



# SWIFT

December 2023

**SPEECH WORKERS OF IOWA FEATURE THEMSELVES**

## IHSSA + YOU HELLO! HELLO!

- **DEBATE COMMITTEE**
- **ONLINE REGISTRATION**
- **DEBATE UPDATE**
- **STAGE WEAPONS POLICY**
- **COACH CONTACTS**
- **CONTEST DEADLINES**
- **CONTEST SITE INFO**
- **COMMENT SHEETS**
- **IHSSA CALLBOARD**

"The philosophy of the IHSSA is built upon the belief that no form of activity is any more important than that of learning to communicate effectively."

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West Des Moines, IA 50266

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# A Lil' Acorn

Scout's dream launched when she was 3.

Creative Movement. 30 minutes a week--focusing on the development of gross motor skills and introducing the beginnings of ballet vocabulary, taking turns, and following directions in a group environment. Pink tights, a pink leotard, pink ballet slippers the size of my palm, and--securely potty trained. Most important, a dance teacher who deeply cared for and challenged her. *Ms. Paula.*



In kindergarten when asked what she wanted to be when she grew up, of course Scout said a ballerina.

In 1st grade, a ballerina--like Ms. Paula.

2nd grade, ballerina remained firm.

3rd grade, ballerina (with a close second of a ballerina *teacher.*)

In 4th grade, her career report was on Misty Copeland with references to Ms. Paula.

By 5th grade, 30 minutes a week with Ms. Paula had progressed into 3 hours a week.

In 6th grade, Scout went to her first "summer intensive"--a right of passage for all interested ballerinas Ms. Paula affirmed.

In 7th grade, Ms. Paula assessed Scout's frame was physically ready for pointe.

8th grade (Covid year) it was the barre and Ms. Paula that kept Scout mentally healthy and engaged.

As a freshman, all of Scout's post-secondary career pathway exercises pointed to that of a --ballerina. Ms. Paula concurred.

And then, in her sophomore year and...one month... before THE NUTCRACKER...Scout broke her left fibula.

A teacher's belief in a student is perhaps the very best medicine--and fuel. It keeps the student stable and balanced so that the mind can build up for a smooth--and safe-- take off. Sometimes that take-off occurs right on schedule--pending the weather conditions. Sometimes, it is years later. Teachers encourage students to explore and model for them what it looks like to bring passion to learning. Teachers hold their students accountable, and inspire them to dream...to dream big. Teachers have the power to launch dreams--including those of a three-year-old.

Today, just a year after crutches and lots and lots of PT, Scout is enrolled full-time in a pre-professional dance program. She trains 8 - 4 everyday, followed with online school in the evenings. Scout stays in close contact with Ms. Paula (I know their relationship is for life.) And, even though they are miles away, Ms. Paula continues to send Scout fuel.

Launch your students. Affirm their dreams. Believe they can...and they will...fly!

**Happy Everything to YOU and YOURS!**  
Stacy Hansen, IHSSA Executive Director





# IHSSA DEBATE COMMITTEE



The IHSSA DEBATE COMMITTEE works passionately throughout the year bringing speech and debate insight and expertise to the IHSSA Family. They assist with the the IHSSA State Tournament held each year on the DMACC Campus in Ankeny. Too, they are instrumental in creating connections with the National Speech and Debate Association (NSDA) as well as the Iowa Forensics League (IFL). The IHSSA is most grateful for their leadership and their always inclusive approach to debate and speech activities.

## SPENCER WAUGH

Simpson College

Spencer is the Special Assistant to the Executive Director for Debate. Spencer started Simpson's Debate in 2011 and generously offers his passion and direction for all things speech and debate to the IHSSA.



## JOHN COOPER

Iowa City West

John H. Cooper is an 12th year educator, seven years at Iowa City West, with degrees from Illinois State University 2012, Drake University 2020, and University of Iowa in 2022.



## LYDIA COWINS

Des Moines Christian

I like being a part of the IHSSA debate community because it gives me a chance to give back to an activity that has given me so much. I also get to learn from people with great and diverse experience.



## ANNE DEAM

Ames

Annie Deam has coached debate (Public Forum, Congress, and some speech events) since 2011 at Ames High School, where she also teaches French, German, and Spanish.



## KIRK KELLOWAY

CAM, Anita

Born and raised in Anita, IA. State Debate Champion, All-State Speech under the tutelage of Hall of Fame Coach John Burke. Retired and returned home six years ago to coach speech and revitalize the debate at my former school. And I love what I do!



