. Running, fighting and other disruptive behaviors;
4. Appropriating memorabilia from the premises;
5. Vandalism/Damage to hotel and/or campus property; and
6. Furniture removal or rearrangement.

Financial liability for all damage incurred by action of participant/decathlete shall be the sole responsibility of that decathlete and his/her parents.

All participants are expected to dress appropriately for Speech and Interview testing, Super Quiz Relay and the Awards Ceremony. Jeans, shorts, T-shirts, etc. are **not** appropriate for these events. A participant could be excused from receiving recognition during the awards ceremony if inappropriately dressed. Although casual attire is permissible during testing on Friday (objective testing), distracting apparel, including hats/caps/hoods of any kind, jackets, hooded sweatshirts or other baggy style sweatshirts, cargo pants or overalls shall be considered inappropriate and not acceptable in the testing arena. As representatives of their respective counties and high schools, participants are expected to present a positive appearance.

If violations of the dress code are observed by a CAD Official, the decathlete will be given the opportunity to comply with dress standards prior to the event. Once a decathlete has been allowed to compete in an event, he/she may **not** be disqualified based on dress standard violations but will be required to comply during the next scheduled break.

Failure to comply with dress standards may result in disqualification from the event, the entire competition and the awards ceremony. The decision of the CAD Executive Committee or State Director is final.

Recommended Dress Code for Speech, Interview and Awards Ceremony

- Males:** Blazer, sport coat or sweater with collared dress shirt and necktie; dress slacks or business suit with collared dress shirt and necktie; **plus** socks and dress shoes with all attire
- Females:** Business skirt with blouse and/or sweater; jacket with dress blouse and business skirt or dress slacks; business suit with dress blouse; or business dress; **plus** dress shoes (pumps, heels or flats)

All medical exceptions to this dress code must be documented prior to the competition and provided upon request to the CAD Executive Director. Enforcement of this dress code is the responsibility of the coach.

In case of any incident, the Competition Committee shall convene with the CAD Executive Committee to discuss the matter with the coach, the decathlete(s) and any other involved persons. The CAD Executive Committee shall determine what appropriate action will be taken. Such action may include individual or team disqualification.

THIS POLICY WILL BE STRICTLY ENFORCED

STATEMENT OF COMPETENCY STANDARDS

This Statement of Competency Standards is to be incorporated and followed in tandem with the “Team Conduct & Dress Code.” The Statement of Competency Standards will serve to prepare the Academic Decathlon coach and his/her decathletes for the State Finals.

Each decathlete will have achieved a level of competency through an established study program (formal class and/or extra-curricular program preparation) for all ten events. Also, every decathlete will have participated at their county/district Academic Decathlon competition.

In addition, each decathlete will have met the minimum standards of achievement by:

- Studying the USAD Study Guide subject area outlines that are tested by the objective exams.
- Using the format and rubric of the Expository Essay writing style to write practice essays prior to the local competition and an essay for the local competition, all of which are scored holistically using the California Academic Decathlon provided rubric.
- Writing and presenting a three and a half to four (3 ½ - 4) minute prepared speech before a panel of adult judges. Preparing for and presenting a one and a half to 2 (1 ½ - 2) minute impromptu speech before a panel of adult judges.
- Participating in a six to seven (6 - 7) minute interview before a panel of adult judges.
- Participating in an oral relay Super Quiz that allows seven (7) seconds to answer each question.
- Participating in seven objective exams including art, economics, language/literature, mathematics, music, science and social science.

The coaches and decathletes will be mentally prepared for the primary purpose of competing in an exemplary manner at the California Academic Decathlon State Finals.

Coaches and students will know, follow, and participate in the California Academic Decathlon scheduled events at the designated times. It is the team’s responsibility to review the schedule and know the surroundings (i.e., location of arena testing, assigned speech & interview rooms and Super Quiz seat, etc.) of competition ahead of time. There will be no provision for making up lost time.

CAD Calculator Policy. It is understood that calculator use is permitted only for Mathematics; competitors will not be allowed to use calculators on any other test. Students must clear the memory of their graphing calculators before and immediately following the administration of the mathematics test. All graphing calculators will be subject to inspection by test administrators and test proctors before and immediately following the math test administration to ensure that the calculators’ memories have been cleared. Competitors will also be required to sign a compliance statement on the math test cover sheets certifying that they will clear the memory from their graphing calculator immediately before the math test and at the completion of the math test. If a competitor wishes to use a calculator, it must be a basic, four-function, scientific, or graphing calculator provided it has none of the features listed in the USAD Calculator Policy, Section III.

