Should we need to update this handbook for a virtual competition in 2021, we will make those updates and inform all coaches to check for new information.
7.0 MATH ACADEMIC TEAMS FOR HOOSIERS
2020-2021 RULES
(Changes in Bold)

7.1 Content:
   a) The elementary competition will be made up of four rounds with a minimum of 1 and up to 5 different team members competing in each round. See section 7.8 & 7.19.

   b) The IASP Board of Directors believes that academic competition is an extra-curricular activity. Therefore, organized team practices for academic competitions shall not take place during any instructional part of the school day. In addition, special courses should not be designed or implemented for the primary purpose of preparing teams for academic competition.

      All building principals are encouraged to review this position statement with academic coordinators and coaches to clarify that all organized team practices occur as an extra-curricular activity. However, non-instructional time, such as lunch and recess, could be used for organized team practices.

      It is permissible for students to read and do online research during the school day, as long as there is not any organized practice, and research does not occur during school instructional time.

7.2 Study Guidelines:
   a) The 2021 M.A.T.H. competition is based on the 2015 Indiana Academic Standards for Mathematics. For additional information about the Indiana Standards see http://www.doe.in.gov/standards/mathematics. The National Council of Teachers of Mathematics also provides resources for each standard.

      IASP sponsors contests to improve teaching and learning. The Indiana Academic Standards are minimum competencies. Contestants are generally advanced students. Thus, M.A.T.H. Bowl uses an expanded range of Standards.

      All Standards in grades K-4 are assumed mastered by contestants in grades 4-6 and thus those topics are eligible every year. Standards in grades 5-6 are grade level minimums. Grade 7 Standards are used to challenge contestants and provide differentiation in scores at the top level for awarding prizes.

      The IDOE 2015 Standards include:
      * Process Standards
      * Number Sense
      * Computation
      Algebraic Thinking
      Geometry and Measurement
      Data Analysis, Statistics and Probability

      * The Process Standards with Number Sense and Computation will be used every year. The other standards rotate on a 3-year cycle to provide a sharper focus each year.

      THE STANDARDS TO BE UTILIZED IN 2021 will be the Process Standards with Number Sense, and Computation, as well as Algebraic Thinking. In 2022, the focus will be Geometry and Measurement. In 2023, the focus will be Data Analysis, Statistics and Probability. In 2024, the focus will return to Algebraic Thinking.

   b) A video recording will be posted on the M.A.T.H. Bowl page of www.iasp.org each year and will explain the various forms, rules/regulations, Indiana Standards, and addenda. The M.A.T.H. Bowl Question Writing Coordinator will lead the discussion on the particular year’s topics.

   c) Question writers may provide resource items related to possible specific narrower topics. That information will also be posted on www.iasp.org with the video recording if it is made available.

7.3 Expenses:
   a) An entry fee will be charged to participate in the M.A.T.H. Bowl. The entry fee must be received by the close of the school year. This fee will help to defray the costs of writing and disseminating the questions, purchasing awards, and other expenses associated with the competition. Each school will be responsible for its own expenses, including any incurred while attending competitions.

   b) All schools choosing to participate in Elementary M.A.T.H. competition must be Department of Student Programs member schools. Please check with your administrator to ensure your school’s membership is current.
7.4 **Enrollment Classifications:**

Teams that include 6th graders:
- Blue Class – 187 students and up
- Green Class – up to 186 students

Teams without 6th graders:
- Orange Class - 163 students and up
- Red Class – up to 162 students

Teams including 4th graders ONLY:
- Yellow Class (enrollment number is not required for this Class)

This enrollment number will be determined by the official school enrollment for the current school year.

For schools that enter more than one team to accommodate different grade levels, you will choose the class based on the enrollment number for each different grade represented on that team. For example, if your school has 100 students in grade 4; 150 students in grade 5, and 175 students in grade 6 and you want to enter a 6th grade only team, you would use the 6th grade enrollment of 175 and enter a Green team; and you also want to enter a combination 4th/5th grade team, add the 4th and 5th grade enrollment numbers for a total of 250 students to enter an Orange team.