# COPYRIGHT

## Permission to do Material or Music in all IHSSA Events

Please remember you must have permission to do ANY MATERIAL that you use for contest events. We have agreements with many companies to use their materials for IHSSA contest. For example, if you use recorded music for background in Mime or One Act (unless you have purchased the BMI license) you must have permission to use it. If you are using music for Short Film or TV you must get rights from the copyright holder and get synchronization rights for that song or songs. If you are reading an interp selection from a book you must receive permission to read that selection or cutting at the contest. In Musical Theatre you cannot do cuttings unless you have permission to do so. You can NEVER cut or rearrange material without receiving permission or using material from the companies we have agreements with. Receiving permission to perform at contest is just that. It does not cover performing for other events nor does it cover videotaping. Also, NEVER allow contest selections to be placed on YouTube or the internet. YOU DO NOT HAVE PERMISSION TO DO THAT! It is the responsibility of the local school to secure all performance rights for contest selections. Be sure you have permission to do material before you start a selection for contest. The IHSSA will NOT support any school that does not secure performance rights for selections at contest. Do not put your school district in financial danger by not finding the rights to perform material. Please remember all of your titles are posted on the web and those groups will see what you are doing. Get the proper rights to do material for contest. You as a coach/school must do this! Secure permission.

## PERFORMANCE RIGHTS FOR MUSICAL THEATRE + AREAS USING SHEET MUSIC (NOT TRW OR MTI) *From Dr. James Weaver of the NFHS*

You must request and receive permission to perform selections. A fee might be required. With all of these Performing Rights Organization permissions you cannot make an arrangement without the proper permission from the copyright owner. However, you may make cuts for timing purposes only, but the piece MUST remain in the same order and the cut must keep the integrity of the musical work.



If you are performing a work of music for a contest you will need to follow the guide below:  
If you are using sheet music from:

**BMI – PURCHASE** the BMI high school license for Secondary Schools (on IHSSA web site) you can do any song from the BMI catalog for contest without asking permission to perform. This is good for background music in Mime and One Act. The BMI license does not allow for any cuts/additions/different arrangements/etc. [BMI CONTRACT LINK](#)



# f o r m s

## LARGE GROUP MUSICAL THEATRE APPLICATION & PERUSAL FORM

Name of Organization \_\_\_\_\_ Account Number \_\_\_\_\_  
 Address \_\_\_\_\_  
 City, State, Zip \_\_\_\_\_  
 Phone \_\_\_\_\_ Fax \_\_\_\_\_

Dear Licensing Agent:  
 \_\_\_\_\_ located in \_\_\_\_\_ will perform in the Large Group category as part of the  DISTRICT  STATE Competition to be held from \_\_\_\_\_ to \_\_\_\_\_ in \_\_\_\_\_. We are asking for written permission from you to use material represented by your company in the performance.

The selection our group would like to perform is  a song  a scene  both  
 \_\_\_\_\_  
 from \_\_\_\_\_ by \_\_\_\_\_  
*By signing below, I agree to terms and rules of MTI as listed on the attached page.*

Our group will need materials to perform the music and/or scene. Enclosed is \$75.00 for materials. *If music is needed please enclose check or money order payable to Music Theatre International or fill out the enclosed Credit Card information. PURCHASE ORDERS ARE NOT ACCEPTED.*

AMOUNT TO BE CHARGED: \$ 75.00  VISA  MASTERCARD  AMEX  
 CARD NUMBER: \_\_\_\_\_ EXPIRATION DATE: \_\_\_\_/\_\_\_\_/\_\_\_\_  
 NAME (AS IT APPEARS ON CARD): \_\_\_\_\_  
 BILLING ADDRESS OF CREDIT CARD: \_\_\_\_\_  
 \_\_\_\_\_  
 I AGREE TO PAY THE ABOVE LISTED AMOUNT \_\_\_\_\_  
 APPLICABLE DEPOSIT REFUND WILL BE PAID ONLY BY CHECK  
 PLEASE MAKE MY REFUND CHECK PAYABLE TO:  ORGANIZATION  INDIVIDUAL NAMED ON CARD

A countersigned copy of this document will serve as Music Theatre International's permission for the above named organization to perform the selection listed above at the district and state level for one school calendar year from the date below.

Music Theatre International Representative \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_

CLICK HERE for  
[MTI FORM LINK](#)

**TRW**



## LARGE GROUP MUSICAL THEATRE APPLICATION

Organization Name \_\_\_\_\_ Account Number (if known) \_\_\_\_\_  
 Address \_\_\_\_\_  
 City, State, Zip/Postal \_\_\_\_\_  
 Phone \_\_\_\_\_ EMAIL - print legibly please! \_\_\_\_\_

Dear Licensing Agent:  
 \_\_\_\_\_ located in \_\_\_\_\_ will perform in the Large Group category of the IHSSA competition to be held from \_\_\_\_\_ to \_\_\_\_\_ . We request written permission from TRW to use the intellectual property named below in our performance. The performance selection is:  a song  a scene  both  
 \_\_\_\_\_  
 from \_\_\_\_\_ by \_\_\_\_\_

*By signing below, I agree to the TRW terms and rules as described on the attached page/IHSSA website.*

Signature \_\_\_\_\_ PRINT Name \_\_\_\_\_  
 Title/Position \_\_\_\_\_ Date \_\_\_\_\_

