Dear Cavalier Speech and Debate Family,

My name is Mackenzie Marquess and I am the new Lake Travis High School Speech and Debate Coach. I am a first year teacher and coach and I am so excited to be here! I have heard nothing but wonderful things about all of these debaters and I have already witnessed some pretty great things myself. I am eager to see all that we can accomplish this year. I know I am stepping into a wonderful program full of smart and hardworking kids. I am looking forward to teaching them and watching their growth throughout the year.

I think that speech and debate is a truly wonderful activity that teaches students valuable skills and lessons they will use for the rest of their lives. I know that with a new coach this year may be a little more difficult. Transition periods are always hard. While there will be a lot of changes coming this year, one thing you can all count on is a caring and hardworking coach. I will do my best to ensure that every student is given all the attention and opportunities possible. I know we have been a successful team in the past, both at tournaments and as a wonderful support system for one another, and I intend on carrying on that tradition. Please let me know if you have any questions or concerns as we make this transition together.

I want to thank you all ahead of time for being patient with me in my first year of teaching. I am excited to learn and grow with everyone else. I am also incredibly excited to see the leadership coming out of our varsity and senior members. This year will be a wonderful opportunity for them to leave their mark on this program and impact its growth and success for years to come.

I am excited to take on this adventure with all of you!

Mackenzie Marquess
marquessm@ltisdschools.org
PHILOSOPHY OF THE LAKE TRAVIS HIGH SCHOOL SPEECH AND DEBATE TEAM

ETHICS AND STANDARDS - Students on the LTHS Speech & Debate Team are to uphold the highest ethical standards in the classroom, in the community, and in competition. Unethical behavior by one person reflects upon the entire group. An ethical reputation is difficult to earn and easy to lose. Good character and integrity are the most important things we teach. Both attitude and behavior reflect good character. Members of the LTHS Speech & Debate Team are to conduct themselves in a professional and mature manner at all times. This attitude should be reflected in competition as well.

YEARLY FEES - To cover tournament fees for the year, team members will be asked to pay a fee upfront for participation in the class and on the team. The fee for novices is $100. The varsity fee is $250. If you have a problem paying these fees please email Ms. Marquess ASAP. Checks should be made out to “Lake Travis Speech and Debate.”

GRADES AND ATTITUDE - Your work outside of the Speech & Debate Team is extremely important. Team members should strive to maintain high grades and demonstrate a good attitude in other classes. You are responsible for any work missed when you attend a tournament. Any indication from another teacher that you have failed to do this would violate this. You will need to make arrangements with your teachers in advance. Students should be aware of state and local guidelines regarding grades, attendance, and eligibility. Schoolwork comes before competition. By the end of the nine weeks, all the grades of all competitors must be 70 or above, regardless of the class. Grades will be checked every three weeks. At the same time, students should not compromise their commitment to the team because they are behind in their studies.

TEAM UNITY - Team unity is an essential part of the Lake Travis Speech and Debate Team. We are a family. In order to function as a member of the team, you must accept and work with other members. We critique each other and help other members of the team as much as possible. Arrogance, selfishness, ingratitude and other boorish behaviors have no place on our team and will not be tolerated. All team members are to be supported and respected.

EDUCATIONAL EXPERIENCE - Speech and Debate tournaments are designed to be educational experiences. Winning is fun, but it is not the only goal. Students who are interested in winning at all costs should find another activity. We will win because we are prepared, have worked hard, and have learned from our mistakes. Students should continue to work on improving their own skills regardless of their win/loss record.
GOOD SPORTSMANSHIP - The purpose of forensic competition is to promote education. Winning is desirable; however, losing is beneficial also. Students should learn from mistakes made in a round. Students should never be rude in a round, argue with a judge, or be poorly behaved at an awards’ assembly. Refusal to show respect to opponents, judges, and coaches is unacceptable.

DROP FEES - Tournaments have deadlines by which schools must enter. They also have deadlines for schools to drop entries without a financial penalty. If a student or team drops out of the tournament after the deadline, the school is assessed a fee for dropping the entry - commonly called - a drop fee. If a student drops from a tournament after the deadline for withdrawing without penalty, he or she is responsible for paying all costs associated with that drop, including any forfeited entry fees, penalties or late charges. This includes anyone who drops out due to unforeseen circumstances, or the coach’s decision. Of course in case of family emergencies (illness, deaths in the family, etc.) we will be sensitive to those situations. Fees and penalties for drops must be paid before entering any other tournaments. If a student who competes in a partnered event drops out from a tournament, he or she will also be responsible for paying the drop fees associated with his or her partner dropping from the tournament.