7.5 **Team Roster Form:**

a) On the afternoon of **February 23, 2021**, a team roster form will be posted on www.iasp.org. Each participating school must enter the names of their participating students, and electronically submit the form by midnight **March 14, 2021**. No additions will be allowed after the deadline.

b) Each school may certify a maximum of twenty (20) students on a team roster form. Students may be from grades 4, 5, or 6. If a school wishes to register more than 20 team members, they must register an additional team, or teams, and pay the entry fee for the additional teams.

c) Competing team members will be verified by proctors at the beginning of each round at the competition site.

7.6 **Site Assignments:**

a) Every attempt will be made to have schools, regardless of size, compete at the geographically closest Area Host Site. Occasionally, to balance total competitors among sites, a school may be asked to travel to a more distant site.

7.7 **Eligibility:**

a) Any student enrolled in grades 4-6 is eligible to compete on that school's team. Schools may select their teams in any manner and with any additional criteria they choose.

7.8 **Team Selection:**

a) Elementary teams are composed of twelve (12) members, plus up to eight (8) others who may be used as alternates. There is no limit of how many students may come from any one grade level. A student may participate in only one of the 4 rounds.

7.9 **Procedural Committee:**

a) A Procedural Committee of 4 site representatives will be appointed by the host coordinator. At the Area level of competition, this committee will be composed of at least one representative from each of the class colors competing at the site. Each member of the Procedural Committee must have been appointed and in receipt of the M.A.T.H. rules and guidelines at least one week prior to the competition. One of the members of this committee will be designated the chairperson and will be responsible for calling the committee together to decide questions involving procedure, rules, and violations.

b) When a proctor indicates by standing that there is a concern or question, the Procedural Chairperson will approach the table to determine the nature of the challenge. Based on the nature of the question, the Procedural Chairperson either settles the matter or convenes the whole Committee. If the question is raised by more than one class, then the entire committee will make the decision. The committee member whose class is raising the question is not included in the final decision-making. The Procedural Chairperson will explain the nature of the challenge and the resulting decision to the emcee, who will inform the competitors and spectators.

c) Examples of situations that would be handled by the Procedural Committee include, but are not limited to:

- How long to wait for a late arriving school.
- Determination of what to do if a competitor becomes ill while at the competition table.
- Deciding when alternate questions should be used.
- Problems arising between proctors and team members.
- Awareness of problems with sound systems, projectors, screen visibility, etc.
- Awareness of teams consistently asking for question repeats.
Awareness of "obnoxious" coaches or team members. 
What to do if answers are repeatedly marked on the wrong line of the answer sheet.

d) The Procedural Committee at its discretion may disqualify a question, team member, and/or team.

7.10 **Dress Code:**
See the official Dress Code at the back of this packet.

7.11 **Supervision:**
a) The host site will have an administrator present during the competition to handle any situations which may develop. The Procedural Official/Committee may bring disruptive or questionable behavior on the part of coaches, competitors, or spectators to the host administrator's attention so that the situation may be addressed.

b) Each team is to be supervised by a coach designated by the school principal. This coach will be responsible for seeing that all team members follow all rules and behave in an appropriate manner. A high level of sportsmanship will be expected of competitors, coaches, and fans. Failure of a coach to adequately supervise the team may result in the disqualification of the whole team.

7.12 **Format:**
a) The competition will consist of four (4) rounds.

b) A squad may consist of no more than three students competing at a time. The alternates (maximum of eight) will be available for substitution. A squad may participate with fewer than three students.

c) All students competing must be listed on the team roster form that has been given to the proctor to verify at the beginning of the round when the student signs in.

d) The competing team members will be seated at the desk/table facing the projection screen. Tables will be arranged with the students' backs to the audience and so that each table has an unobstructed view of the screen.

e) Each round shall consist of eight multiple-choice questions which will be read to the students and projected on the screen simultaneously. If there are any discrepancies between what is read and what you see on the screen, the screen supersedes what is spoken. After consulting with the other team members at the table, the team captain will answer each question by circling the chosen response on the answer sheet. At the conclusion of the allotted time, the proctor will mark a “+” to the left of each question number that is correctly answered, and draw a line through the entire line of the response for each incorrect answer. **The proctor will then transfer the written answer to the electronic sheet, and** the answer key operator will enter the correct score on the answer key electronically. All team scores will be calculated after each question, based on their responses. Questions involving graphs, diagrams, etc. may have hard copies (paper copies) given to each squad for better viewing. This will be determined by the IASP office.

f) Requests to repeat any question during the contest may only be made by the Procedural Committee Chairperson, although an emcee may make self-corrections as needed. Students are not able to request that a question be repeated. This is similar to other IASP competitions.