Our group will need materials to perform the music and/or scene. Enclosed is \$25.00 for digital materials. *To receive materials digitally, I have included my email address printed legibly above (next to phone number). Please enclose check, money order, or PO issued to Theatrical Rights Worldwide or complete the Credit Card information below.*

AMOUNT TO BE CHARGED: \$25.00  VISA  MASTERCARD  AMEX  
 Card Number \_\_\_\_\_ Expiration Date (MM/YY) \_\_\_\_\_ Card Security Code \_\_\_\_\_  
 Name (as it appears on card) PLEASE PRINT LEGIBLY \_\_\_\_\_  
 Billing Address \_\_\_\_\_  
 City, State, Zip/Postal \_\_\_\_\_

I AGREE TO PAY THE ABOVE LISTED AMOUNT \_\_\_\_\_ SIGNATURE  
 A countersigned copy of this document will serve as THEATRICAL RIGHTS WORLDWIDE's permission for the above named organization to perform the selection listed above at the district and state level for one school calendar year from the date below.

Theatrical Rights Worldwide Representative \_\_\_\_\_ Title/Position \_\_\_\_\_ Date \_\_\_\_\_

CLICK HERE for  
[TRW FORM LINK](#)

Additional info on MTI and TRW is on the IHSSA web site. There are other groups that you can use for materials for musical theatre, too. Please see the note from the NFHS in this SWIFT. The Iowa rep for MTI is Roseanne George: RoseanneG@MTIShows.com. Scan your requests to her. BE SURE you are doing the RIGHT thing with copyright and permissions. Do RIGHT! DO WRITE!

# STATE DEBATE INFO

**State Debate Tournament: January 5/6, 2024: DMACC, Ankeny**

**DIRECTIONS:** DMACC CAMPUS/Ankeny. Exit I-35/Exit 90. Head west on Oralabor Road. Park in the NORTH lot. The STUDENT CENTER will serve as the headquarters for contest.

**DEBATE AREAS:** All four areas (Congress, Lincoln Douglas, Policy, Public Forum)

**DEADLINES:** November 15: Student Congress Intent Form - (you may still enter)  
(Email Stacy@ihssa.org if you are still interested in CONGRESS)  
December 19: IHSSA Eligibility / Fee form  
December 19: Entry / Judge form

Please remember we will debate the January topic for both Public Forum and Lincoln Douglas. HERE ARE THE TOPICS for STATE DEBATE.

Registration materials for the State Tournament will be online this year. That link for registration is: TABROOM.COM. Please see this TABROOM site for all the information on location and registration for the State Debate Tournament.

If you have not been to the tournament before and wish to be part of the IHSSA State Tournament just call the State Office and we can make that happen!

Registration for Policy, Lincoln Douglas, and Public Forum debate will be in the Student Center at 10:30 on Friday, January 5. Student Congress registration will be from 11:30-12:30 p.m. in the Student Center on Friday, January 5. Debating in Public Forum, L-D, and Policy will begin at 12:30 p.m. on Friday and 4 rounds will be debated that afternoon and night. Student Congress will begin with a General Meeting at 12:30 p.m. All Saturday events will begin at 8:00 a.m.

Here is the DEBATE SCHEDULE.

Here is the DEBATE TABROOM.

# IHSSA+DEBATE





# NOTES

**Need COMMENT SHEETS? Print copies of these now. Use them in your rehearsals. Do not wait until the last moment to print these. [Click HERE.](#)**



**CHAIRS for Musical Theatre/Form = REGULAR CHAIRS (no lawn chairs, overstuffed livingroom chairs, or chairs with wheels, etc. The rule to bring your own chairs is made for safety purposes. Use sturdy chairs.**

## **IHSSA ELIGIBILITY**

**By directive of the Executive Board, please remember all students in all events must be academically eligible. This includes students in Short Film, Radio, and TV. All students must be eligible when the short film is given at contest. If a student was ineligible when it was filmed and is not eligible on the date of the contest, that film cannot be shown at contest. YOU CANNOT USE AN INELIGIBLE CONTESTANT IN IHSSA ACTIVITIES. If you need more clarification call the State Office. [HERE IS THE ELIGIBILITY POLICY.](#)**

## **IHSSA COMMITTEE APPOINTMENTS FOR 2023**

**IE All - State Festival: Nate Irwin, Sioux City East, NW**

**Coaches Convention: Emileigh Eilderts/Wendy Buseman, Hampton-Dumont, CAL, NE**

**Debate: Lydia Cowins, Des Moines Christian**

# IHSSA REGISTRATION



## 1 PAY YOUR MEMBERSHIP

Have you paid your 23-24 Membership Dues? The PO is not payment. You must submit a check to the IHSSA. You must work with your business office to mail a check to the IHSSA. \$50 High School/\$25 9th Grade (\$65 if it is late.)

