**Fall Conference Minutes**

**Exec Council Meeting 9/10 (6:15)**

Meeting called to order at 6:32 pm by President Tim Peerbolte

 - Tim scared the waitress when he banged his gavel to call the meeting to order

 - Terri Valentine and Jennifer Akers commented on the past minutes including the statement that Tim says um too much

Callie Ham moved to approve the minute and Terri Valentine seconded

 - the minutes passed without problems

**Officer Reports**

**President** – Tim Peerbolte

 - year is going well so far

 - the AAA issue has been resolved and we are clear about the rules going forward

 + we were lucky we didn’t get a retroactive penalty

- Superintendents conference went well; Tim and Melinda attended the long day and Shelly attended the short day

 - Akers interjected that it is good for us to get our name out there

 - Tim Peerbolte is NOT afraid to make a fool of himself

**Vice President** – Alaquinez

 + The conference is now upon us. There are a few things that I would like to address. The first being the fact that people wait two days before conference to register including members of the executive Council. I would like to propose a late fee for people to register past a certain deadline. The reasons I have for this are because the conference center must have a number at least a week before the event so they may purchase food and be prepared for the appropriate staff and a food items. Some conference centers require this Number be submitted to them more thank two weeks before the actual event. We have to pay extra money for any numbers that we go over that I have already submitted. So I think this should be something we look into doing and keeping up every year for registration.

I appreciate everyone that helped in the planning of this conference, from answering questions, bringing a projector or any of the things they did to help me.

I am ready to have this conference behind me. And am moving onto the next thing I must organize.

Sent from my iPhone

 - John Gale interjected and said that the Early Bird registration is a good idea

- Hannah Sawyer stated there needs to be a penalty for late registration. She also stated that we used to have a late registration fee

- Alaquinez stated that we might want to look into charging to set up tables; Sawyer added that if you present we will waive your table fee. Peerbolte/Tucker stated that if they bring judges at TOC then we could also waive the fee

 - Alaquinez stated that she is trying to get more college participation in ACTAA

- John Gale moved that a table fee be established for anyone setting up a table, minimum of $25. He also stated that the Exec Council could have the ability to waive the fee if they send judges to the TOC or present at Fall Conference

- Alaquinez moved that we have registration fees as follows: Early Bird one fee, Past Deadline $30 increase on the Early Bird, and Week Before $60 increase on the Early Bird. Day registrations will increase at a rate of $15. The $15 increase will apply to the college level. [Motion carried unanimously]

- Sawyer stated that we should cut off registration the Monday of the conference or the Friday before

 - Tucker stated that we should make a waiting list and if someone

- Akers stated that we should charge the college members a $5 membership fee to help offset the costs of conference (copying, etc.).

+ Peerbolte stated that if we have them pay we run the possibility of losing them as judges during the year

+ It was agreed to that we charge them meal cost plus $10 for university students to attend Fall Conference. [Melinda Beith’s idea; it was moved by Akers and seconded by Valentine. It passed without fail!]

- Alaquinez stated that we need to make the brochures paper friendly. We could have a QR code that could be a link to the brochure. We would print 10-15 copies for people who aren’t tech savvy.

+ The booklet should include long descriptions of events, where the conference is the following year, bios for people running for office, letters, and introduction

+ Ham interjected that it is SO costly to keep them. Akers stated that most people don’t keep them.

**1st VP Elect** – Beith

- she thanked the Exec Council for the beautiful flowers that were sent to her over the summer

- contracts didn’t get signed in July; they are signed now. She has met with the hotel in Eureka Springs; the rooms will be a little more because we will be in downtown Eureka Springs.

- if we sell $60 rooms then we will have the conference rooms for free. If we get all 60 rooms then we will have the hotel to ourselves

- Theme will be centered around Storytelling. Valentine stated that the storytelling idea would be a great idea to increase the attendance at Fall Conference; this may be a way for us to get people that we have never had

- Alaquinez suggested that if we offer to pay for one night’s stay if you register early; names would go into a drawing and the winner would get their room paid for

- Beith suggested that we could have ziplining as PD (teambuilding)

**Executive Director** – Ham

 + Executive Director Report for Fall Conference 2015

1. We have 28 mew members this year. We also have 68 registered attenders this weekend.

2. I still plan on leaving, but will continue as executive director until we find a replacement.

3. This summer has been hectic, but I did get name tag ribbons re-ordered and letters sent to administration from summer conference. We should have enough ribbons to last for a while, but will leave the order information in my materials that I pass on to my predecessor.

4. Whoever takes this position needs to have knowledge of ACTAA, experience on executive council or chairing a committee, and be more organized than I am.

 - we have 28 new members; not many came to conference

 - Callie is still leaving at the end of the year; summer has been hectic

 SUPER SAD FACE ☹

 - ribbons were bought and we have enough that should last us a while

- next person needs to have a strong knowledge of ACTAA’s history, experience leading a committee (preferably a big one), they must be organized

- Akers stated that we have some names that is being thrown around; we will have a decision made on her replacement by December

- Callie stated that there will need to be an understanding that this is a VERY tough job

**Treasurer** – Akers

 - report is back in the other room

 - we have a little over $2,000 in the general fund; the CD is a little over $6,000

- we have done a lot of Publicity and Promotions stuff in the last two years; we have updated some things in that same time span

- She would like to look at charging something for summer conference; we offer PD and two meals at conference. It doesn’t need to be a big charge but we need to cover the cost; the two meals totaled $1,600. ACTAA usually pays for meals, snacks, and nametags

- we have a lot of members who have not renewed their membership or have let it lapse

 +Tim will send an email to members who need to renew their membership

- Callie suggested that we charge $15 per day or $25 for the whole Summer Conference

- Akers moved that we charge $15 per day and $25 for the whole Summer Conference. Valentine seconded. [passed unanimously]

- For the record the ACTAA General Fund is at Regions Bank

**Recording Secretary** – Gilbert

 - nothing really to report.

 - Please keep my poor little fingers in mind when you talk

**College Rep** – Gale

 - Colleges will have a meeting tomorrow (9/12)

 - they will discuss how they can get a larger college participation.

