

## Spelling Guide 2019

See Website for spelling lists.

Forms: please fax/email your completed application to: The Vermont Principals' Association at 802-229-4801 and/or [mail to: mlapointe@vpaonline.org](mailto:mlapointe@vpaonline.org).

**Applications Due: Monday, October 14, 2019**

**Regional Competitions: Saturday, October 26, 2019 or Saturday, November 2, 2019.**

**State Championship: Saturday, November 16, 2019**

### TEAMS

The spelling competition is organized by teams on two grade levels: fifth/sixth and seventh/eighth. Individual schools will decide how to choose their six spellers for each of these two teams. A team consists of four participating spellers and two alternates, and each team chooses its captain.

Each team must represent one specific school. Each superintendency may send one fifth/sixth grade team and one seventh/eighth grade team to the regional competitions. If more than one school in a superintendency wants to compete, there must be a process set up within the superintendency to determine its representative school for the regional competition. PRIVATE SCHOOLS WISHING TO COMPETE IN THE LOCAL COMPETITION SHALL CONTACT THE SUPERINTENDENT OF THE DISTRICT. THE PRIVATE SCHOOLS MUST BE ALLOWED TO COMPETE. PRIVATE SCHOOLS MAY HOST THE DISTRICT COMPETITION BY MUTUAL AGREEMENT.

### COMPETITION STRUCTURE

There are five regional competitions, based on the geographical division used for regional Meetings. The VPA Spelling Committee reserves the right to reassign schools to the various regions based on the number of schools competing, facilities, staffing, etc. Regional information will be emailed and faxed to Host schools. Regional site information will also be available on the VPA website ([www.vpaonline.org](http://www.vpaonline.org) under Student Activities, Spelling) indicating which region schools are assigned to. Regional Host schools will then send a letter to the schools in their regional explaining start time, directions etc. If you do not receive a letter by **October 22nd**, call 229-0547. On each grade level, a regional winner is determined at a run off according to the procedures below. The 5 regional winners compete on **November 16th, 2019** to determine the state champions at each grade level. Regional competitions may be determined by number of schools participating, weather, location and other variables. Time of the competition is to be determined by the host school.

### PROCEDURE:

1. The coaches will draw lots to see what team will be seated in Row 1, Row 2, Row 3, Row 4, and Row 5. - see diagram on page 3.
2. Spellers will remain seated to spell.
3. Pronouncer will systematically select words from the enclosed lists.
4. The pronouncer will provide a sentence for a homonym or for any other word that may not be clear to the speller.
5. Speller one of Team A must spell the word correctly, orally. (See #14). If the speller is correct, the speller scores two points. If the speller is incorrect, the pronouncer gives the correct spelling and no one receives points for that word. N.D. A speller who misspells a word continues in the match: the speller is not eliminated.
6. Speller one of Team B is given a word to spell. The rotation is kept, with the pronouncer going from one team to the next. The pronouncer should go from LEFT to RIGHT.
7. When all four spellers on each team have had a word, bonus words will be given. This constitutes a ROUND. Bonus words are difficult words that come from a special list only the pronouncer has. The pronouncer gives a BONUS WORD to speller one of the first team. Only this speller has the chance at this word. If the speller misses, the pronouncer gives the correct spelling. Speller one of the second team then receives a BONUS WORD. At the end of the second round, speller two receives a BONUS WORD, etc. Each correct BONUS WORD counts for four points.
8. When all four spellers on each team have had a turn and BONUS WORDS have been given, the ROUND will end. At the conclusion of the ROUND, the total of points for that ROUND will be entered on a scoreboard. Score results may be challenged only at the end of each respective round (score results relating to score within that round). Only the coach may file a grievance. The match will continue for twelve ROUNDS until there is a winner. If tied, there will be as many complete rounds as needed until there is a winner.
9. Each speller should pronounce the word before spelling the word. The speller should pronounce the word after spelling the word. The speller may ask the pronouncer to re pronounce the word, define it, or use it in a sentence. If a speller does not pronounce the given word and spells the given word correctly, points will be awarded. However, if a speller does not pronounce the word given by the pronouncer and spells a word correctly, but not the one given, points will not be awarded and a new word will not be given. Having started to spell a word, a speller may stop and start over provided the speller has made no mistakes up to that point and has asked permission of the pronouncer to start over. When a speller starts to spell, the speller has a reasonable amount of time to complete the word. If there are any challenges (alternate spelling or to verify the

pronouncer or judges were right) they must be made before the next word is given. ONLY THE COACH may make an appeal or challenge.

10. The coach may allow a substitute to enter the contest only at the end of every fourth ROUND. In the event of illness, a substitute can be made immediately, and the substitute must be seated in place of the student being replaced. When a substitute takes over for another speller in the event of illness, the speller who was replaced stays out for the balance of the contest including tiebreaker ROUNDS.