## 2 OBTAIN LOGIN/PASSWORD

The usernames/passwords for on-line forms are the same as last year. If you need a refresh, email the State Office. Keep it handy; you'll be using it several times. [stacy@ihssa.org](mailto:stacy@ihssa.org)

## 3 CHECK YOUR SITE LOCATION

By December 15, DISTRICT Large Group sites will be posted on the IHSSA website. Do not register before sites are posted. You are not able to register until sites are posted.

## 4 EMAIL YOUR CONTEST MANAGER

After you find out your DISTRICT site location, EMAIL your contest manager your contact information. You must email your contest manager: [HERE ARE CONTEST MANAGERS' CONTACTS.](#)

## 5 SUBMIT ONLINE REGISTRATION DUE: Jan. 3

Complete the ONLINE REGISTRATION at the IHSSA website for DISTRICT REGISTRATION. Print 3 copies. (1) for payment to submit to the IHSSA (2) 1 to send to District Contest Manager (3) and a copy for your records. You need the log in/password for this. The form is the invoice for your contest entry fees.

JANUARY

3

## 6 SUBMIT IMMEDIATE PAYMENT \$ TO IHSSA

Work with your business office and secure payment to the IHSSA. Remember, a PO is not payment. Too, please remember the deadline of registration. Late entry penalized will be enforced per constitutional rules. Late entries will perform at the end of the day. Please do your part and get the form to your business office for payment.

## 7 CALL STACY 4 SPECIAL REQUESTS DUE: Jan. 4

All special requests for performances must be called to Stacy Hansen. Contest Managers will not accept special requests. Special requests are for school related events only. There ARE conflicts with SAT testing. ACT tests are Feb.10 and April 13. SAT testing is on March 11, the same day as STATE IE. NO SPECIAL REQUESTS will be accepted for ACT/SAT TESTING.

JANUARY

4

### GOT ??'s?



[USE THIS additional step-by-step handout](#) for additional support.

[WATCH THIS VIDEO](#) for additional support.



Thank you CARRIE TINKHAM, Coach at Large, for providing helpful guide and video! .



# IHSSA CONTEST ENTRY DEADLINES



**STATE DEBATE**  
**December 20, 2023**  
**All forms due**

**DISTRICT LARGE GROUP**  
**January 3, 2024**

**STATE LARGE GROUP**  
**Immediately after District**

**LG ALL STATE**  
**Immediately after notification**

**DISTRICT IE**  
**February 7, 2024**

**STATE IE**  
**Immediately after District**

**ALG ALL STATE**  
**Immediately after notification**

**EARLY is ON TIME.**  
**ON TIME is LATE.**  
**LATE is....OH NO!**



**Send in payment early. The PO is NOT payment. Communicate EARLY with your bookkeeper.**

**Please remember these deadline dates. Late entry penalties will be enforced per the IHSSA Constitution. All late entries will be placed at the end of the performance day, as per the Executive Committee. EARLY is ON TIME.**

## SPECIAL REQUESTS

**By direction of the Executive Committee, all special requests must be CALLED INTO THE STATE OFFICE by the dates listed below:**

**District LG: January 4, 2024**

**State LG: January 24, 2024**

**District IE: February 8, 2024**

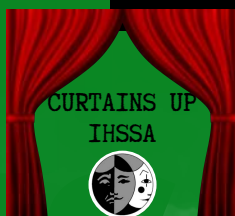
**State IE: February 28, 2024**



**Special requests after these deadlines will only be accepted on an emergency basis. Email requests or phone messages will NOT be honored. You must speak directly to Stacy Hansen, IHSSA Executive Director. Contest Managers will not accept special requests. ACT/SAT testing is not a special request. Thanks for your compliance.**

**SUBSCRIBE TO OUR YOUTUBE CHANNEL: IHSSA + YOU!**

**You  
Tube**



**LOOK for CURTAINS UP! A weekly video message about all things IHSSA on our YOUTUBE channel.**



## WHERE do I go for contest?

**LG DISTRICT SITE ASSIGNMENTS:** will be released after DECEMBER 15.  
**IE DISTRICT SITE ASSIGNMENTS:** will be released in JANUARY.

## WHEN do I register for contest?



Register **AFTER** Contest Sites are posted. District sites are released December 15 (LG) and in January (IE).



## WHERE will I register for contest?

You will register online at [ihssa.org](http://ihssa.org) using your secure login/password. Contact the IHSSA Office if you need login info.