 - We have more colleges attending this year and that is partially due to Alaquinez

- Many of our presenters are from colleges; Gale stated that we need to thank them and inquire about their program in order to increase morale with them

- Alaquinez interjected that we need to have colleges facilitate PD because that will be a draw for them

**High School Rep** – Valentine

 - High schools are still the high schools

 - Pris Benson screamed at Valentine over Robert’s Rules of Order

**Lifetime Member Rep** – Conley Hall

**Webmaster** – Sawyer

**PD Coordinator** – Tucker

 - she thanked the body for the flowers when her family went through trying times

 - Good job to Tim and Jennifer on their PD

 - Alaquinez is too efficient with reporting PD to Tucker and almost made her feel bad

 - she is thankful that she isn’t driving the PD

- Tim interrupted and stated that the person-in-charge of the conference needs to tell Tucker what PD they want so that she can code it

- Tucker would like to continue using Google Docs because it makes her life SO much easier

- Tucker will drop a signature on the template so that forgetting to sign the sheets will not happen in the future

- Tucker stated that we are not getting feedback from the surveys like we need to

- Akers reminded the body that we tied it to the TESS evaluation method; Akers stated that we need more PD tied to the TESS model that is tailored to the needs of the body

- Valentine stated that Christy Ratliff might be a good resource from the NLR School District

**Archivist** – Cooke

- she is stepping down because she feels that someone more active in the association take her job

 - this person needs to be web savvy and someone who will stick around

 - we will ponder this issue until a later date

 - Archivist is appointed by the Exec Council (no other stipulations)

**Journal Editor** –

 - this position is still open

- Callie suggested that Robin Miller take this job on; he brings students to the conference and is helping the association

 - John Gale will speak with him about the possibility when he sees him

**Immediate Past President** – Strickland

 - she is proud of the progress that we are making as an association

 - To Tim personally, she is glad that his presidency is going well

- 2011 was a hard year for Strickland, she had family issues going on and the ACTAA family helped raise her spirits. She won the election for 1st VP Elect and was ecstatic

- her presidency was hectic with mass emails sent to the body and the AAA confusion at the back end of the year

- she is glad that she is in her final year on the Exec Council; keep up the great work!

President Peerbolte recessed the meeting until 10:00 am tomorrow

**Committee Reports to Exec Council**

President Peerbolte called the meeting to order at 10:22 am

**Audit** – Gilbert

- Akers was audited at 3:16 pm on July 12, 2015.

- Added a new member to the committee, A.J. Spiridigliozzi (Spur-duh-lozzi)

- Casey Griffith will head the committee next year

**Ethical Practices** – Treadway

**Scholarship** – Akers

 - Akers took over for Liz Davis

 - winners for 2015 have had their checks sent to their colleges

 - guidelines for the scholarships have been updated with the 2016 dates

 - they have been sent to Hannah to be put on the website

 - monthly reminders will start next month

**TOC** – Alaquinez/Peerbolte

 - Rosie will be facilitating the rule changes discussion today

 - host school will be Parkview

- will know more when we vote on the rule changes; Alaquinez anticipates the rule changes will go through without a hitch

- we need to start sending out notices/save-the-dates so that college students are aware

- one of the anticipated rule changes involves the judging criteria

**Student Congress** – Valdez/Armbrust (Gilbert in their stead)

 - StuCo will be November 8-10 this year at the Crowne Plaza and State Capitol

- there is one rule change and that is computers are allowed in chambers ONLY if the internet is turned off

 - any research that is done MUST be made before the child walks into chamber

 - pages will help monitor

**Demo Day** – Carney/Qualls

 - Demo Day is next weekend (9/19) is at Russellville

 - we may need some more student presenters

 - spots that aren’t filled WILL be filled

 - Demo Day is in need of more committee members

 - we need new blood on the committee; must make sure we don’t burn these people out

 - Bauxite is bringing over 70 students; Harding will be bringing a LOT of college kids

 - Russellville is willing to host again next year

- Alaquinez interjected that we might want to host it at a college next year to help with collegiate recruitment

**Publicity and Promotions** – Higdem

 - been rolling on getting Publicity things out

 - committee met last year

 - Exec Council needs to discuss how to handle the button situation

- if a school wants to order buttons the coach will contact them and Hannah will set up a registration, Akers will generate an invoice, and the school will be responsible for the logistical aspect of selling the buttons

- the idea of a TOC design and StuCo design have been tossed around

- if the school cannot sell their buttons they are still responsible for paying ACTAA back for the entirety of their button bill

- Brandon needs more (active) committee member

- people on the committee like Patrick Laxson need a push so that they can work more as a team

- Alaquinez stated that some people do not take their committee responsibilities serious enough; as a body we need to be more vigilant in enforcing committee rules

- Conley Hall added that the lack of face-to-face time has hindered the effectiveness of some committees

**Recruitment/Mentoring** – Taylor

 -things are going well with Mentoring and Recruiting

 - the committee is getting 11 bags ready for new members

 - the committee is in the process of getting mentors for each of the new members

 - we are still short 20-25 mentors

- Lifetime Members are willing to assist with the logistical aspect of coaching/teaching our subject matter

- it has been difficult getting a response from the new members because they are so overwhelmed; we need to find a better way to get their attention

- Shelle took over Mandy Taylor’s coop area and that has freed up Taylor to be more effective at her job

**Professional Standards** – Reiff

- the committee met yesterday and have been having discussions throughout the committee as well

 - Reiff has talked with the ADE on embedded courses and finding out what is going on

 - 3 school districts have resolved their waivers

 - See attached committee report at the back of the minutes

- After a Ham question Reiff suggested that we present to the Administrator’s Association research indicating how important communication skills are to businesses and employer

**Thespians** – Moss (Tucker in her stead)

 - Festival will be in Russellville February 11-13

 - Moss will be contacting colleges about judging at the festival

**Mock Trial** – McMullen

 - First weekend of March 4-5

 -

**Debate Topic Selection** – Gilbert

- Rosie/Colton are authoring a paper on race relations to be presented at the next conference

- Our first vote to NFHS is due by October 16. The topics to be voted on are:

*Resolved: The United States federal government should substantially increase its economic and/or diplomatic engagement with the People’s Republic of China.*

*Resolved: The United States federal government should ratify or accede to one or more of the following: Convention on the Rights of the Child, Law of the Sea Treaty, Comprehensive Nuclear Test Ban Treaty, Anti-Personnel Mine Ban Convention, Optional Protocol to the Convention against Torture.*

*Resolved: The United States federal government should substantially increase its economic engagement with the Republic of India.*

*Resolved: The United States federal government should substantially strengthen its export controls on dual-use technology toward one or more of the following: China, Israel, Russia, Taiwan.*

*Resolved: The United States federal government should substantially increase its economic engagement with the Association of Southeast Asian Nations.*

- if you would like to give me your vote during conference that will make my job so much easier

- email will be sent to the general body asking for votes

**Nominations** – Griffith

 - Griffith is guarding the box

 - voting is live

 - online voting has been tallied so that people cannot vote twice

**Tournament Advisory Committee** – Valdez

 - no report here

 - handbook for tabbing will come out tomorrow pending a vote by the body

President Peerbolte adjourned the body for lunch at 11:13 a.m.