DRESS CODE - According to a Princeton study, average humans decide the trustworthiness of an individual within a tenth of a second! That doesn't give us much time to help formulate that decision in the minds of judges. Appearance and apparel help to convey a trustworthy and professional reflection of everyone, so it's important for each individual to look professional at every tournament. The easy rule of thumb is at minimum, dress as you would for a college interview. All students are required to remain in tournament attire until the completion of the award ceremony. If students arrive out of dress code, they will not be allowed to compete and will be responsible for paying drop fees.

- Ladies
  - Professional dress
  - Skirt or pants suits
  - All skirts/dresses must be appropriate length (knee-length)
  - Low cut or tight blouses are not permitted
  - All suit jackets must have a tank top or blouse underneath
  - Open-toed shoes and sling backs are not acceptable

- Gentlemen
  - Professional suit. This includes: a button down, collared shirt; a jacket; a tie; and dress pants.
  - Must wear socks with dress shoes
  - Belt and shoes should match
• All
  o No distracting jewelry or makeup
  o Hair must be worn out of the face and in a manner that is not distracting

TRANSPORTATION ETIQUETTE - Traveling to tournaments both in state and out of state, team members should continue to uphold the standards of Lake Travis Speech and Debate. All team members should be respectful of their chaperones, whether a teacher or a parent. Students that are transported to tournaments via parent carpool should not eat or drink in the parent’s car and be appreciative of the parents who are volunteering their time to help the team.

TOURNAMENT PARTICIPATION - All members of Lake Travis Forensics are expected to participate in tournaments. Debate 1 students will be expected to compete once a semester. Varsity competitors will be expected to compete twice a semester. Tournament Participation will be a part of your class grades for the year. Because there are a limited number of UIL District team entries, students are not guaranteed a chance to compete at UL tournaments in second semester. It is, of course, more beneficial to participate in as many tournaments as possible. If a student is not dressed according to the standards (see guidelines), he/she will not be allowed to participate at that tournament and will be responsible for reimbursing any drop fees charged to Lake Travis Forensics by the tournament host. If a student signs up to attend a tournament and then does not arrive on time to attend, the student will be responsible for reimbursing any drop fees for that tournament.

ROUND ETIQUETTE - Lake Travis debaters should conduct themselves as outstanding representatives and role models of the school. You should always be respectful to your fellow competitors, your judges, and tournament volunteers. Speech and debate is a unique activity that attracts all types of students and acts as an emotional and creative outlet for many.

Rudeness, bullying, and harassment of any kind will not be tolerated. We expect our students to advance past preliminary rounds, however, if you do not advance, you should support a teammate by watching their elimination round or a round from the event you primarily compete in. If you choose to watch a round, you should stay for the entire round and be respectful of ALL the competitors. This means applauding when appropriate, waiting to enter the room when there is a break in performance, and actively listening - no texting or side conversations. If you are watching a TFA elimination round, you are expected to flow and/or take notes of the performance. If you are watching a UIL elimination round, you are expected to pay close attention but UIL rules prohibit any sort of note taking.

COMPETITION AND TRAVEL - It is our philosophy that healthy levels of competition, whether at local, regional or national competitions, are important to challenge students. The expectation of the coaching staff is that all students will compete at all levels of tournaments. We must focus on excelling at local
and regional events, in addition to national ones. Students eligible to attend out of state tournaments are required to make all necessary arrangements to ensure the team all travels together.

HOTEL GUIDELINES - You will be assigned a room and you may not change rooms without the coach’s permission. Changes will be made only in extreme situations.

1. If there is a problem with your hotel room, notify the coach upon arrival.

2. Members of the opposite sex are not permitted to be in the same hotel room at any time.

3. Be in your room and do not leave after the appointed room-check time.

4. Do not allow anyone into your room that is not a part of our group.

5. Be respectful of your roommates.

6. Do not vandalize any hotel property.

7. Do not make long distance phone calls or unnecessary internet and TV purchases.

If you would like to obtain more information about specific events and/or competitive speech and debate circuits please refer to the “Debate” page under "Activities" on the main High School website.

CONSEQUENCES

Failing to follow any of the Philosophies (above) or Rules (below) will cause a student to receive ‘peaches.” Each peach will result in different consequences.

1st Peach - Removal from upcoming tournament roster, students and/or parents will be required to pay drop fees if this infraction occurs within the drop period of this tournament.

2nd Peach- Ineligibility for tournaments outside of the Austin metroplex as well as state and national tournaments. If you hold an officer or captain position then you will be removed from that position.