# Contest Sites 24

### NORTHWEST

#### LARGE GROUP DISTRICT

Denison  
Northwestern College  
Sioux City East

#### LARGE GROUP STATE

Spencer

#### INDIVIDUAL EVENTS DISTRICT

MOC-Floyd Valley  
Sioux Central  
Woodbury Central

#### INDIVIDUAL STATE CONTEST

Kuemper Catholic

### NORTHEAST

#### LARGE GROUP DISTRICT

Cascade  
Decorah  
Union

#### LARGE GROUP STATE

Dubuque Senior

#### INDIVIDUAL EVENTS DISTRICT

Maquoketa Valley  
Mason City  
West Delaware

#### INDIVIDUAL STATE CONTEST

Hampton-Dumont CAL

### SOUTHWEST

#### LARGE GROUP DISTRICT

ACGC  
Clarke Osceola  
Shenandoah  
WDM Valley

#### LARGE GROUP STATE

Ankeny Centennial

#### INDIVIDUAL EVENTS DISTRICT

Bondurant-Farrar  
Council Bluffs Thomas Jefferson  
East Union  
Waukee Northwest

#### INDIVIDUAL STATE CONTEST

ADM

### SOUTHEAST

#### LARGE GROUP DISTRICT

Keota  
Iowa City Liberty  
Monticello  
Pella

#### LARGE GROUP STATE

Pleasant Valley

#### INDIVIDUAL EVENTS DISTRICT

Montezuma  
Mount Vernon  
North Scott  
South Tama

#### INDIVIDUAL STATE CONTEST

Cedar Rapids Xavier

**STATE DEBATE: Jan. 5/6**  
**ANKENY DMACC CAMPUS**

**LG.GROUP ALL STATE FESTIVAL:**  
**IOWA STATE, February 17**

**IE All STATE FESTIVAL:**  
**UNI, March 25**





## **PLAY: A REMINDER OF REHEARSAL JOY by Coach at Large Carrie Tinkham**

Early on in my directing and coaching career, my rehearsals were regimented. I walked in with the blocking completed, the sets designed, the characters exactly laid out. The actors knew exactly what I wanted from them from the get go and I modeled for them how to speak and move. As my experience accumulated and my work load increased, I no longer had time to come in with that amount of preparation, and I began to let go of that control I thought I needed, and really began to embrace the journey and joy of the rehearsal process; it's now a goal of mine each year to help my students appreciate that journey more and more, which helps alleviate the pressure of that contest performance.

Coaching speech is such a privilege: We have 6-ish weeks to work with a small group of students on a 5-35 minute piece. Along with the regular logistics of balancing other activities with rehearsals and blocking, selecting scripts and applying for royalties, we can also sit down with our students and talk about their character's motivations and objectives. We can play games to help coax students out of their shells. We incorporate warm ups and icebreakers to help those new students be part of a team. We talk about actions and emotions and consequences and relationships and all the things we love about theatre, while also giving opportunities to students that they might not otherwise have to write and rewrite, design, build and rebuild, compose and create, record and direct. We have more time to *play*; to take risks; to have fun, which is why we all do this in the first place.

For an Ensemble piece I am coaching this year, we started the season by reading the entire 2 act play to help them really get a grasp on each of their characters' arcs. I dusted off Uta Hagen's Nine questions and we used their responses to jump-start some conversations about the motivations for their characters' actions and relationships in the play. We talked about the honesty in the show and how the actors can relate to their characters and thus relate to an audience. I see them twice a week for an hour each, so this process took us 3 weeks before we even started reading the 14 minute and 35 second cutting of the script for contest, but this time well spent meant those actors were familiar enough with their characters to confidently *play* and take risks on their own in rehearsal, and support those choices with sound reasoning. This helps them tell those stories with more honesty, vulnerability, and emotional impact.

Look for joy in your rehearsals. Take time to find ways to help your students do the same. This might be spending an entire rehearsal simply talking about character, or the subject of the piece. It might mean spending a writing session focusing solely on silly radio commercials or learning new camera angles. Maybe it's a session of warm up games to help your group get comfortable with each other, or a mime rehearsal devoted to creating inanimate objects with bodies. Give yourself and your cast permission to play. Show your students the value in rehearsals, in *play*, and in response they will feel seen and an important part of a team, and their performances and work will be more authentic.



# IHSSA POLICIES

## **WEAPONS POLICY**

IT IS UP TO EACH LOCAL SCHOOL DISTRICT TO DETERMINE THEIR WEAPONS POLICY FOR PROPS AT IHSSA CONTESTS. THE IHSSA'S LEGAL COUNSEL CONFERS THAT IT WILL BE THE DUTY OF AN INDIVIDUAL SCHOOL TO WRITE THEIR PARTICULAR CONTEST SITE MANAGER IF THEY HAVE A LOOK-ALIKE WEAPON IN THEIR CONTEST SELECTION. THEN THE LOCAL CONTEST SITE WILL MAKE THE DECISION IF THEY WILL ALLOW THE LOOK-ALIKE ON STAGE OR IN THE CLASSROOM ACCORDING TO THEIR OWN DISTRICT RULES. AN EXAMPLE WOULD BE: SCHOOL B IS DOING A CHORAL READING INVOLVING THE OLD WEST. THEY WILL BE WEARING TOY PLASTIC PISTOLS FOR EACH INDIVIDUAL IN THE CHORAL READING. SCHOOL B MUST THEN WRITE THEIR LOCAL CONTEST SITE MANAGER AND ASK PERMISSION TO USE THIS LOOK-ALIKE PROP WEAPON AT THAT SITE. THE CONTEST SITE MANAGER WILL THEN INFORM SCHOOL B THAT IT WILL BE 1) ALLOWED WITH NO SPECIFICATIONS, 2) ALLOWED WITH SPECIFICATIONS, OR 3) WILL NOT BE ALLOWED. BEGINNING IN THE 1996 CONTEST SEASON, EACH DISTRICT IN THE STATE WAS ENCOURAGED TO DEVELOP THEIR OWN LOCAL WEAPONS POLICY. IF YOU HAVE QUESTIONS ON THIS PLEASE CALL THE STATE OFFICE.