President Peerbolte called the body to order at 11:57 a.m.

**Old Business**

1. Journal Editor Position

- John Gale has agreed to speak with Robin Miller about the possibility of accepting this position

 - Tucker stated that this is a great opportunity for students to get published

2. AAA

- it is important that we report the things we learned over the summer with the rest of the general body

3. Build a Committee for Theatre specific offerings

- this would serve to assist those theatre teachers who do not teach Oral Communication or competitive acting/debate

- Tucker stated that if we partner together with Thespians would make both organizations stronger

 - Ham suggested we have a 24-hour festival or a workshop that would serve a need Thespians isn’t meeting

**New Business**

1. New Executive Director search

 - Shelle was not interested

 - if Martene Mourning doesn’t win the election then it might be a good job for her

2. New Archivist

 - this maybe something Shelle might be good at

 - she is always enthusiastic about her duties and would be a great fit

3. NFHS Conference

- we will not be able to send anyone this year but this might be something to look at for next year

 - there may be monetary restrictions that prevent us from going every year

- Demo Day funds may or may not be able to pay for both Debate Topic Selection and the NFHS Conference for Speech and Theatre

 - Conley Hall interjected that we might have to have a AAA representative

- it was stated that if we attach this job to one of the Presidency’s to incentivize running for office

4. Committee Restructuring

 - past policy has been to randomly put people on committees just to fill spots

- Conley Hall interjected that in the past past people were assigned to committees and they took the position more serious

- we need to make it more clear that if you accept a position then you need to be willing to work that position

- Conley stated that committees need to go and recruit members on their own

- part of the problem is that the committee chairs are not reaching out to their members

- Sawyer stated sometimes that new people are intimidated by the committee structure

- this is something that could be discussed at the new member breakfast

- Ham stated that we could have committee chairs do a leadership training at Summer Conference on maybe the Sunday of Summer Conference

President Peerbolte delivered the bad news that we were finished conducting business before 12:30. President Peerbolte adjourned the meeting at 12:25

**High School Meeting 9/11**

Terri Valentine called the meeting to order at 3:18 p.m.

**Poetry Out Loud** – Cynthia Haas

 - this is her 6th year coming and talking to us

**Recruitment and Mentoring** – Mandy Taylor

 - we have 36 new members

 - more than half have been paired with their mentor

 - new mentors need to be at the New Member Breakfast in the morning

 - running pretty strongly right now

**Calendar** – Dana McCutcheon (Hannah Sawyer filled in)

 - Dana has a notebook that she will take down dates from people

 - we are using one Google calendar for everything (tournaments and performances)

 - this can be found on the website

**NSDA** – Rosie (District Chair)

- AR got recognized with an NSDA District Retention award; not only have we grown but we have graduated to a “legitimate district”

- we have not scheduled the District Tournament; we had an initial date but there were too many scheduling conflicts

- we had a great time at nationals in Dallas, TX

- the state fielded 43 students at nationals from a multitude of schools

- info session for NSDA is tomorrow (check the schedule)

- NSDA gives students recognition that nothing else can compare to: graduation cords, certificates, seals, pins, etc.

- NSDA is the LARGEST academic association in the nation

**Thespians** – Melinda Beith

- One Act Competition is January 29-30 @ Searcy HS; this conflicts with Cabot but the logistics have been worked out

 - Festival is February 11-13 at Russellville High School

**Mock Trial** – Tim Peerbolte

 - March 3-4; this conflicts with Poetry Out Loud

 - Anthony McMullen is very accessible and easy to talk to

 - held at the State Courthouse

**NFHS** – Colton Gilbert

- Rosie went to the conference in my place last year because I attended a friend’s wedding

 - Rosie/Colton will co-author a paper on race relations

- NFHS doesn’t send out topic areas/questions for September so Colton will take suggestions on what should be

- Topic areas/questions will be emailed out by the end of the conference

**Demo Day** – Janetta Carney

 - Demo Day is 9/19

 - Janetta needs the name of your school and number of students who are coming

 - this is for students/judges who are new to debate

 - winners from TOC will perform their pieces

**Student Congress** – Rosie Valdez

 - held Nov 8-10 in Little Rock at the Crowne Plaza and State Capitol

 - the committee is allowing the use of computers in chambers

 - students may NOT use internet access in the round

- hotel block closes on October 18th; we have to have at least 50 rooms to help absorb the cost the association must pay

**TOC** – Jennifer Alaquinez

 - TOC will be at Parkview this year

 - there will be a save the date sent out for judges so that they can lock in the dates

- Rosie presented a wonderful document that will be voted on today in the General Body meeting

 - Rosie Valdez will be the chair next year

 - if you have questions about TOC email Jennifer Alaquinez

**TAC** – Rosie Valdez

- if you have concerns on what does/doesn’t happen at tournaments then you bring them to the committee

 - if you run a tourney you are automatically on this committee

 - we need to make sure we approach each others like professionals

**Professional Development** – Dawn Tucker

 - she isn’t here but she is working on PD at the moment

**Professional Standards** – Jacki Reiff

 - looked at 3 issues the last two years

 - embedded classes are plateauing and maybe tapering off

- we have a lot of people coming to our profession who have APLC licensure but this means that we aren’t graduating enough people in the Oral Comm area out of college

- we need to take more time to promote Communication in our classes more so that more of our students will want to come into this profession

**New Business** –

Before we began new business Terri Valentine acknowledged the new members and made them stand to introduce themselves

1. **AAA** – Callie Ham

- Annette Savage discussed during the summer meetings that we needed to realign the way we do tournaments because junior high students were competing against high school students

- you may graduate a 9th grade team to a high school team at any point in the year

- tournaments will be allowing junior high school students to compete against each other in the same building but NOT against the high school students

- when you graduate a student you need a letter from the principal’s in both building agreeing that it is ok (keep these on file!)