3rd Peach - This results in an impeachment from the LTHS Speech and Debate Team and the debate class.
LAKE TRAVIS HIGH SCHOOL SPEECH AND DEBATE TEAM RULES

1. All students must adhere to Lake Travis High School policies; in addition all State and Federal laws apply at all times, even if a student is not involved in a debate-related activity. If the infraction happens during a time where the student is under the purview of the school, the coaches will handle violation of any policies with appropriate school (district) officials/law enforcement officials. Any policy violation may result in immediate probation/suspension or removal from the team in addition to normal disciplinary procedures.

2. Activities, included but not limited to, the use of tobacco and alcohol (or use of any other non-prescription drugs), gambling, harassment of another individual for any reason, assault with objects or in general, theft, or acts of vandalism will not be permitted. Violation of these rules will result in a reduction of your travel schedule, suspension/removal from the team and/or discipline by the administration. The coaches should be apprised of any prescription drug use occurring during tournaments. In addition, Lake Travis students involved with the debate team must not be in a location where students from other schools or students from Lake Travis are involved in illegal/inappropriate/illicit activities at any time. In addition, the debate coaches believe that any use of alcohol, illegal drugs, tobacco or the abuse of prescription drugs on or off campus is contrary both to the health and fitness of individual team members and to the purpose, image and long term health of the debate program. This agreement extends to summer workshop activities as well. Therefore, in view of the necessary commitment for individual and team success, Lake Travis from this point forward, expects that debaters abide by certain rules of behavior in order to ensure the greatest physical, mental and emotional wellbeing of all debaters. Proclamations of — "I was there but I wasn't partaking" will fall on deaf ears. Being at a location where illegal/illicit activities occur makes you culpable and subject to actions by the coach. You are not to be around behaviors listed above or others that your parents, the coach and school administrators would disapprove of. If you are caught in a compromising position, your status on the team will be impacted.

3. Respect for coaches and team members will be maintained at all times. Refrain from profanity, vulgarities and offensive language or humor. Any activities that might create or contribute to a hostile or uncomfortable environment will not be tolerated. Any reports of sexual harassment, sexual assault, or violence of any kind will immediately disqualify the offending student(s) from traveling with the Lake Travis debate team and competing in any tournaments as a Lake Travis debater.

4. No trading of evidence or other types of bargaining arrangements (including letting people borrow files to use against other schools) is never permitted without permission of Ms. Marquess.

5. Promptness is key. Arrive 15 minutes before the scheduled round start time. It is your responsibility to be on time. STUDENTS WILL FORFEIT THEIR PRIVILEGE TO COMPETE IF THEIR TARDINESS JEOPARDIZES OTHER MEMBERS OF THE TEAM.
6. All students must perform or practice ALL of their tournament events for Ms. Marquess no more than 2 weeks prior to the competition you are attending. Refusal to do so or inability to by the Wednesday afternoon prior to the tournament will lead to you being dropped from this tournament, and the student and/or parent will be responsible for paying tournament drop fees.

7. No one will be permitted to leave the tournament site during debate tournaments without express consent of the adult(s) in charge. Team members are expected to arrive and depart from tournaments with the team, whether it be on a bus or an official parent carpool, unless prior approval has been obtained directly from the coaches in charge. Approval to have one’s parents pick them up from the tournament outside of the carpool system must be obtained in writing from Ms. Marquess at least a week in advance of the tournament, any requests made the week of will not be honored.

8. When qualifying for a state or national tournament, all students must prefer or “pref” a partnered event, even if that means dropping other events.

9. All tournament host rules must be followed. If a complaint from a tournament host arises, the student’s parents will be notified in order to pick the student up. Any tournament drop fees resulting from this infraction will be charged to the student.

10. Families are responsible for all drop fees, transportation, and other travel expenses they incur due to illness, conflicts, disciplinary actions, etc.

11. Competitors will NOT be permitted to purposefully lose or “drop” to competitors from other schools.

12. A competitor MUST receive written consent from Ms. Marquess in order to be coached by others or to coach people from other teams. Our number one goal is our own team before any other.

13. Students who qualify for any Region, State, or National tournament must compete. If you are unable to attend these level tournaments you should not compete in the qualifier in fairness to other competitors.
I have read all the rules and regulations contained in this handbook as well as the syllabus for my students appropriate class, and I agree to abide by these mandates and have attached a check made out to “Lake Travis Speech and Debate” for $100 if my student is enrolled in a novice class or $250 if they are a varsity member to cover entry fees for their required tournament participation. I understand that should I choose to break any portion of the rules listed within this handbook or the syllabus, I may be placed on team probation (which could possibly affect my grade), face disciplinary action, or be expelled from the team. I also understand that should I commit a severe offense at a tournament location (coach’s call) my parents will be notified immediately and asked to come and remove me from the tournament site at their expense.