CAD Policy Regarding Cheating. It is understood that cheating, in any form, will not be tolerated. Any act of cheating will be promptly brought to the CAD Executive Panel for review, evaluation and imposition of possible sanctions. Everyone must understand that if someone is proven to have cheated, it is within the Executive Panel’s power to disqualify not only the person caught cheating, but the entire team as well. To act otherwise, could compromise the integrity of the competition.

CALIFORNIA ACADEMIC DECATHLON
CALCULATOR POLICY FOR CURRICULUM YEAR 2010-2011
This policy applies for all competitions held in California.

I. Competitors May Use Calculators for the Mathematics Test

If competitors wish to use calculators on the Mathematics Test, they are responsible for bringing them to the test. Calculators will not be provided for students who do not bring their own. Calculator use is permitted only for Mathematics; competitors will not be allowed to use calculators on any other test.

CAD requires all students taking the Mathematics test in California to clear the memory of their graphing calculators before and immediately following the mathematics test administration.

- Graphing calculators will be subject to inspection by test administrators and test proctors before and immediately after the math test administration to ensure that the calculators' memories have been cleared.
- Students will also be required to sign a compliance statement on the math test cover sheets certifying that they will clear the memory from their graphing calculator immediately before the math test and at the completion of the math test.

II. Permissible Calculators

If a competitor wishes to use a calculator, it can be a basic, four-function, scientific, or graphing calculator, provided it has none of the features listed in Section III (Prohibited Calculators).

III. Prohibited Calculators

Calculators with any of the following features are NOT allowed in CAD competitions:

- pocket organizers
- hand-held or laptop computers
- electronic writing pads or pen-input devices
- models with an alphabetic (QWERTY) keypad, e.g. TI-92 or HP-95
- models with paper tape
- models that make noise
- models that can engage in wireless communication (transfer data or information with other calculators)
- models that require a power cord
- models with CAS (computer algebra systems), e.g. TI-89
- NOTE: USAD has approved the TI-Nspire calculator so long as it does not have the (CAS) stamped on the back side of the machine.

Because companies are continuously introducing new products, it would be impossible for CAD to maintain an up-to-date list of specific model numbers that possess these features. If a competitor is uncertain whether a particular calculator will be allowed, the student should bring a backup that does not possess any of the features in question. No backup calculator will be provided for any competitor whose calculator is disallowed.

IV. Competing without a Calculator

Competitors may opt to take the Mathematics Test without a calculator; however, CAD is suggesting competitors use a basic, scientific, or graphing calculator for solving the trigonometry test items.

V. Calculator Failure During a Test

If a competitor's calculator stops working during a test, the student should continue taking the test without a calculator. No additional calculator will be provided, and the competitor will not be allowed to take the test again later. However, as noted in Section III above, a competitor may bring a backup calculator and/or spare batteries to the test.

Revised on 12.01.10

Team Agreement Form

MUST BE RECEIVED BY FEBRUARY 18 ★ DO NOT FAX, MAIL ONLY

California Academic Decathlon | 4522 Abernathy Rd, Fairfield, CA 94534 | (707) 646-7601 | kscarberry@solanocoe.net

We have received a copy of the California Academic Decathlon *Team Conduct & Dress Code, Statement of Competency Standards, USAD Calculator Policy and General Rule & Guidelines*. As a condition of participation in this year's program, we have discussed these documents and agree to all of the conditions as specified. We understand that the failure of any member of affiliate of our team to adhere to the policies and procedures set forth in said documents may result in disqualification of the delinquent student participation and/or the team. Furthermore, it should go without saying that cheating, in any form, will not be tolerated. Any act of cheating will be promptly brought to the CAD Executive Panel for review, evaluation and imposition of possible sanctions. If someone is proven to have cheated, it is within the Executive Panel's power to disqualify not only the person caught cheating, but the entire team as well. To act otherwise, could compromise the integrity of the competition.