## **TOBACCO/ALCOHOL POLICY**

NO REAL TOBACCO, VAPOR PRODUCTS OR ALCOHOL WILL EVER BE USED IN IHSSA CONTEST ENTRIES. THIS INCLUDES LIVE PRODUCTIONS AT CONTEST AS WELL AS SHORT FILM/TV NEWSCASTING PRODUCTIONS THAT ARE FILMED OFFSITE. LOOK ALIKE ALCOHOL, VAPOR PRODUCTS, OR TOBACCO THAT ARE NECESSARY FOR IHSSA PRODUCTIONS AT CONTEST OR IN FILMED EVENTS SHOULD BE PROVIDED BY THE PARTICIPATING SCHOOL AND SECURED BY THE IHSSA COACH. ALL SUCH "LOOK ALIKES" WILL BE FACSIMILES OR NON-FUNCTIONING PROPS. THE IHSSA COACH IS RESPONSIBLE FOR STORING THE PROP "LOOK ALIKE" IN A LOCKED ROOM OR SECURE, CONCEALED STORAGE AREA. STUDENTS WILL CHECK OUT THESE PROPS WHEN NEEDED AND WILL BE SUPERVISED AT ALL TIMES. REAL ALCOHOL, VAPOR PRODUCTS OR TOBACCO SHOULD NEVER BE USED IN AN IHSSA PRODUCTION. USE OF REAL PRODUCTS IS A VIOLATION OF STATE LAW FOR THE STUDENT(S) AND THE SCHOOL.

STUDENTS SHOULD NOT BE ASKED TO BRING A 'LOOK ALIKE' ALCOHOL, VAPOR PRODUCT, OR TOBACCO PROP TO SCHOOL OR AN IHSSA CONTEST. ALL PROPS (EMPTY CANS, BOTTLES, FAKE TOBACCO PRODUCTS, VAPOR PRODUCTS) SHOULD BE PROVIDED BY THE PARTICIPATING SCHOOL AND SECURED BY THE IHSSA COACH. THE PROP SHOULD BE WRAPPED WHENEVER IT IS MOVED FROM ONE AREA OF THE SCHOOL/CONTEST SITE TO ANOTHER. THIS MOVING SHOULD BE DONE ONLY BY THE TEACHER/COACH. STUDENTS SHOULD NEVER CARRY THESE PROPS THROUGH THE HALLS OF A SCHOOL/CONTEST SITE. IF THE LOOK ALIKE PROP IS USED IN A REHEARSAL, AT A FILMING, OR AT CONTEST ALL ADMINISTRATORS OF PARTICIPATING SCHOOLS SHOULD BE NOTIFIED OF THE USE OF THAT ITEM.

ALL CONTEST MANAGERS SHOULD BE ALERTED IF A "LOOK ALIKE" TOBACCO, VAPOR PRODUCT, OR ALCOHOL PROP IS BEING USED IN THE IHSSA CONTEST SERIES.



# WEAPONS POLICY EXAMPLE



THE FOLLOWING IS AN EXAMPLE OF A WEAPONS PROCEDURE DEVELOPED BY HOF COACH DENIS HILDRETH/HOOVER, DES MOINES DURING HIS TENURE.

NO REAL WEAPONS WILL EVER BE USED IN DRAMA/SPEECH CLASS OR ON STAGE. PLAY WEAPONS THAT ARE NECESSARY FOR DRAMA/SPEECH PROJECTS OR FOR PLAY PRODUCTION SHOULD BE PROVIDED BY THE SCHOOL AND SECURED IN THE DRAMA/SPEECH ROOM. ALL SUCH "WEAPONS" WILL BE FACSIMILIES (TOYS) OR NON-FUNCTIONING PROP WEAPONS. THE SCHOOL DRAMA/SPEECH PERSONNEL ARE RESPONSIBLE FOR STORING THE PROP WEAPONS IN A LOCKED ROOM OR SECURE, CONCEALED STORAGE AREA. STUDENTS WILL CHECK OUT THESE PROPS WHEN NEEDED AND WILL BE SUPERVISED AT ALL TIMES. DRAMA/SPEECH STUDENTS SHOULD BE EDUCATED ON THE PROPER HANDLING AND SAFETY TECHNIQUES OF ALL "WEAPONS" USE.

