

## Hosting an A-Team Practice Session

1. The purpose of the practice sessions is to assist coaches in their selection of a team of six students to represent the school in the Polk County High School Academic Tournament (PCHSAT). The practice sessions provide opportunities for coaches to observe their students in the environment of actual competitions and for students to gain competition experience.
2. The host school is responsible for providing the facility, question reader, scorekeeper(s) and subject-area judges. The host school should provide the visiting schools information on parking and directions to the site of the competition, i.e., media center, cafeteria, etc.  
Game boxes (buzzer system) checkout is arranged by phoning Lisa at (968-5168). PLEASE MAKE ARRANGEMENTS FOR SECURING THE SYSTEM AT LEAST ONE WEEK PRIOR TO YOUR HOST SESSION. Notify Lisa if the system is malfunctioning. **THESE ARE NOT SENT THROUGH THE COURIER.**
3. **Designated** materials will be sent to the host school one week prior to the scheduled date and will include:
  - One set Practice Round Questions
  - One copy *Question Reader Responsibilities*
  - One copy *Judge Responsibilities*
  - Tournament Score Sheets* w/space for AC scoring
  - One sample *Tournament Score Sheet*
  - Periodic Tables--to be placed one per table
  - Formulas Chart--to be placed one per table
  - One copy of *Rules for the Commissioner's Academic Challenge*
  - Pencils
  - file pockets of handouts—Round 5 only—file pockets and red sleeves to be returned to Lisa with score sheets
4. Coaches of host schools should give the reader the envelope containing these materials, and the reader should remove the question set and reader responsibilities sheet. The coach should then make adequate copies of the *Judge Responsibilities* for the subject-area judges, recruited by the host coach--one teacher from each of the four major subject areas plus a fine arts/humanities and a foreign language teacher.
5. Schools may carry more than six team members during the practice sessions. **Each team member must wear a numbered badge for all-county team selection information.**
6. Each practice session consists of sixty (60) questions and two tie-breaker questions, the exception being the 5th session. Substitution of team members with no coaching is permitted after questions 10, 30, and 50. Two-minute breaks for coaching and substitutions occur at the end of the 5- and 10-point question rounds, i.e. after questions 20 and 40. An additional two-minute break with coaching and substitutions occurs after question 60, if the scores are tied. Tied scores not broken after two questions remain tied.
7. The host school must provide **one** graphing calculator cleared of memory per team. *These must all be of the same model.* If one calculator per team is not available, then no team is allowed the use of a graphing calculator. **Contact Lisa at (968-5168) if you need graphing calculators. All students may use their own non-programmable scientific calculators but not their personal graphing calculators.**

8. If you need a reader or graphing calculators, contact Lisa at (968-5168) *at least one week prior* to your session. Coaches hosting the future rounds of competition may be instructed to take the Academic Competition Department game box and/or calculators from the current host to save transporting the system.
9. The sessions are to begin at 3:30 PM. *Teams that arrive late may enter the session in progress.*  
Sessions may begin earlier than 3:30 PM ONLY if ALL schools are present.
10. Use the rules for the *Commissioner's Academic Challenge* as they apply.
11. **No later than one week after the completion of the practice session, the host school coach must send the score sheets to Lisa Rawls for verification of participation.**

Courier:

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