County/District

School Name

County/District Superintendent's (or Designee's Signature)

Date

Academic Decathlon Coordinator's Signature

Date

Principal's Signature

Date

Academic Decathlon Head Coach's Signature

Date

Academic Decathlon Assistant Coach's Signature

Date

Team Decathletes' Signatures:

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

CALIFORNIA ACADEMIC DECATHLON
4522 Abernathy Road
Fairfield, CA 94534
www.academicdecathlon.org

Ken Scarberry, State Director
(707) 646-7601, Office
(707) 438-2667, Fax
kscarberry@solanocoe.net

Team Fee & Bus Transportation Invoice

MUST BE RECEIVED WITH PAYMENT BY FEBRUARY 25

California Academic Decathlon | 4522 Abernathy Rd, Fairfield, CA 94534 | (707) 646-7601 | kscarberry@solanocoe.net

THIS FORM CAN BE USED AS AN INVOICE

Customer Information (all customer information is held in confidence)

County and/or District Name:	
High School:	
Contact Person & Title:	
Mailing Address:	
City, State & Zip:	
Telephone:	
E-mail Address:	

INVOICE INFORMATION	FEE	SUBTOTAL
TEAM REGISTRATION FEE A team fee is required by the deadline in order for the team to participate in the California Academic Decathlon Championship. Failure to pay the team fee by the deadline may result in forfeiture in attending the competition.	\$600.00	\$
SUNDAY BUS TRANSPORTATION [optional] A fee will be required for teams needing round trip transportation to CSU for the Speech & Interview portion of competition. Bus transportation will be available on Sunday, March 13, 2011 from the Hyatt Regency Hotel to CSU Sacramento and back to the hotel. Buses depart when full. A bus schedule will be included in the team's registration packet at the event. Transportation will be limited to the immediate team and coach. Teams may use their own transportation and waive this fee.	\$75.00	\$

GRAND TOTAL DUE \$

Send Payment To:

CALIFORNIA ACADEMIC DECATHLON c/o SCOE
 4522 Abernathy Road
 Fairfield, CA 94534

(707) 646-7601, Office
 (707) 438-2667, Fax
kscarberry@solanocoe.net

**MAKE CHECK OR MONEY ORDER PAYABLE TO "CAD c/o SCOE"
 PURCHASE ORDERS ARE NOT ACCEPTED WITHOUT PAYMENT**

CALIFORNIA ACADEMIC DECATHLON
32nd ANNUAL STATE COMPETITION
March 11-14, 2011 ★ Sacramento, California

This Schedule is Subject to Changes.
A final schedule will be provided at the Coaches "Mandatory" Orientation on March 11.

General Time	Specific Time	Description	Location
FRIDAY, MARCH 11			

4:00 PM - 6:30 pm		Team Registration (Coach's Only) _____	Santa Barbara Room, 2 nd Floor
7:00 PM - 9:00 PM		Coaches Mandatory Meeting _____	Capitol View, 15 th Floor

SATURDAY, MARCH 12			
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8:00 AM - 12:10 PM		Arena Testing _____	Regency Ballroom, First Floor
	8:00 AM - 8:15 AM	Decathletes Enter Arena Testing	
	8:15 AM - 8:20 AM	Welcome by CAD Executive Director	
	8:20 AM - 8:30 AM	Decathlete's Orientation (<i>eat before the orientation</i>)	
	8:30 AM - 9:25 AM	Essay (<i>5 minute explanation, 50 minutes for test</i>)	
	9:30 AM - 9:55 AM	Super Quiz, Written (<i>25 minutes for test</i>)	
	10:00 AM - 10:20 AM	Nutrition Break (<i>on your own</i>)	
	10:25 AM - 10:30 AM	Calculator Inspection (<i>5 minutes</i>)	
	10:30 AM - 11:00 AM	Math (<i>30 minutes for test</i>)	
	11:05 AM - 11:35 AM	Science (<i>30 minutes for test</i>)	
	11:40 AM - 12:10 PM	Music (<i>30 minutes for test</i>)	
12:20 PM - 1:20 PM		Decathlete Lunch (<i>on your own</i>)	
1:20 PM - 3:30 PM		Arena Testing (continued) _____	Regency Ballroom, First Floor
	1:20 PM	Decathletes Enter Arena Testing	
	1:35 PM - 2:05 PM	Language & Literature (<i>30 minutes for test</i>)	
	2:10 PM - 2:40 PM	Economics (<i>30 minutes for test</i>)	
	2:45 PM - 3:15 PM	Art (<i>30 minutes for test</i>)	
	3:20 PM - 3:30 PM	Closing Comments	
3:30 PM		Free Time / Dinner (<i>on your own</i>)	