- when a student is graduated up they must have a coach that is affiliated with the high school and NOT the junior high school

2. **New Theatre Committee** – Tim Peerbolte

 - ACTAA is lacking when it comes to supporting Theatre teachers

- a committee is being put together that will help serve the needs of teachers who do not teach competitive events

 - if this interests you please see President Peerbolte

3. **TOC document** – Rosie Valdez

 - The new document including the changes can be found at the bottom of the minutes

- changes made to the document can be found highlighted in green

- Joel Brown moved that we take this document to the General Meeting to vote on; Brandon Higdem seconded the motion

- tournaments hosting a junior high portion must follow the NSDA rules with respect to junior high/middle school competition

Joel Brown stood up and stated that Monticello is hosting a tournament September 25-26 - they are also doing a karaoke tournament inside the tournament

Shelle House announced that voting for 1st VP elect will close during the meeting tomorrow

Tournaments hosting a junior high tourney will be Bentonville, Cabot, Fayetteville, and Central

Mills will be hosting a debate-only tournament on the Saturday of Halloween

Dardanelle is having their first tournament in January (either the first or second weekend); they are offering free slots in events to come compete (only for new teams/programs)

Tournaments offering Congressional Debate are: Bentonville, Fayetteville, Cabot, Dardanelle, Central

Ta’Neisha Marshall stated that students of special education would like to start competing

- the body needs to start entertaining how we can modify our events to be more conducive to them

- Callie Ham stated that we need to entertain PD on how we can modify our rules to accommodate students with special needs

- multiple people interjected their experiences with students with special needs

Bentonville will be offering new NSDA events that each school may make ONE entry into; the tournament will be held on October 2-3

Terri Valentine adjourned the meeting at 4:18 p.m.

**General Business Meeting 9/12**

President Peerbolte called the meeting to order at 9:10 a.m.

Secretary Gilbert presented the minutes to the body; it was moved and seconded that the minutes be accepted. It carried without fail

**President** – Tim Peerbolte

 - excited about this year

 - Exec Council is working diligently

 - Tim will make sure everyone’s voice is heard

**Vice President** – Alaquinez

 - conference is almost over; it has been successful

 - her mom, as speaker last night, was a riot and a huge hit

 - Jennifer tried to offer plenty of PD

 - come to the make up workshop to see Colton get his face painted!

 - will be top dog President next year

**2nd VP – McCutcheon**

 - the state of ACTAA is great

**1st VP Elect** – Beith

 - our journey of adventure will be in Eureka Springs next year

 - still in the planning stages

- we should think about trying things we have never tried; we need to take risks like we tell our students to

**Executive Director** – Ham

 - glad we are at quorum

- we have a couple Constitutional revisions that are up for vote; selecting new members for StuCo, TOC, and Constitutional Revision Committee

 - 3 positions at term; Exec Director, Treasurer, and Secretary

 - Callie will not be able to fulfill her role going forward

 SUPER DUPER SAD FACE ☹

- Callie shared a VERY emotional moment with the body; its clear that she will miss the organization and she will be sorely missed

**Treasurer** – Akers

 - got audited over the summer; everything went well

 - the big thing is that we need to pay our conference and membership dues

 - let us be vigilant in responding to emails and paying our debts to the association

 - CD balance is a little over $6K; our banking balance is a little over $2k

- reasons we are low are because we paid website fees for 4 years in advance for a cheaper rate. We also spent a lot of money with Publicity and Promotions on updating signs

- proceeds from tumblers and buttons go to the scholarship fund

- Mary Richardson inquired about PayPal; Akers had to keep herself from dropping bad words in front of the college kids. We got rid of PayPal because it was causing more problems than we need

**Recording Secretary** – Gilbert

 - nothing really to report.

 - Please keep my poor little fingers in mind when you talk

- going forward I ask that any and all reports be sent to me electronically at colton.gilbert@lrsd.org so that the minutes can be a direct reflection of our business

**College Rep** – Gale

 - college crew met yesterday 9/11

 - they discussed PD they could do for the organization

 - they are trying to recruit and get more people involved

 - this year we have 13 people from universities and colleges

- they are looking for someone to go to the National Communication and Advisory Council

 - they are agoing to push for Community College involvement

 - we are trying to revive the Communication Journal

**High School Rep** – Valentine

 - they did a great job of being a high school

 - we had a good meeting and passed things to be voted on in new business

**Lifetime Member Rep** – Conley Hall

 - 5 here this year

- focused on coing up with a network of names and areas of expertise so that they can be resources for those still in the “trenches”

- Conley stated that some old competitors turned into squirts who judged and now are teaching/coaching on the circuit

- Conley also stressed that new members and inactive members need to be more involved when it comes to working in committees

- Conley is impressed with the work of the Exec Council

**Webmaster** – Sawyer

- she announced that new members need to check the Facebook page and Twitter account

- if you have presented a Lesson Plan or ideas please send those to Hannah Sawyer so that she can post those to the website

- Tournament Directors need to send their invites to her ASAP

- the website has the ability to process credit cards; hopefully the website managers will open that up for us

**PD Coordinator** – Tucker

 - continue to work with ADE to make sure we are certified

 - thanked Tim and Jennifer for coordinating PD

 - she will have PD forms in case you missed them after the meeting

**Immediate Past President** – Strickland

 - she quoted her mom, “Keep living”

 - she is proud of the job Tim and Jennifer are doing in their leadership roles

**Committee Reports**

**Audit** – Gilbert

- Akers was audited at 3:16 pm on July 12, 2015.