The Procedural Chairperson will be charged with monitoring for any issues that could lead to a repeat being necessary. The Procedural Chairperson monitors all aspects of the contest to be sure procedures and rules are followed consistently at all sites. Sound and projection systems are tested prior to the arrival of teams and again during the practice round. During the competition, the Procedural Chairperson will be positioned where they can be easily seen by the Question Reader, and monitor for any issues that could cause a question to be repeated.

After each question has been read, the Question Reader will make eye contact with the Procedural Chairperson before saying “begin”. The Procedural Chairperson will indicate to the Question Reader if a repeat is needed in these situations:
- an error was made in reading the question
- a technical issue made it difficult for competitors to see or hear the question
- a distraction occurred made it difficult for competitors to see or hear the question

If the Chairperson indicates a repeat IS necessary, the question reader should reread the entire question and all answer choices. Students will not confer verbally until after the repeat is completed and they are told to “begin”. No more than one repeat per question will be allowed.

If the Chairperson does NOT raise their hand to indicate a repeat is necessary, the reader should say “begin” to start the timer and allow students to confer verbally with each other. No repeats will be allowed after the word "begin."
7.13 Questions:

a) A team of educators is convened during the summer to generate questions keyed to the study guidelines for the M.A.T.H. competition. Standards for question writing have been developed and disseminated to those participating in the question writing session.

b) Every effort will be made to maintain the integrity of the questions and to keep them from being seen except by the question reader and the PowerPoint technician. Question Readers should be given the questions about seventy-two (72) hours ahead of time to check pronunciation and the meaning of any symbols used. These readers should be warned of the confidentiality of the questions and reminded to make sure no one else sees the questions.

g) The intent of repeats and/or challenges is to give students a chance to correct a mistake in procedure that they feel has been made in the reading of a question. Repeats and challenges should not be used to "buy" time or as a coaching strategy whenever a question is missed.

7.14 Time Limits:

a) After the reader finishes the question, each squad will have from 30 to 60 seconds to determine an answer and mark it on the answer sheet. A bell (or other warning) will ring to indicate that five seconds remain to write down a final answer. A buzzer (or other predetermined signal) will indicate that time is up for that question. The answer should be marked and the pencil raised from the paper when the buzzer sounds. A captain is permitted to change an answer on the answer sheet if it is completed within the time limit.

b) The question writers will determine the time limit for each question. The time limit for each question will be announced the night of the competition. A longer time period will be announced for questions that require mathematical calculation.

c) Students are encouraged to wait until the emcee says "begin" before writing. However, there is no penalty for beginning early.

7.15 Consultation:

a) Competing students may not orally confer with other squad members until the reader says "begin." Only oral communication is prohibited before the word "begin". Students may do calculations on paper or point to answers before the word “begin”. If an infraction of this rule occurs, the proctor will warn the squad captain and remind the squad of the rule. If the squad continues to confer vocally before the word "begin", the proctor shall notify the Procedural Committee which may disqualify the squad's answer for that question.

b) No notes, formulas, etc. may be written by any member of the squad until the reader begins the first question.

c) No written material, mascots, stuffed animals, balloons, etc. of any kind may be brought to the competition table. Additionally, smart phones and watches must be left in the seating areas and not be brought to the table. Any such material will be removed from the table. No clothing may be worn which has any information on it that could be of assistance in answering the questions. Any team or member wearing such apparel should be brought to the attention of the Procedural Committee which will disqualify the offending party or parties. Pencils and scratch paper will be provided by the host school, but graph paper will not be allowed. Efforts to hide written material, notes, electronic devices, etc. will be construed as being a conscious attempt to cheat and the squad will be disqualified from the round.