SUNDAY, MARCH 13			
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10:00 AM - 3:00 PM		Speech & Interviews _____	CSUS (Locations TBD)
3:00 PM - 4:15 PM		Break	
4:45 PM - 7:45 PM		Super Quiz Relay _____	Memorial Auditorium
	4:45 PM - 5:10 PM	Super Quiz Relay, Line Up	
	5:10 PM - 6:00 PM	Super Quiz Relay, March In	
	6:00 PM - 6:15 PM	Super Quiz Relay, Welcome & Review of Rules	
	6:15 PM - 7:45 PM	Super Quiz Relay	
8:30 PM - 11:00 PM		Team Reception _____	Regency Ballroom A/B/C

MONDAY, MARCH 14			
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8:30 AM		Doors open for Guests, by ticket only _____	Memorial Auditorium
9:30 AM - 1:30 PM		Awards Ceremony _____	Memorial Auditorium

SAMPLE PRESS RELEASE

California Academic Decathlon Sacramento, California

The Academic Decathlon team from _____ High School in _____ will compete in the California Academic Decathlon State Finals on March 11 – 14, 2011 at the Hyatt Regency Sacramento Hotel, CSU Sacramento and Memorial Auditorium, Sacramento, California. The nine-member team, comprised of three “A,” three “B” and three “C” students, won their county/district level Academic Decathlon in _____ after competing against _____ teams. The team scored _____ points out of 60,000, and will go against the best schools from thirty-eight counties throughout California. The California State Championship team will compete in the United States Academic Decathlon in Orange County, California in late April.

Each team member participates in ten grueling events in the Academic Decathlon, including art, economics, language & literature, mathematics, music, science and social science. In addition, the contestants perform prepared and impromptu speeches, write essays on a given topic and are interviewed by a panel of judges. The final event, the Super Quiz Relay, will be held at Sacramento’s Memorial Auditorium before a cheering crowd. This year’s theme is the ***Great Depression***.

Individual medals won by the _____ team at the local competition include:

Additional *background* material on the California Academic Decathlon can be found at www.academicdecathlon.org. The California Academic Decathlon is a not-for-profit organization supported through personal, corporate and foundation contributions.

Results of the California Academic Decathlon will be available on Monday, March 14, 2011 after 12:30 PM. A press packet will be available immediately following the awards ceremony.

For further information, call:

Note To ALL Coordinators:

Please add the name of your Public Information or Public Relations person to handle all of your local questions.

General Rules & Guidelines

1. **Written Tests & Essay:** All written tests will be given in the Regency Ballroom at the Hyatt Regency Sacramento Hotel. Coaches will be responsible for assuring all decathletes' backpacks, purses and other possessions are secure and kept out of the testing area. The proctor will supply all printed and writing materials necessary for taking written tests. All additional materials must be left outside of the testing room (including the Super Quiz Relay). The only items decathletes may bring into the testing area is an acceptable calculator for the math test and a watch (watches must not make any type of noise). Please review the Code of Conduct for appropriate dress during the objective tests.
2. **5 Minute Warning:** Decathletes will be given a five (5)-minute warning before time is called during objective testing. There will be a 25 minute warning during the Essay test along with a five minute warning.
3. **Bus Transportation:** There will be a \$75 charge for teams requiring transportation to CSU Sacramento on March 13 for the Speech and Interview portion of competition. Teams may provide their own transportation and waive the fee but will be responsible for arriving on time for their scheduled Speech and Interview appointments.
4. **Meals:** Teams will be responsible for all their meals and snacks.
5. **Special Needs:** If any student on your team has a special need requiring special arrangements at any of the competition sites, please contact CAD immediately.
6. **Disqualification:** Any person receiving or passing along any current year's or previous years' tests or test items, except for published practice tests, will disqualify him/herself and his/her school from Decathlon participation.
7. **Cheating:** Cheating, in any form, is not tolerated. Any act of cheating will be promptly brought to the CAD Executive Committee for review, evaluation and imposition of possible sanctions. If someone is proven to have cheated, it is within the Executive Committee's power to disqualify not only the person caught cheating, but also possibly the entire team. To act otherwise, could compromise the integrity of the competition. Decathletes are not to have any testing material at any time during any portion of testing.
8. **Super Quiz Relay:** At no time during the Super Quiz Relay will coaches and decathletes be allowed to have study materials in their possession. The policy begins the waiting area to march-in and includes decathletes waiting to take their test and following their testing period. Absolutely no test materials are to be accessible to the team during the relay.
9. **Removal/Withdrawal:** In the case of emergency or illness, a decathlete must formally withdraw in order to be eligible for any awards. To formally withdraw, a decathlete must give a written excuse to a proctor or Decathlon official. If a decathlete leaves the Decathlon without formally withdrawing or is removed because of cheating or misconduct, the decathlete will not be eligible for any awards, and his/her scores will not be included in the team's total score.
10. **Decathlete Identification:** Every decathlete attending the CAD competition must bring a picture ID and have it with them at all times during their stay. The ID will be placed on the backside of their convention style nametag. CAD recommends that each decathlete carry a medical card in case of an emergency.
11. **Identification Numbers:** All pertinent test materials, including Scantron sheets pertaining to an individual decathlete, will be pre-coded. The cover sheet of each test showing the individual decathlete's name, competition ID number, date and signature must be completed before each test. Decathletes are not required to give their school name to *any* judge during speech or interview, although there is no penalty for revealing the school name or location.
12. **Leaving the Testing Room:** A decathlete leaving the testing room for any reason must first secure the permission of a proctor, turn in the test and Scantron and understand that he/she will not be allowed to return to the testing room until the next test. Decathlete's will not be dismissed from the final test until after the end of the testing period.
13. **Tardiness:** Decathletes are charged with the responsibility of being in the testing room on time. If a decathlete is tardy, he/she will not be allowed to make up time lost.
14. **Team Selection:** Teams selected for state competition are those teams that competed in their county/regional competitions. Teams shall not consist of more than nine decathletes.
15. **Test Scoring:** The SCORING CENTER is off limits to everyone except the designated officials.
16. **Test Challenges:** Test Challenge Forms may be delivered to the Scoring Center by placing the completed form into a Manila Folder attached to the front of the Test Center. Test Item Challenge Forms must be completed by a coach, only.