- Added a new member to the committee, A.J. Spiridigliozzi (Spur-duh-lozzi)

**Ethical Practices** – Treadway

**Scholarship** – Akers

 - Akers took over from Liz Davis

 - checks have been sent to the colleges from last years winners

- we will have save-the-dates for students, college students, and teachers who want to apply

 - only ONE nomination can come from each school

 - starting October she will be sending monthly reminders about the scholarship

 - website has been updated

**TOC** – Alaquinez/Peerbolte

 - TOC is April 1-2 at Parkview

 - excited to be going back to the campus

 - we will be sending out a save-the-date to the judges

 - the judges make the tournament run smoothly

 - Rosie is going to make the tournament efficient but she needs judges

 - we will vote on the document today

**Student Congress** – Valdez/Armbrust

 - Nov 8-10 at the Crowne

- booking for hotel closes October 18th; we need at least 50 rooms to make the cost low for ACTAA

- bill submissions and applications are due October 2nd

- computers are allowed in chambers WITHOUT internet access

**Demo Day** – Carney/Qualls

 - Demo Day is 9/19 at Russellville High School

 - you have to register online

 - you will get to see teacher facilitators and student performers

 - all of the finalists from ATOC 15 will be presenting

**Publicity and Promotions** – Higdem

 - we are working ferverishly getting lined up for next year’s fall conference

 + theme is “Adventure Begins Here”

 - Tournament Directors see Brandon so that you can have buttons made

 + charge $1 per button

- the money raised goes to the scholarship fund; tumblers will be on sale throughout the year

**Recruitment/Mentoring** – Taylor

 - very grateful to current committee members

 - 39 new members; 16 of which are present at conference

 + they were present at the new member breakfast

 - we need to roll new members on to this committee

 - database is an ongoing project that is always being updated

**Professional Standards** – Reiff

 - thanked those who contacted legislators

 - 3 schools dissolved the embedded course; only 1 school applied for a waiver

 - Dr. Williams from ADE told us that 22 are teaching on an APLC

 - promote the field of Communication more

 - less than 2% of waivers in our field of study

 - blanket position letter was sent out in January

- EOC idea was shot down because they are trying to limit testing with Aspire and ACT testing being

- the committee wants to reduce alternative licensures

- will contact ADE and legislators twice a year

**Thespians** – Moss (Tucker in her stead)

 - just got here last night because of Delta Airlines

 - Arkansas Educational Theatre Association controls the Thespians activities

 - Thespians is for students AETA is for teachers

 - last year’s festival was at Russellville High School

 - almost $1M was given out in scholarships last year

 - One Act prelim at Searcy January 29-30

 - Festival will be at Russellville February 11-13

- PD for costuming will be in Jonesboro August 2-3; regular summer PD will be August 4-6

**Mock Trial** – McMullen

 - first weekend in March

**Debate Topic Selection** – Gilbert

 - Rosie went in my place

- I will be emailing out the ballot for Policy Debate topic voting when I send out the Extemp Topic Areas

- Tournaments using the September topics include Monticello and Bentonville

 - I have been working on topics for September; hit me up if you want to add your input

**Nominations** – Shelle House

 - we must nominate the next committee; write down three names

 - can’t be Flowes, Valentine, Griffith, House, Armbrust, or an Exec Council member

 - this is last call for voting

**Tournament Advisory Committee** – Valdez

- we are taking any questions/concerns about implementation of tournament or how to get one started

 - if you have an issue PLEASE see this committee

 - Tournament Directors are automatically members of the committee

 - looking to expand the committee by providing tournament support as well

**Old Business**

**1. Journal Editor** – John Gale

 - in the college meeting this came up

 - we want to bring the journal back; we have asked this question over and over again

 - what do we want the journal to do; many members have not seen the journal

 - Journal of Communication Studies

 - we are pushing to make this an online journal to save money and give flexibility

 - Dr. Miller has a great idea of making it an application journal

- instead of an abstract we would have an application section that speaks to how the information in the essays can be applied

- have begun discussing this on an online discussion group

**2. AAA** – Peerbolte/Sawyer

 - this past summer Hannah met with Annette Savage

 - she is aware of what we do and now our rules are aligned with the spirit of AAA

 - we had been breaking rules in the past but that is past us, ironically

 - junior high students will not be competing against high school students

 - “Hannah is our standing AAA expert” spoken by Peerbolte

**New Business**

**1. Exec Director and Archivist search** – Peerbolte

 - Akers just took out Mary’s purse

 - Akers is head of the search committee

 - if you have a name you want to throw in the race get it to Akers

 - Peerbolte has not heard the song “Sarah Cooke is not a digital person”

 - lots of our Archive stuff is in UCA

- there is someone at UCA who curates the material; we might have a permanent closet at UCA so it doesn’t have to travel

**2. NFHS Conference** – Peerbolte

 - for Speech, Theatre, and Debate

 - we need to send a representative

- we are establishing a committee to decide how we send people; send the 1st VP or create a position that would go

**Constitutional Revision Vote**

 - Callie sent out the update; at least 30 days ago

 - there was verbage changes and TOC changes

 - creating a Constitutional Revision Committee

 - Eric Gamble moved we vote and Austin seconded; there was no discussion

 - motion carried unanimously

**TOC Rules/Guidelines**

 - document has been floating around this weekend

 - Eric Gamble moved that we accept these and Dawn Tucker seconded; no discussion

 - motion carried unanimously

 - Tim still sucks!

**Committee to help Theatre teachers**

 - to find options so that ACTAA can assist these teachers

 - not trying to compete with Thespians

- if you are interested in serving the committee see Tim and make sure he puts your name in his phone because his memory is shot

**New 1st VP and Nominations committee**

 - Committee with be Eric Gamble (Chair), Micah Qualls, and Joel Brown

 - Tim interrupted the announcement of the new 1st VP Elect Elect

 - and the winner is……….. Rosie Valdez (1st VP Elect-Elect)

**Announcements**

 - if you are not on Facebook, Jennifer Akers,

 - everyone needs to vote for Barrett Baber for the Voice #TeamBaber

- the NSDA Committee is deciding on a date for districts; looking at Febraury 5-6 at a host school to determined (Committee is Valdez, Akers, Flowers, and Armbrust)

President Peerbolte adjourned the meeting at 10:24 a.m.

**Exec Council Meeting post conference 9/12**

President Peerbolte called the meeting to order at 2:34 p.m.