7.16 Calculators:

a) Students may use almost any algebraic functioning calculator except the following: "hand-held" minicomputers, cell phones, tablets or laptop computers; pocket organizers; calculators with typewriter-style keypads; calculators with paper tape or printers; calculators that talk or make other noise; any device with internet access, or calculators that require an external power source, such as an electrical outlet. Any calculator with a memory must have the memory cleared before the competition. Solar-powered calculators with a battery back-up will be acceptable. Solar-powered calculators without battery back-up may be used at the student's own risk since lighting may be dim to allow better visibility of the screens. Students are expected to bring their own calculators. Fraction capable calculators are recommended. Unacceptable calculators will be held by an official until the end of the competition.

b) Procedural questions and challenges may be raised during the course of the competition to correct a procedural error for the balance of the competition, or to make a correction on the previous question. Such a challenge must be made by the squad captain participating in the competition at that time and must be made before the next question is asked. Coaches, spectators, or non-
participating team members may not make a challenge. To make a challenge, the captain should bring the question to the attention of the proctor at that table and the proctor will immediately stand to gain the attention of the Procedural Chairperson before the next question is asked.

c) Any challenge of the Procedural Chairperson and/or Committee's decision, or of the final score or placement, must be made to the IASP office by the end of the night on the same day as the competition. A determination of the validity of the challenge and of the proper response will then be made.

7.18 Alternate Questions:

a) Two extra questions for each standard used will be provided. They are to be used when a question's validity is destroyed. The Procedural Chairperson/Committee will make all decisions concerning when to use an alternate question. Examples of situations when an alternate question is needed would be: if a member of the audience shouts out an answer before the buzzer sounds or if the PowerPoint operator shows the question early (for example, during substitution period). The use of the alternate questions will be left up to the Procedural Chairperson and/or Committee.

b) If the Question Reader inadvertently calls time at the warning bell instead of the buzzer and gives the answer to a question before all squads have had the opportunity to mark their response, the Procedural Chairperson and/or Committee will make a ruling. Those squads that marked the correct answer before the error was made should be credited. All other squads will be given an alternate question and have it scored accordingly.

c) If the Procedural Chairperson and/or Committee rules that an alternate question should be substituted for a previously read and answered question, only the team(s) that missed the question will answer the new question.

d) An alternate question cannot be used for what is perceived to be a "bad" question or a question with a wrong answer. All questions will stand as written and challenges should be sent directly to the state director (see 7.17-Challenges).

7.19 Substitutions:

a) At the end of the fourth question in each round, one or two members of the squad may substitute for students at the table. These substitutes must be listed on the team roster form and certified for this squad. The captain must remain at the table for the whole round. The substitutes may replace any other squad member and may not be used in any subsequent round.

b) Squads that begin the round with fewer than three (3) members may add additional registered members of that squad during the round between questions until the squad is complete with three members. This is only possible for squads that begin the round with fewer than three members present at the table (for instance, because of a late arrival or illness.) Substitutes may replace another squad member at the table only between question 4 and 5 of each round.

7.20 Decorum:

a) Every effort will be made during competition to allow contestants to concentrate. No unnecessary talking or gestures should be made to, or around, contestants in competition. This is particularly important for judges, proctors, scorekeepers, timers, emcees, and coaches to note.

b) See Code of Conduct at the back of this handbook.

7.21 Proctors/Student Assistants:

a) Each school competing will be responsible for furnishing an adult proctor. Proctor assignments will be made by the host coordinator. Proctors will be assigned to proctor a school not in the proctor's school size classification if at all possible. This is to avoid a charge that a proctor tried to benefit his own school's position by his conduct with a competing school.

b) The proctor will sit at the end of the squad's table. Before the round begins, the proctor will fill in the school name and then have the squad members fill in their names on the lines provided at the top of the answer sheet. The proctor will cross-check the names on the answer sheet with the names on the team roster form, and report discrepancies to the procedural judges immediately. If all are correct, the proctor will initial the names on the team roster form.