17. **Code of Conduct and Competency Standards:** Decathletes and coaches are required to comply with the competition rules as stated in the California Academic Decathlon *Code of Conduct Policy Statement, Statement of Competency Standards, USAD Calculator Policy*, and the *General Rules & Guidelines*. Failure to adhere to these policy statements may, at the discretion of the CAD Executive Panel, result in the disqualification of the participant and/or his/her team.
18. **Standards:** Decathletes and coaches are expected to follow the highest standards of honesty and integrity while participating in the California Academic Decathlon. If necessary, a decathlete may be required to participate in any test designed to validate the test results.

Explanation of Scoring & Awards

1. The Academic Decathlon has ten events each weighted at 1,000 points per competitor for a possible 10,000 point total. However, only six scores per team are counted for the team ranking, (top two Honor, top two Scholastic, and top two Varsity). The highest possible team score is 60,000.
2. Five of the objective tests have 50 items. The raw score for these tests is converted to 1,000 points with each item worth 20 points. The math test has 35 items with each item being worth equal points.
3. The essay is scored based on a rubric. Each essay is independently read twice. If there is a divergence of more than 200 points in the two scores, the essay is read and scored by a third judge. The third score replaces the divergent score. The two scores are averaged for the final score.
4. The speech and interview are performed before a panel of judges (a minimum of two and maximum of four judges). The judges complete the appropriate Scantron forms. These are scanned directly into the computer. The scoring program computes an average score based on a maximum of 1,000 points.
5. Super Quiz has both a written component and an oral component (Super Quiz Relay). The written test will have 40 items worth 15 points each that counts for 60% of the total score ($40 \times 15 = 600$). In the oral relay, each decathlete will answer 10 questions worth 40 points each which will count for 40% ($10 \times 40 = 400$). Separate Scantrons will be used for the written and Relay Super Quiz.
6. For Super Quiz Overall the team ranking is also determined by the six team decathletes with the top two scores in each of the three categories. NOTE: It is not necessary that the six decathletes whose scores count for the Super Quiz be the same six decathletes whose scores count for the Overall Team score.
7. CAD has three divisions determined by regional scores. Each division will have twenty teams (division three may have additional teams depending upon the total number of participants/teams in attendance). Each division will have a first (gold), second (silver), and third (bronze) place winner. These are the Division Champions. The National title will be awarded to the team with the highest number of points regardless of division. Team overall ranking is determined by the six team decathletes that make up the top two overall scores in each category (Honors, Scholastic, and Varsity).
8. Olympic style medals are presented to the top three students in each division and category, and in each of the ten events. All ties are awarded. Medals are also awarded to overall individual winners in each of three divisions. Team awards are presented to the top three Super Quiz teams. The top three overall teams are presented with Division Awards.
9. A Winner's List is released following the presentation of awards that indicates the medal winners in each event, the special awards, the top five teams in the Super Quiz and the top ten teams in the Overall Standings. **Each coach receives a printout of scores for his/her team. Results will be made available at the end of the awards ceremony.**
10. A minimum of Sixty teams (or 540 decathletes) will participate in the CAD competition. Depending upon the number of separate counties participating in the California Academic Decathlon, the CAD Board of Directors may invite a limited number of at-large teams to compete at the state competition. All at-large teams will be selected from those teams with the highest scores from those teams who did not win their county competition. The selection of the at-large teams will be based solely upon the score obtained by the non-qualifying teams at the county level; however, the Board of Directors will not invite a second team from a school which is competing at state competition. The Board of Directors may elect to not invite any at-large teams. At-large teams who are invited to the state competition will compete in their respective division based upon their team score.