Peerbolte celebrated Alaquinez for a job well done on the conference

Peerbolte also congratulated Rosie for winning 1st VP Elect Elect

Alaquinez stated that the main problem was numbers and late registration but this has been addressed

Peerbolte stated that we should start having Exec Council meetings during the last PD session going forward

Akers talked to Martene Campbell and she is ready to work as Executive Director

 - Tucker moved that we accept Martene and Valentine seconded it

- John Gale asserted that she is coming in blind and that we need to be sure we aren’t rushing it

 - Akers stated that she is organized and very diplomatic

- Callie added that she has a great relationship with Mary and can lean on her if she needs support and/or guidance

- motion carried and she was voted in as the new Executive Director

Terri Valentine stated that we might need to reposition where we will honor the Teacher of the Year

- Callie’s parents and children waited well over two hours before they got to see her win her award

- TOY choice is told to the Executive Director and they tell the treasurer to order the plaque. Protocol was broken this year because the Executive Director was the recipient of the award

- Guidelines will be given to the Nominations Committee for them to make justified decisions in picking award recipients

John Gale stated that we need a mission for the Journal of Communication Studies

 - a journal of application

- instead of abstract we would have a snippet that would speak to how the information can be applied in the classroom or in real-life scenarios

- Lynn Mead is interested in being the editor

John Gale asked the body if we would like to send someone to the NCA conference

- if someone from the association that is going then we could ask them to represent us at the conference

Collegiate professors are willing and ready to facilitate PD for the association

Hannah Sawyer stated a few things:

1. Newly approved documents need to be given to her so that she can upload them to the website

2. Some members of the body are unsure what Summer Workshops are and the purpose of them

Dana McCutcheon stated that acting and tech theater PDs are always at the same time and it’s difficult on teachers who need both sessions

- Peerbolte added that during the Collaboration Series would be a good way that people could get information from PDs they missed

We talked last time about doing an online forum in the winter

- at some time in December Tim will email out when is a good time for everyone to meet online so that people who have long drives can not be inconvenienced

- After Dana McCutcheon checked the Constitution it was found that we must meet in January and the date must be decided before we leave

- We agreed to January 3rd at 1 o’clock (online, email forum)

- Google Hangout was decided upon as the least painless option

 + Hannah Sawyer will send out a link to a tutorial

Akers stated that if we want an electronical Archival system we should let the EAST program at an ACTAA school digitize our collection of materials

 - NLR and Russellville came up as two good options

Rosie announced a couple of things:

 1. She is excited to be here

 2. When we travel out of state we are a huge family

3. DJ/Peyton is the top seed at the Grapevine Classic. They also got invited to the University of Michigan Round Robin

~ Callie added that nationals are in Salt Lake City, UT this year. She is hoping that ACTAA can secure a mode of transportation and the competing schools pay the association back for transportation

~ After a brief discussion it was decided that ACTAA would start a GoFundMe that would operate as a scholarship that would help fund travel to and from nationals

Callie commented on the diversity of PD offered this weekend at conference

President Peerbolte adjourned the meeting at 3:26 p.m.

**Report of the Professional Standards Committee Sept. 10, 2015**

The Professional Standards Committee met Thursday at 5pm during the ACTAA Fall Conference to discuss and report from various independent work of actions on issues surrounding embedded course approvals, certification standards, partnership and End­of­Course possibilities for Oral Communication.

**Embedded Course Issue:**

We reviewed the progress of participation in Oral Communication Statement sent to ADE Course Approval Review Committee and various administrator's around the state. The results were encouraging with 3 schools dissolving the embedded course and 1 school receiving a waiver for "Embedded Oral Communication" specifically. According to Darrek Williams, ADE Licensure Manager in July he was aware of ACTAA concerns through the petition letter sent earlier in the year and wanted to informed our committee that 22 people are teaching on an APL or ALCP due to the lack of applicants in this field for specific school in the state. According to him 6 out of 10 school districts purposefully embedded because of lacking certified teacher; the others to reduce cost. After talking with several ADE employees, the trend of "embedding" Oral Communication classes have not continued to grow but there are still 10 schools using this waiver options. Jacki also reported that Sherri Thorns, ADE Language Arts Content Area Specialist, stated that "ADE is just following the law and until it changes, the department must simply approve the embedded course offerings because of lack of certified teachers in this area, but less than 2% of applications for waivers have been in our field of study. Applications are mostly coming from vocational and academy subjects." The numbers actually decreased in waivers for our field; we are not sure if it just plateau or a trend from our efforts.

The committee asked each member to contact their local legislator with a committee and make a personal contact by November to voice our opinion and share the ACTAA Position Statement and the embedding issue. We matched each legislator with an active committee member to make a personal contact by February instead of November (after new elected officials entered office), to voice our opinion and share the ACTAA stand on the embedding issue. A blanket letter of our Oral Communications Position was sent to all elected members in January. The letter also stressed continuation of graduation credit requirement.

**EOC for Oral Communication**:  The committee is still treading lightly on this touchy issue. Even though the committee thinks an EOC might help solidify high standards and the graduation requirement that Oral Communication provides students. Hope Allen, ADE Special Advisor for Assessments in February and June, shared that the ADE is looking to reduce all testing and that would not be an option from their point of view at this time with all the other core testing changes in limbo still. Mr. Allan's department do not even want to entertain a conversation of an EOC until Aspire and ACT testing has been settled. Even then, their goal is to reduce testing in the next 3­5 years.

**Partnership with Arkansas Council of Teachers of English and Language Arts (ACTELA):**

ACTELA's President, Dixie Keys, was given the OC Statement, a link to the ACTAA website and explained that ACTAA would greatly appreciate a partnership in dealing with the embedded class approvals. She brought it up to ACTELA's leadership at their meeting on November 6, 2014 and contact Jacki Reiff in December stating, "Her leadership didn't see a large need to do anything at this point but would stay on top of further development in this area.

The organization would gladly join forces if this becomes a problem in their eyes." Mrs. keys stated that their leadership was sending a survey out in the Spring to their member and one of the questions would be about the embedded classes using English and Oral Communication as the example. In follow a up email in May, Mrs. Key reported that they received no comments from that question except that they don't want any embedded. As a result, until the ACTELA's constituants feel there's a need their organization will fight other battles.

**Action Needed**: To help reduce alternative licensures to reduce the need for embedding, we want to encourage all teachers in our field to encourage students to take communication fields in college and promote occupations in our field better within our curriculum so students see the value possibilities. The committee feels that we must continue to watch and stay in contact with ADE and the Arkansas legislative members on a regular bases. We are going to continue to contact (at least twice a year) ADE licensure and waivers departments to keep track of the issue and to keep a positive relationship. We will send a positive reworded letter again in February to legislators that promote our Oral Communication position and ACTAA.