c) If the squad captain inadvertently marks the answer on the wrong line, the proctor will warn the captain of the error and allow the same answer to be placed on the correct line. Similar subsequent errors should be referred to the Procedural Official who will on the second offense warn the captain and allow the same answer to be placed on the correct line, and on the third and any subsequent offenses disqualify the squad's answer.

d) After a correct response is given by the question reader, the proctor will mark a "+" to the left of each question number that is correctly answered, and draw a line through the entire line of the response for each incorrect answer. The proctor will then transfer the written answer to the electronic sheet, and the answer key operator will enter the correct score on the answer key electronically. All team scores will be calculated after each question, based on their responses.
e) At the end of each round, the proctor will total the score for the page by adding the number of pluses, record the squad’s regular score in the appropriate box on the bottom of the answer sheet, and record the squad’s tiebreaker scores in the appropriate boxes. The proctor will have the squad captain validate the accuracy of the score for the round against the electronic scoring document by signing his/her name on the designated line. The proctor should then sign the answer sheet to make it official.

7.22 Scoring:
   a) Every question a contestant answers correctly will be worth one point. There will be a potential of 32 points (4 rounds of 8 questions), each with four (4) tie-breakers (question #8 in each round will be a regular and a tie-breaker question). The rounds are scored cumulatively.

   b) At the Area and invitational competitions, scores will be displayed electronically. The electronic system used will automatically calculate and display scores with tie-breakers live.

7.23 Breaking Ties:
   a) In the event there is a tie score at the end of the competition, the first tie-breaker (TB-1) will be the cumulative team score of the four tie-breaker questions. Maximum score will be four (4).

   b) If a tie remains after utilizing the first tie-breaker method, the second tie-breaking procedure (TB-2) will be the number of rounds of questions with a perfect score. Maximum score will be four (4).

   c) If a tie still exists after using the first two tie-breaker methods, the third tie-breaker (TB-3) will be the number of rounds of questions with only one miss. (Perfect scores are not to be used in TB-3).

   d) If the tie for all rounds is not broken after using the three tie-breaker methods, the fourth tie-breaker (TB-4) will be the greatest number of all team questions, 1 through 32, answered correctly in succession. (Example: Question #3 is missed in the first round, but students in rounds #2-4 answer all questions correctly "in succession." Score=29.)

   e) If the tie for all rounds is not broken after using the four tie-breaker methods, the score will stand. Alphabetic order will decide who gets the awards at this time and duplicate awards will be ordered for the other squad(s). There is no "sudden death" elimination. The schools who rank below the tie will not move up in rank; i.e. schools A and B tie for first, school C finishes third, school C does not move up to second. No second place award is given.

   f) Because of the importance of question #8 in the tie-breaker process, every effort will be made to ensure these are the most challenging. A perfect score would be 32-4-4-0-32.

   g) The scorekeeper for the competition will be responsible for recording and figuring all tie-breaker scores.

7.24 Awards:
   a) Area
      1. Certificates will be awarded to all team members.
      2. Ribbons (blue, red & white) will be awarded to members of the top three teams in each enrollment classification.
      3. Participant ribbons will be awarded to the members of each team that finishes in fourth place and below in each enrollment classification.

   b) State
      1. Medals will be awarded to members of the top three teams in each enrollment classification. Medals are available for each team member up to 20 and one coach (or two if the team has two coaches). There will be no distinction for enrollment classification printed on the medals. (The first place winner in Blue Class will receive an identical medal to the first place team in each of the other four classes).
      2. Certificates will be awarded to each school that finishes in fourth place through tenth in each enrollment classification.
      3. Plaques will be awarded to the top three teams in each enrollment classification, i.e., Champion, State Runner-Up, and Third Place.
The Indiana Association of School Principals (IASP) sponsors various programs that benefit all students in Indiana. The IASP Department of Student Programs organizes academic competitions for elementary, junior high/middle, and high school students. By the nature of academic competitions, the atmosphere at each competition should be challenging and intense, but sportsmanship, common sense, decency, fairness, and respect should prevail at all times. These virtues should be taught to students by adults, then adhered to by students and coaches at all competition sites.