11. The pronouncer shall remind the children to speak loudly and clearly so others can hear. The pronouncer should indicate if the word is right or wrong. If a word has two or more accepted spellings, both will be accepted as correct. If there are any questions relating to the spelling of a word or to the reasonable time limit, the pronouncer shall ask the JUDGES for a decision. Judges' decisions are final. Webster's Collegiate Dictionary shall serve as the final authority for the spelling of all words.

12. One scorekeeper shall keep the score. Judges are to keep track of correct and incorrect responses. Two judges act as a court of appeal. There will be a VPA designated monitor.

13. In the event that an action of a participant, coach or supporter of a team is deemed inappropriate by the monitor, the monitor may disqualify the team(s) involved.

14. Any special needs pupil as designated by State Law may participate in the spelling competition in whatever communicative mode that is appropriate for the speller's handicapping condition. School coaches shall notify the VPA in advance (with registration form) of competition of these handicapping conditions.

15. Participants shall not carry any objects such as stuffed animals, charms, etc. to their assigned seats at the competition.

## WORD LISTS

1. A list of about 600 words is provided in this Guide for both levels of competition.
2. Bonus word lists will not be available for review and practice at the local competitions. Schools within a supervisory union should devise their own bonus lists. There are two different competition bonus lists, one for use in regional and the other for state level.

## REGISTRATION

1. The Spelling Competition Guide and registration form & evaluation are posted on [vpaonline.org](http://vpaonline.org).

2. The principal of the competing school shall submit the school name of the team(s) selected to represent his/her district or supervisory union by fax (229-4801) or email to [mlapointe@vpaonline.org](mailto:mlapointe@vpaonline.org) confirmed by telephone/email, by October 14th, 2019. ANY OTHER METHOD OF DELIVERY IS AT THE RISK OF THE SENDER.

#### ROLE OF THE PRONOUNCER

1. Review the attached rules for the benefit of the students and audience BEFORE the contest.
2. The Pronouncer greets everyone. He/she is the M.C. for this event. BEGIN ON TIME. Introduce the officials. Team spellers will be asked to introduce themselves and their coaches.
3. The Pronouncer will pronounce a list of words systematically selected from the competition list. If the speller pronounces the word incorrectly, the pronouncer will stop the speller and provide him/her with the correct pronunciation
4. When a student spells a word, the Pronouncer will say 'RIGHT' or 'WRONG' so that the Scorekeeper will give 2 points, 4 points, or 0 points. If the scorekeeper has even the slightest doubt, he/she will ask the judges for a decision.
5. If a word is misspelled, the pronouncer will give the correct spelling.
6. Have the scorekeeper keep and display the score using a score sheet that is cumulative so that you can announce the score at the end of each round. (See score sheet next page).
7. When the contest is over, the pronouncer thanks all of the contestants and the officials, and asks the scorekeeper to submit the written copy of the score sheet to the VPA monitor.

#### ROLE OF THE VPA MONITOR (if available)

1. Fax letters to participating schools and the VPA office listing the site, time, etc., by October 22, 2019.
2. The VPA monitor initiates contact with the host school.
  - A. Sees that the building will be open on time.
  - B. Ensures that enough rooms are available for the number of teams participating.
  - C. Ensures that there is enough personnel to take care of all needs - judges, scorekeepers, registration personnel, custodians, etc.
  - D. Brings back names and addresses of officials at site for reimbursement.
  - E. Ensures that no microphones, camcorders, or tape recorders are in use.
  - F. Discusses Competition seating arrangement with host school prior to the day of the Competition.  
See diagram below.
  - G. Orient judges/scorer on procedures.

3. The VPA monitor will see that certain items are available for the Spelling Contest.
  - A. Visual scoring aid and Websters Collegiate Dictionary.
  - B. Tables and a podium for each pronouncer.
  - C. Chairs for student use. No student tables will be used in regional and state championships.
  - D. Name tags for officials, coaches, judges, scorekeepers, pronouncer, and contestants.
  - E. Ensures that no microphones, cam corders, or tape recorders are in use, and that bonus words are not written down.
  - F. Discusses Competition seating arrangement with host school prior to the day of the Competition.  
See diagram below.
  - G. Orient judges/scorer on procedures.
4. The VPA monitor will introduce the Pronouncer and the Competition.
5. The VPA monitor will make alternative arrangements in case of inclement weather.
  - A. Make arrangements for a new date.
  - B. Notify the coaches, host school, host principal, and local radio stations.
  - C. Make sure that telephone numbers are obtained before the Competition.
6. The VPA monitor will ensure that no one actively coaches when a child is spelling.
7. The VPA monitor will be responsible for audience control.
8. The VPA monitor may suggest that the host school conduct a fund raising event by selling coffee and baked goods during the Spelling Competition.
9. The VPA monitor should visit with winning team(s) to discuss details of State Championships.
10. The VPA monitor shall distribute word lists to judges at the competition, the pronouncer prior to the competition, and collect the word lists after the competition.
11. Note the pronouncing change in #9, procedure.