Arkansas Communication and Theatre Arts Association

Tournament of Champions

Qualifying Tournament Guidelines

Updated: July 2015

Working: R.Valdez

The Arkansas Communication and Theatre Arts Association (ACTAA) is committed to providing students with a state championship platform in accordance with Arkansas Activities Association (AAA) at the completion of each competitive season. The Arkansas Tournament of Champions (ATOC) is a celebration of excellence. In order to ensure the quality of competition at the ATOC, ACTAA outlines the following guidelines for hosting an ATOC-Qualifying Tournament.

**Qualification Regulations**

**1.** **Students may not attend the ATOC as an unaffiliated entry.** Students must compete at a qualifying tournament (QT) sponsored by an ACTAA member school and/or coach. In the instance of imbalance in an event at a QT, such as policy debate, public forum, or duo/duet acting/improvisation, competitors from different schools may compete together to make a complete team at the discretion of the tournament host/director, however, these blended teams may NOT compete at the ATOC together; they must compete with another qualified individual from the same school.

**2. No student may qualify to the ATOC at his or her own school-sponsored tournament.**

**3. Ninth grade students MAY COMPETE at the ATOC if they have qualified AS A HIGH SCHOOL STUDENT. A student who competes at at QT as a junior high schooler and places within an event level is NOT eligible for the ATOC.**

1. ACTAA ATOC will be compliant with AAA regulation that dictates that junior high/middle school students (6-8th graders) MAY NOT compete at the ATOC, nor may they compete against high school students (9-12th graders) in ANY event.
2. **NINTH GRADE EXCEPTION:** a ninth grade student on a junior high team may, at any point in the competitive season, choose at the discretion of competitor or coach, to compete on their corresponding high school team. Once a junior-high housed ninth grader competes as a member of the high school team, that competitor MAY NOT return to compete on the junior high/middle school level.

4. Qualifying Tournament Directors must apply for and be approved for AAA sanctioning before hosting at QT. Deadlines must be met. All competitors must also be qualified to compete under AAA rules. **A student must have earned a 2.0 GPA for the previous semester and passed their four core classes, or be approved through an SIP program. Seek guidance from your school’s AAA representative and the AAA Handbook if you have questions about a competitor’s eligibility before allowing them to compete.**

**Qualification Levels**

**Level I Events: A Level I Event is one in which ALL Semifinalists-1st Place Winners in the event qualify to the ATOC.** A Level I Event must meet the following criteria:

1. The event must have at least 32 entries.
2. The event must have a diversity of at least two (2) schools.

**Level II Events:** **A Level II Event is one in which ALL Finalists-1st, 2nd, and 3rd Place Winners ONLY in the event qualify to the ATOC.** A Level I Event must meet the following criteria:

1. The event must have at least 16 entries.
2. The event must have a diversity of at least two (2) schools.

**Level III Events: A Level III Event is one in which the 1st, 2nd, and 3rd Place Winners ONLY in the event qualifies to the ATOC.** A Level III Event must meet the following criteria:

1. The event must have at least 10 entries.
2. The event must have a diversity of at least two (2) schools.

**Level IV Events: A Level IV Event is one in which the 1st and 2nd Place Winners ONLY in the event qualifies to the ATOC.** A Level IV Event must meet the following criteria:

1. The event has less than 10 entries
2. The event must have a diversity of at least two (2) schools

**Level V Events: A Level V Event is one in which the 1st Winner ONLY in the event qualifies to the ATOC.** A Level V Event must meet the following criteria:

1. The event has less than 10 entries
2. The event must have a diversity of at least two (2) schools

**\*\* If an event does not have two (2) school diversity, regardless of number of entries, only the 1st place winner qualifies\*\***

**ATOC Individual Events**

 **Guidelines**:

1. The following events will be held at the ATOC:
	1. Dramatic Interpretation (DI)
	2. Humorous Interpretation (HI)
	3. Original Oratory (OO)
	4. International Extemporaneous Speaking (IX)
	5. Domestic Extemporaneous Speaking (DX)
	6. Duo Interpretation (DUO)
	7. Poetry (PO)
	8. Prose (PR)
	9. Improvised Duet Acting (IDA)
	10. Storytelling (ST)
	11. Mime (MIME)
2. All events must follow NSDA event rules, guidelines, and time limits with the exception of Prose, Poetry, Storytelling, Mime.
3. Prose, Poetry, Storytelling, Mime will follow ACTAA event rules, guidelines, and time limits.
4. ATOC qualifying tournaments are responsible for ensuring that all events rules, guidelines, and time limits are communicated to coaches, judges, and competitors.
5. Students may compete with the same selection, regardless of success with that selection. Once a selection is performed at the ATOC, it may not be performed again.
6. The same cutting may NOT be double-entered at ATOC.
7. ATOC qualifying tournaments should conduct IE fields as follows:
	1. If a qualifying tournament holds preliminary rounds, sections should contain no more than 10 competitors.
	2. If a qualifying tournament holds one preliminary round, sections should contain no more than 8 competitors.
	3. Sections should be balanced.
		1. Unbalanced pools should be as balanced as possible.
		2. If diversity of pool allows, sections should contain no more than two (2) competitors from the same school.
	4. Events with ten (10) or less total competitors should go straight to a final round.
	5. Events with eleven (11) or more total competitors should go to a semifinal round.
	6. Events with more than 100 competitors should *consider* a quarterfinal round.
		1. Quarterfinalists do not qualify to the ATOC.
	7. Instructions for breaking IEs can be found in the Tournament Handbook on the ACTAA website.

**Qualification:**

a. Qualification in an IE occurs when a students advances to a semi-final round in a Level I event, or place 1st, 2nd, 3rd in a Level II event, or 1st or 2nd in a Level III event, or 1st in a Level VI event at an ATOC qualifying tournament.

b. Students may compete in as many events in which they are qualified at the ATOC, but the tournament schedule will NOT accommodate multiple-entry competitors. As the ATOC progresses, competitors may have to make choices between events in which they advance.

b. In Duo Interpretation and Mime, the selection and team must remain intact to compete at the ATOC.

c. In Improvised Duet Acting, the *individual competitor* qualifies.

e. Students are limited to one selection in each event. If a competitor qualifies three times in an event with three different selections, ONE selection is allowed at the ATOC.

**ATOC Group Events**

 **Guidelines:**

1. Words and Music (WM) and Readers’ Theatre (RT) will be held at the ATOC.
2. It is the responsibility of the coach/sponsor to ensure that pieces performed are done so with the appropriate legal permissions secured. It is the responsibility of the tournament director (with consultation from the ATOC committee) to ensure that pieces are performed within legal parameters, and that judges are thoroughly informed of event rules and selection guidelines.
3. WM and RT should have a three-judge panel in all rounds. Judges should not be recycled round-to-round in the same event.