The majority of coaches and students conduct themselves in an exemplary manner and are commended for displaying positive attitudes and behavior.

The IASP Board of Directors reminds principals of their responsibility to make certain that all personnel and students conduct themselves in the proper manner at all school functions. Therefore, the board expects that all principals require coaches and students to display appropriate behavior and sportsmanship at all academic competitions. The board strongly suggests that principals share the Department of Student Programs Position Statement, Philosophy, Objectives, and Potential Outcomes of the Program with academic coaches and, in turn, the students.

If inappropriate conduct occurs at academic competitions, an incident referral form will be submitted to the IASP Program Director within 48 hours of the competition. The IASP Program Director will contact the principal with a warning (unless the situation is serious, then step two will be followed immediately.) If inappropriate behavior occurs a second time, then the principal and coach(es) will be expected to appear before a panel of IASP Board of Directors members to explain the reason for the continued inappropriate behavior. Depending on circumstances, the school and/or involved parties could be placed on probation or even lose the privilege of participating in further academic competition(s).
Indiana Association of School Principals
Academic Competition Dress Code

Academic competitions are not forums for personal statements, but rather are gatherings of talented students all with the primary objective of academic excellence. Principals and academic coaches have a shared responsibility to require and enforce standards of apparel deemed acceptable to represent their school and community. The Indiana Association of School Principals has approved the following rules for attire for students and coaches wishing to participate in academic competitions:

1. All clothing must be neat and clean.
2. If desired, team shirts or matching attire is encouraged.
3. Also encouraged are dress shirts, ties, jackets, sweaters, slacks, or dress shorts for boys; skirts, dress pants, dress shorts, blouses, jackets, or dresses for girls.
4. Jeans and shorts are acceptable for area Spell Bowl, area Super Bowl, and M.A.T.H. Bowl. **Jeans and shorts are NOT acceptable for Academic Spell Bowl State Finals, Future Problem Solving State Finals, Academic Quiz Bowl State Finals or Academic Super Bowl State Finals.**

Immediately before or during the event and awards ceremony, the procedural committee at each site will disqualify students if it determines they are wearing the following unacceptable attire:

1. Hats, bandanas, and sunglasses.
2. Clothing that advertises drugs, alcohol, tobacco, or contains explicit, suggestive, and/or offensive language or graphics.
3. Unclean or torn clothing or shoes.
4. Shirts or adornment that contain potentially pertinent information to the contest.
5. Shorts or tops that are revealing and/or not of dressed up nature.

Competing at the state finals level necessitates additional attention to apparel. Students and coaches must adhere to the aforementioned rules or face disqualification by the state procedural committee. Since these events are videotaped, publicized, and have larger audiences of a more diverse nature, principals and coaches must be especially diligent in monitoring student dress.

State Finalists must also maintain the correct team or dress clothing throughout the event and awards ceremony. **Shorts and jeans are not acceptable at any IASP state final competitions.**

Academic competitions are an extra-curricular extension of each school’s program to develop students’ academic and social standards. Therefore, these dress standards are vital to the success of the school mission and to all IASP academic events.

PLEASE NOTE: Disqualification can occur at any point for any participant during a competition or awards ceremony. Most schools comply with the Dress Code. For those few who don’t follow the rules the following is suggested:

When an individual or team is disqualified due to violation of Dress Code the following steps will occur:

1. The Procedural Official and Site Coordinator will verbally inform the coach of the reason immediately.
2. The Procedural Official and Site Coordinator will prepare a written explanation of the reason(s) for disqualification that is to be faxed to IASP at the same time as the team scores.
3. IASP will send a letter to the school’s principal stating the reasons for disqualification. It will also state that should a second infraction occur within one year of receipt of the letter, the school will be ineligible to compete for one year.
Indiana Association of School Principals / Department of Student Programs

**Dress Code Sign-Off Form**

I have read, understand, and will abide (have my son or daughter abide) by the IASP/Department of Student Programs Dress Code.

Student:

____________________________________________________________________________
Printed Name                                 Signature

Parent:

____________________________________________________________________________
Printed Name                                 Signature

Note: This will be kept on file by the academic coach at each school.