To: Science Olympiad Coaches

From: Chelsea Ridge, Karen Meyers, Karen Matchett, Kathy Agee, Diane Miller

Date: March 1, 2016

Re: Science Olympiad Second and Final Mailing

The 32nd Michigan Science Olympiad regional tournament at Grand Valley State University is set for March 19th. We have 25 C Division and 43 B Division teams registered. We are looking forward to a great competition and lots of fun.

Please read the enclosed materials carefully.

### Information for REGISTRATION, 8:00 to 8:30 a.m., Saturday, March 19, 2016

**Final Registration Form**
- Fill in the [Regional Final Registration form](#). Please be sure to:
  - Print clearly or type
  - List names alphabetically
  - Spell names accurately

**DON’T FORGET TO HAVE YOUR PRINCIPAL SIGN THE FINAL REGISTRATION FORM.**

Submit it at the registration table in the Fieldhouse Arena Lobby. Alternates cannot participate in regular events unless a member of the regular team becomes sick or injured and you complete a Substitution Form at Headquarters. Substitutions made within your registered team DO NOT require a Substitution Form.

**REMEMBER:** No more than 5 ninth grade students may compete on a B division team and no more than 7 twelfth grade students on a C team. All team members must attend the membership school except for up to 5 of last year’s seventh or eighth grade students who may be asked back to join their B team.

**Team Wristbands**
- After you turn in your registration forms, you will receive a “Team Wristband” for each of your officially registered team members, yellow for Division B and green for Division C. Alternates receive an orange wristband. These will have your **team number**. We will be following the NSO wristband procedures ([http://soinc.org/wristband_procedures](http://soinc.org/wristband_procedures)). Be sure you are familiar with this policy.

**NEW: Head Coach Nametags**
- This year head coaches will receive name tags.

### General Tournament Information

**Welcome and Orientation**
- Teams may enter the Arena at 8:00 a.m. Opening remarks, coach recognition, and updated tournament information will be given at 8:30 a.m. To alleviate the bottleneck of students outside the doors to the arena prior to 8:00 am feel free to settle in at the other end of the lobby near the pool. We will notify you when the doors are opened.

**Student Schedule**
- Each team member needs to know and have a copy of his/her individual schedule. We will be firm on starting times. Students must know their team number.
Bleacher Space / Team Seating

Team bleacher space is assigned by team number and labeled with the team’s name. Approximately 25 seats will be assigned to each team. You may use it as a meeting place. If you choose to leave coats and other belongings, you should schedule someone to watch the area as GVSU cannot be held responsible for stolen or damaged articles. Spectators may not sit with a team during ceremonies. Unassigned seats on the portable bleachers (at the sides of the main bleacher) are available to spectators. PLEASE NOTE: If your team has more than 25 students/coaches do not take up other teams’ space or try to squeeze too many students on the main bleacher. Have an assistant coach sit with the remainder of your team on the portable bleachers.

Scoring

Division C points will be awarded as follows:

1st place = 1 pt; 2nd place = 2 pts; 3rd place = 3 pts . . . 19th place = 19 pts. All other teams that participate will receive 20 pts. A team that does not participate or is disqualified for unsportsmanlike behavior will receive 21 points.

Division B points will be awarded as follows:

1st place = 1 pt; 2nd place = 2 pts; 3rd place = 3 pts . . . 32nd place = 32 pts. All other teams that participate will receive 33 pts. A team that does not participate or is disqualified for unsportsmanlike behavior will receive 34 points.

The team with the lowest total points will win.

Early event scores will be posted in the lower Arena lobby from approximately 1:30 to 3:00 p.m.

Appeals

Protests are handled in this order: Coaches only (not parents of participants) talk to the Event Supervisor. Protests must be registered with the Event Supervisor no later than thirty minutes after the end of the event. Then, if necessary, the Head Coach comes to the Arbitration Board (Headquarters) to submit a written appeal form. Forms are available at Headquarters.

Special Recognition

We will recognize one team from each division who has the greatest improvement over last year’s score (except those who will go on to state competition). Each selected team will receive a trophy. We are pleased to have another way to applaud students’ efforts. This award has no effect on who represents our region at the state competition.

Headquarters

Headquarters will be located in 192 Fieldhouse and is open to Head Coaches and lost and found. Requests for information should be directed to the Information Tables. Please note Scoring is open to Event Supervisors and officials only.