Challenge Procedures and Guidelines

Introduction

Participants are expected to strive to ensure the truthfulness, fairness and accuracy of all aspects of the competition. In matters of overall policy, the CAD Board of Directors has final authority, but as delineated herein, the authority and responsibility for conducting the CAD competition lies with the State Director and designated Competition Committee.

Test Challenge

Thorough documentation and understanding of challenge policies and procedures and the circumstances under which any score adjustment can be made is very important. Further, it is important to assure challenges can be filed, discussed and resolved in a timely manner. Although challenges not be encouraged, adherence to these procedures and guidelines is necessary to ensure fairness in the treatment of all challenges. All challenges must include the appropriate documentation.

The following are allowable types of challenges and procedures for filing a challenge/appeal. Decathletes are to file challenges through their coach in written form, except for such problems as missing test pages or unreadable portions; in this case, decathletes should raise their hand and tell the nearest proctor.

Coaches who wish to challenge an item on an objective test or the Super Quiz Relay must use the Test Item Challenge Form. Completed Challenge Forms for an objective test item must be delivered to the Score Center by 12:30 PM for morning exams, by 3:30 PM for afternoon exams on the day of testing. Completed Forms for a Super Quiz Relay item must be filed with the Competition Committee within thirty minutes of the end of the Relay. Scores for Essay, Interview and Speech events are final. They are not subject to challenge.

As a general reference to any and all questions, decathletes should answer with the BEST response, and not a response that is sometimes true, or provides an exception, or is based on regional or local data. Questions are context specific due to national participation in this test. Decathletes should not be looking for ANY plausible answer, but the BEST answer, based on the text provided. Often the most obvious or direct answer is NOT provided (much in the same fashion as the ACT, SAT or any AP exam), requiring the decathlete to determine the BEST response.

Challenge of an Item on an Objective Test

Challenge of a test item on an objective test may be lodged during the competition by a coach because of one of the following reasons only:

- a. No correct answer
- b. Two **equally** correct answers
- c. Typographical error in the text of a question/answer

Challenges to any item on an objective test for any reason other than those stated above will not be accepted. **For morning tests, this form must be completed and turned in by 12:30 PM. For afternoon tests, this form must be completed and turned in by 3:30 PM. Forms can be delivered to the Score Center.**

Challenges To Super Quiz Relay

Challenge of a question from the Super Quiz Relay may be lodged by a coach because of one of the following reasons only:

- a. Answer indicated as correct is not the correct answer
- b. Question does not relate to the Study Guide outline

Challenges to any item on the Super Quiz Relay for any reason other than those stated above will not be accepted. **For Super Quiz Relay, this form must be completed and turned in within thirty minutes of the end of the Relay to an Appeals Committee member.**

Responses

All decisions made by the Appeals Committee are final.

Test Item Challenge Form

(To be completed by the team coach only)

Coach's Name

Date

County/District and School

Time

For morning tests, this form must be completed and turned in by 12:30 PM. For afternoon tests, this form must be completed and turned in by 3:30 PM.

For Super Quiz Relay, this form must be completed and turned in by thirty minutes of the end of the relay to an Appeals Committee member.

As the coach for the _____ Team, I hereby request a review of the following test item(s):

Name of Test

Item Number(s)

The reason for the request is as follows:

Coach's Signature

FOR OFFICIAL USE ONLY – Please do not write below this line

Name of Test

Item Number(s)

Your request has been **DENIED** **ACCEPTED** for the following reasons:

Signature (member of the Appeals Committee)

Scores for Essay, Interview and Speech events are final. They are not subject to challenge.