**Qualification:**

1. If a tournament has 1-2 entries in RT or WM, there is no qualifier to the ATOC.
2. If a tournament has 3-4 entries in RT or WM, only the 1st place winner will qualify to the ATOC.
3. If a tournament has a preliminary round and then a final, those entries placing in the final round will qualify to the ATOC.
4. Any school that trophies in a group event will be allowed to return that performance three (3) times before it must be retired.

**Debate Events**

 **Guidelines:**

1. The following events will be held at the ATOC:
2. Novice Policy Debate
3. Varsity Policy Debate
4. Novice Public Forum Debate
5. Varsity Public Forum Debate
6. Novice Lincoln Douglas Debate
7. Varsity Lincoln Douglas Debate
8. Novice IPDA
9. Varsity IPDA
10. Congressional Debate
11. A “novice” debater is one who is in their first year of competition.
12. Novices who compete in a varsity division at any point in the competitive season are still considered novices.
13. Novices who compete in open division at any point in the competitive season are still considered novices.
14. Students who compete in one debate event for more than one year and then compete in a different debate event in the same or subsequent years is a novice for the first year they compete in that new (secondary) event.
15. A qualifying tournament **must** hold at least three (3) preliminary rounds in all debate events. Congressional Debate qualifiers must hold at least two (2) preliminary sessions and then advance to a Super Session (finals). All Congress sessions must allot two (2) hours for consideration and debate, with debate and consideration dictating how much of that time each session is actually used.
16. The current NFHS policy debate resolution must be used.
17. It is the responsibility of the qualifying tournament director to verify the topics used for LD and PF in a timely fashion.
18. The ATOC committee reserves the right to collapse divisions of LD and PF at the Tournament of Champions if there are too few qualifiers to justify a novice and varsity division.
19. Maverick debaters are not permitted at the ATOC.
20. If a debate event has more than 64 entries in the field, a tournament director should consider a quad-, triple-, or double-octafinal round.
21. If a debate event has 32 or more entries in the field, a tournament director should *consider* an octafinal round.
22. If a debate event has 16 or more entries in the field, a quarterfinal **must be held.**
23. If a debate event has 10-15 entries in the field, a semifinal **must be held.**
24. If a debate event has 9 or fewer entries in the field, the event may break straight to a final round **at the discretion of the tournament director**.
25. Qualifying tournaments should not collapse novice and varsity divisions unless it is impossible to pair a division otherwise.
26. Instructions for breaking debate events can be found in the Tournament Handbook located on the ACTAA website.
27. It is the responsibility of the tournament director to ensure that quality, qualified judges are provided for unique debate events.

**Qualification:**

1. Policy Debate, Lincoln Douglas, and Public Forum
2. Five (5) wins at ATOC qualifying tournaments
3. Advancing to semi-finals or finals
4. 1st, 2nd, or 3rd Speaker
5. IPDA Debate
6. Five (5) wins at an ATOC qualifying tournament
7. Advancing to quarterfinals TWICE
8. Advancing to semifinals ONCE
9. Advancing to finals
10. 1st, 2nd, or 3rd Speaker
11. Congressional Debate [PILOT QUALIFIER 2015-2016]
12. Advancing to Super Session
13. Placing 1st, 2nd, or 3rd at any ATOC Qualifying Tournament
14. Receiving 28 individual points at the ACTAA Student Congress in November

**Qualifying Tournament Standards:**

While it is important that Tournament Directors have autonomy in certain tournament implementation decisions, some standards must be met. All statements that are specific in direction in the following section are required processes. Exceptions will be determined by the ATOC committee.

1. **Judging**
	1. Schools will bring the number of qualified judges required to cover entries.
	2. Directors may either assess a judging fee or reduce the number of entries a school may bring if judging requirement is not met.
	3. Attending coaches should bring qualified judges only. A qualified judge is a person who is familiar with competition guidelines and event rules. Alumni judges are preferred.
	4. Arkansas speech and debate alumni who have graduated from high school are eligible to judge debate and individual events. It is the responsibility of attending coaches to verify the eligibility and qualifications of judges.
	5. Tournament directors have the right to refuse the services of any judge a coach/sponsor enters.
	6. If a coach or sponsor is aware at registration that they are entering a “lay” or unqualified judge, it is expected that the tournament director be notified.
2. **Ballots**
	1. Official ACTAA ballots must be used for ALL events.
	2. Tournament directors should give ORIGINAL ballots to coaches. Only debate ballots should be duplicated.
	3. Judges should be instructed to provide ample comments on ballots for all events.
	4. Passing of ballots is only allowed with tournament staff approval.
3. **Reporting to the ATOC Committee**
	1. Tournament directors will submit reports within two weeks of the close of a qualifying tournament. A tournament is NOT a Qualifier until the report is submitted.
	2. Directors must use the official ACTAA TOC Document for reporting.
	3. No Qualifying Tournament is official until verified and audited by the TOC Committee, who will release a monthly report on the ACTAA website.
	4. It is the responsibility of the TOC Committee to audit and verify the results in a timely manner.

**Junior High Invitationals**

An ACTAA member school may host a Junior High Invitational for Junior High competitors during ATOC Qualifying Tournaments.

1. Junior High Invitationals may NOT cross over with any qualifying tournament-event.
2. Junior High competitors MAY NOT qualify to the ATOC.
3. Junior High competitors MAY NOT compete against high school students.
4. 9th Graders have the option to compete as high school students, but once they compete on the high school level, they MAY NOT compete as a junior high schooler.
5. High School students may judge Junior High events at Invitationals, only once they are eliminated from an ATOC qualifying tournament, or if they are non-competing, or if they are from the host school.
6. It is the responsibility of the coach sponsoring a student judge to ensure the quality, maturity, and ethical character of a student judge.
7. Student judges should be up front about potential conflicts with competitors.
8. Junior High Invitationals do not have to offer all events.
9. Junior High Invitationals should only hold one preliminary round and break to appropriate elimination rounds.
10. Qualifying levels do not apply at invitationals.
11. Ribbons or certificates should be given as awards if a host school opts not to give trophies for junior high events.
12. IPDA is the only debate event that can be offered at Junior High Invitationals.