Message Board/ Emergency Phone

Messages will be posted at the Information Center (in front of Headquarters). Please check periodically. Incoming emergency calls should be directed to Headquarters, 616-331-8800.

First Aid

First Aid will be available in Fieldhouse 145. For a critical emergency, dial 911.

WiFi / Twitter

Wireless access and passwords will be provided on the day of the tournament. Join the fun on Twitter at #msor12. We look forward to your tweets!

Volunteers

Registration

Remind your volunteers to register at www.gvsu.edu/s/Pz. Please ensure that your team has registered at least 3 volunteers.

Notification

Please tell your volunteers to expect an email with their volunteer assignment by March 11.

Event Information

Self-Schedule

Self-scheduling is being done online. Please note the portal will close on March 13th at 5 pm. Any changes to the schedule after that time must be done on tournament day.

Rules and Event Clarifications

We will follow rules as stated in the Coaches Manual and Rules (2016). Be sure you do, too. Please review the updated “Event Notes.” This information is on our website. Any National Rules Clarifications published after February 22 will NOT be binding on our tournament.
Impounding

Devices will be impounded from 8:00 to 8:30 am at their event site for:

- **B Events**
  - Air Trajectory, Food Science, Scrambler, Wind Power, Mission Possible (voluntary), Roller Coaster (voluntary)

- **C Events**
  - Air Trajectory, Electric Vehicle, It’s About Time, Protein Modeling, Wind Power, and Roller Coaster (voluntary)

Required Early Document Submission

Food Science Notebook (Region 12 requirement) and Mission Possible Transfer Sequence List (TSL) **MUST** be submitted via the Portal no later than 5 p.m. on Sunday, **March 13, 2016**. Items submitted after the deadline will be allowed to compete but will be ranked below teams that submitted on time. Items must be in the format that is posted on the National website.

Teams **MUST** also bring a copy of the submitted documents to the tournament. No changes may be made to the documents after submission.

Student Supplies

Team members are expected to have their own pencils, pens, and calculators. Students must also bring their own goggles, lab coats or aprons, and any designated equipment according to the rules manual.

Footwear

Please wear non-marking athletic shoes for all Fieldhouse and Rec Center events. **All laboratory events require closed-toe shoes and protective clothing.**

### Food, Recreation, and General Information

**Team Room**

All teams will be assigned a **team room**. Team room assignments will be posted Monday, March 7.

Team rooms may be used as a meeting place, storage space, and a site for snacks or lunch. It is the team’s responsibility to guard whatever is kept in the room. Please ensure all trash is placed in trash bins in the hallway and materials are removed from the room. Also, team rooms should be left in a classroom-ready state for Monday classes.

**Cameras / Cell Phones**

You may wish to record the day’s events with a camera or video equipment. Pictures may be taken at all open events with the exception of **Robot Arm**. **Team members may not have cell phones inside any event.**

**Parking**

Park in Lot C, the west end of Lot F, Lot G, or Lot H. **All meters and short-term lots** (like the one by the Marketplace) **will be enforced** and you will be ticketed if you do not feed the meter.

Tailgating is only allowed in Lot C.

**Programs / Buttons**

Programs will be available for each participant on March 19, 2016. Buttons will be available in the Fieldhouse lobby.

**Parade of Schools**

A Parade of Schools will begin our Awards Ceremony. Two students from each team will meet in the lower Arena and may carry a poster you provide with the team name and logo or other appropriate designs. The poster should be on standard poster board. The GVSU Lakerstore has poster board available for purchase.

**Student Behavior / Free Time**

The coach is responsible for the behavior of team members while on campus. Please help team members plan their free time.

**Free Time Follies**

A **Free Time Follies Flier** is online and includes a 20% off coupon for the Lakerstore. Please make copies for your students.

**Spectators / Open Events**

- **B Events:**
  - Air Trajectory, Bottle Rocket, Bridge Building, Elastic Launched Glider, Mission Possible and Scrambler will be open to spectators, **space permitting**.

- **C Events:**
  - Air Trajectory, Bridge Building, Electric Vehicle, Robot Arm, and Wright Stuff, **space permitting**.

We are available at 331-3172 to answer questions or discuss concerns.