STUDENTS SHOULD NOT BE ASKED TO BRING A WEAPON-LIKE PROP TO SCHOOL. ALL DRAMA/SPEECH WEAPON-LIKE PROPS (A BLACK PLASTIC REVOLVER, AN ORANGE PISTOL, A RUBBER KNIFE, PLASTIC SWORDS) SHOULD BE PROVIDED BY THE SCHOOL AND SECURED IN THE DRAMA/SPEECH ROOM OR DRAMA PROP ROOM.

THE PROP SHOULD BE WRAPPED WHENEVER IT IS MOVED FROM ONE AREA OF THE SCHOOL TO ANOTHER. THIS MOVING SHOULD BE DONE ONLY BY THE TEACHER. STUDENTS SHOULD NEVER CARRY THESE PROPS THROUGH THE HALLS.

STARTER PISTOLS SHOULD BE STORED IN THE SCHOOL VAULT.

STUDENTS SHOULD NOT BE ALLOWED TO CHECK THESE OUT. STARTER PISTOLS USED IN PRODUCTIONS SHOULD BE DONE WITH THE BUILDING PRINCIPAL'S KNOWLEDGE AND STRICT SAFETY GUIDELINES.

IF A WEAPON-LIKE PROP IS USED IN A REHEARSAL AND THE SOUND CAN BE HEARD, ALL ADMINISTRATORS IN THE BUILDING SHOULD BE NOTIFIED OF THE TIME THAT THE SOUND WILL IN THE REHEARSAL/PERFORMANCE.

## IHSSA CONSTITUTION



Educate yourself with the IHSSA Constitution. Educate your students. Each year, District Officers are called into centers to disqualify an entry based on a constitutional violation that could have been avoided by simply familiarizing oneself with the IHSSA rules. Make sure you and your students know, understand, and adhere to the rules. Be make sure your IHSSA Constitution and by-laws are the most up-to-date editions. [HERE are the 2023 CHANGES LINK for LARGE GROUP EVENTS.](#)





# ADDRESS BOOK

[CLICK HERE FOR IHSSA CONTACTS.](#)  
Make a copy and then sort by your district.

Wish to be included in the **ONLINE** address book for all to view?  
**INCLUDE** your **EMAIL ADDRESS** in our **IHSSA ADDRESS BOOK.**  
**SUBMIT INFO HERE** link.

**NEED CONTEST  
MANAGER INFO?**  
[Click here for](#)  
[CM CONTACTS.](#)





## SHORT FILM, TV NEWSCASTING, RADIO BROADCASTING REMINDER

As per the IHSSA Constitution, you must provide your own media formatted presentation. The contest site will have a backup just in case something happens to your projector or computer; however, it is your responsibility to bring your own equipment. Each individual school is responsible for bringing their own AV equipment in SHORT FILM, TV NEWSCASTING, and RADIO BROADCASTING. Do not rely on the contest manager supplying this for you. Do not rely on the contest school's WIFI.



**BRING TO CONTEST:** Your own projector

Your own multiple copies of your Short Film/TV/Radio

Your own extension chords

Your own extra speakers (if you have)

Your own extra cart (if you have)

If you bring your own equipment, you will have no problems showing these events. We have had some issues with this in the past. Please bring their own equipment to show your presentations. What each site will have is a cart to set up your equipment in the hallway before each presentation. When your event is then ready to go, you wheel the cart in and your presentation will be set. There will be no setting up equipment in the room. This should help those events run more smoothly. If you are using music for short film, tv news, or radio broadcasting you must get rights from the copyright holder and get synchronization rights for that music. **DO NOT USE MUSIC WITHOUT THOSE RIGHTS!**

**\*\*NOTE on timing of the Short Film: Credits ARE a part of the time. If you show credits, yes, they do count as part of the time.**

## GROUP IMPROVISATION REMINDER

Only situations will be drawn in this area. Here is the procedure:

- \* Five minutes before scheduled time go to warm-up room (if there is a room for this). You may choose not to do this. You may stay in the performance area and watch other groups if you wish.
- \* At scheduled time, room chairperson will come to room to get group and bring them into performance room or call group at the performance center.
- \* At this time the group will draw three different situations. After the third situation is drawn, the group will have up to two minutes to discuss which one they will perform and plan.
- \* When two minutes have elapsed the chairperson will ask for the situation that the group will perform. The group will be given a very short time just to set up the room and then the situation will be announced and the performance begins.

**NOTICE:** The two minute time allotment does not begin until all three situations have been drawn. The group will then begin their planning of their performance and which situation they will perform. The group is to draw the situations one after another and not discuss them until the two minute timing



# CALLBOARD

December 1/2: Johnston Dragon Speech/Debate Tournament

December 2/3: THE TRIAL OF THE WICKED WITCH, Belle-Plaine

January 3: IHSSA District Large Group Registrations DUE online

January 4: IHSSA District Large Group Special Requests

DUE to Stacy (Request only take by phone directly.

Do not leave a phone message. Talk directly to Stacy.)

January 5/6: IHSSA State Debate at DMACC

January 20: IHSSA Large Group District Contest

January 22: IHSSA State Large Group Registrations DUE online

January 24: IHSSA State Large Group Special Requests

DUE to Stacy (Request only take by phone directly.

Do not leave a phone message. Talk directly to Stacy.)

February 3: IHSSA State Large Group Contest

February 6: IHSSA Large Group All-State Festival Registrations DUE

February 17: IHSSA Large Group All-State Festival

Want YOUR EVENTS published?

SUBMIT YOUR SPEECH/THEATRE/DEBATE DATES

for our IHSSA Callboard at this LINK:

[IHSSA CALLBOARD DATES \(CLICK LINK\)](#)



IHSSA | YOU



# DECEMBER/JANUARY SUGGESTED COACH CALENDAR

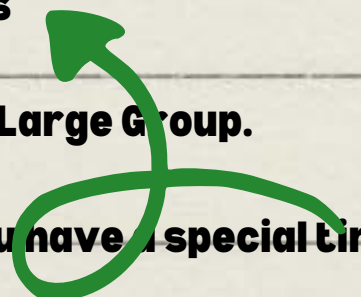
## I. DECEMBER

- A. Secure performance permissions.
- B. Hold Large Group auditions or sign-up.
- C. Hold IE auditions or sign-up.
- D. Establish Large Group rehearsal schedule.
- E. Contact LG contest manager via e-mail.
- F. Fill out Large Group/Debate entry forms (on-line) send by deadline. For Debate use web site listed on the IHSSA home page. Use password.
- G. Remember: SEND a copy of on-line registration form to District host.
- H. Send Registration FORM and PAYMENT \$\$\$ to IHSSA State Office.
- G. Decide on set pieces, costumes, etc.
- H. Check your constitution! CHECK the RULES!
- I. Encourage IE students to look for selections.
- J. Rehearse, rehearse, rehearse.
- K. Make transportation arrangements.
- L. Fill out and send in State Debate Forms.
- M. Contact Judges for State Debate Tournament.
- N. Secure Transportation/Health forms from students.



## II. JANUARY (District Large Group / State Debate)

- A. Check on transportation for district contest/State Debate.
- B. Rehearse, rehearse, rehearse.
- C. Check travel permission and health form documents for State Debate /District.
- D. Call State office by deadline if you have a special time request for Districts.
- E. Go to State Debate Tournament. Bring judges bond!
- F. Attend DISTRICT contest. BRING your COMMENT sheets
- G. Read critiques. Complete Judge Evaluations online.
- H. Encourage students and keep rehearsing for STATE Large Group.
- I. Work on IE entries.
- K. Send in STATE fees . Call State office by deadline if you have a special time request.
- L. Send a thank you note to DISTRICT contest manager.





**QUITE**



**AWE  
SOME**



**VIDEO**



**GUIDES**



Thank you IHSSA THINK TANK TEAM for your work on the IHSSA SUPPORT VIDEOS.



# CONTEST NOTES



## JUDGING DIRECTIVE FROM THE EXECUTIVE COMMITTEE

Members of every district will be part of a program that provides the name of a judge for the State IE contest. Every school in the IHSSA that qualifies 5 or more entries for the IHSSA State IE contest on March 9, 2024 must provide the name of a certified judge on behalf of their school for that state contest site. This program will only be put into effect if the state contest managers in any district have trouble locating judges for that state contest. Then said judge from each school will be called upon to judge at the state contest. This is a constitutional item. Therefore, to participate in the IHSSA contest series all schools must follow this directive. This requirement is also in effect for the SW district in LG State contest. More information on this can be obtained by calling the State Office at 515-288-9741.

## CONSTITUTION AND BY-LAWS

This is a rule change year. All updated rule changes from last year are posted on the web site. The full [Constitution](#) is available online. Be make sure your constitution and by-laws are the most up-to-date editions. [NEW RULES CHANGES LINK](#)

### MEMBERSHIP DUES PAID?

Have you paid your 23-24 Membership Dues? Membership forms were sent from IHSSA Office mid August. These are due NOVEMBER 15, 2023. After this date, a \$15 penalty is assessed. Membership closes December 1. Let us work to have EVERY school in the state represented as a member of the IHSSA! If we can help encourage a school near you, please contact the State Office.



### USERNAMES

The usernames/passwords for on-line forms are the same as last year. If you need a refresh, call the State Office. Keep it handy; you'll be using it several times.

### ACT/SAT Conflicts

There ARE conflicts with SAT testing. ACT tests are Feb.10 and April 13. SAT testing is on March 9, the same day as STATE IE. NO SPECIAL REQUESTS will be accepted for ACT/SAT TESTING.

## MENTORING PROGRAM

1st year Coach?  
NEED extra Support?  
Please call IHSSA OFFICE!  
WE GOT YOU!



## NEW COACHES

Make sure your membership dues are paid. If you need a form, Please contact office.

## REMINDER

When making payments please put on the check what event that check is for. This will assist us AND it will help YOUR bookkeeper and their work.