________________________________________  ________________
Student’s Signature                     Date

I have read the rules and regulations listed in this handbook as well as the syllabus and understand that should my child choose to break any portion of these rules, that my child may be placed on team probation (which could possibly affect his/her grade), face disciplinary action, or be expelled from the team. I also understand that should my child commit a severe offense at a tournament location (coach’s call) I will be notified immediately and asked to come and remove my child from the tournament site at my expense.

________________________________________  ________________
Parent’s Signature                     Date

________________________________________
Parent’s Name Printed

May I place photos of your child on my school websites?
Yes or No (Please Circle One)

May I use “GroupMe” as a form of contacting your child for school related reasons?
Yes or No (Please Circle One)
Travel Permission Form

Attached is a tentative list of the tournaments that the LTHS Speech and Debate Team plans to attend this school year. Please keep in mind that the dates and locations of tournaments are subject to change. Please note that the UIL District, Regional, and State Meets as well as TFA State and NSDA Nationals are mandatory tournaments should a student be chosen to represent the team/qualify. Students should keep those dates open due to the fact that they may be called upon to perform at any time and/or may be required to act as a timekeeper or runner at these important events.

I give my son/daughter permission to attend the tournaments in which he/she chooses to enter. I understand that if my child enters a tournament and drops for any reason that I will be responsible for paying any and all drop fees incurred due to that incident.

________________________________________  ___________________
Parent’s Signature                          Date

________________________________________
Parent’s Name Printed

________________________________________  ___________________
Emergency Contact Number                     E-mail

I understand that if I enter a tournament it is my responsibility to practice and polish my performance on a daily basis. Ms. Marquess must see me perform each of my events at least once (but more if requested) in its entirety prior to the tournament day. I also understand that if I drop from a tournament for any reason my parents and I are responsible for the charges incurred.

________________________________________
Student’s Signature

________________________________________
Student Printed Name

________________________________________  ___________________
Student Email                               Date
2018 — 2019 Transportation Permission Form

Please initial beside the appropriate statements.

___________ My child is allowed to ride with a Lake Travis parent.

___________ My child is allowed to drive their own vehicle to tournaments, when necessary.

___________ My child is allowed to drive OTHER LAKE TRAVIS STUDENTS to tournaments, when necessary. (This applies to parents of Seniors only)

___________ My child is NOT allowed to ride with another student.

________________________________________
Parent’s Signature

________________________________________
Printed Parent Name

________________________________________
Cell Phone Number

________________________________________
Student Name

________________________________________  _________________
Cell Phone Number  Date
Random Student Drug/Alcohol Testing Authorization

<table>
<thead>
<tr>
<th>Student Name (last)</th>
<th>(first)</th>
<th>(middle initial)</th>
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</thead>
<tbody>
<tr>
<td>Grade</td>
<td>Student ID #</td>
<td>Date of Birth (mm/dd/year)</td>
</tr>
<tr>
<td>Name of Parent/Guardian</td>
<td>Telephone Number</td>
<td></td>
</tr>
</tbody>
</table>

I acknowledge that I have received a copy of the Lake Travis Independent School District’s Random Drug/Alcohol Testing Program. I recognize and understand that my child could be randomly selected to provide a saliva sample for drug/alcohol analysis and may be required to provide additional urine samples during the school year following positive results. The Parent/Guardian will be notified by school messenger if their child is selected for testing. Follow up phone calls will only result upon positive tests.

_____My child does NOT take any prescription medication on a permanent basis.

_____My child does take prescription medication on a permanent basis. Listed below are the prescription drug(s) and dosage(s) that my son/daughter takes.

<table>
<thead>
<tr>
<th>Prescription Name</th>
<th>Dosage</th>
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</tbody>
</table>

Student Authorization

I, the above named student, understand that out of care for my health and safety and that of other students, the District has implemented a voluntary drug testing program. As a member of the group, I consent to any such testing conducted as part of the District’s drug/alcohol testing program, and fully understand its provisions.

Signature of Student ___________ Date ___________

Parent/Guardian Authorization

As the parent(s)/guardian(s) of the above-named student, I/We consent to any such testing conducted as part of the District’s voluntary drug/alcohol testing program. We have been given the right to ask questions about the drug/alcohol testing program, and fully understand its provisions.

Parent/Guardian Signature ___________ Date ___________

Print, complete and submit the form to Lake Travis High School Assistant Principal Roy Hudson.

2/1/16
Lake Travis High School Speech and Debate
2018 – 2019 Tournament Schedule

August 31 – September 2
Hendrickson HS

September 21 – 22
Anderson HS

September 28 – 29
Westlake CSA Swing

**October 12-13**
Reagan HS*

October 19 – 20
Austin SFA

November 3
Bowie HS

**November 8 – 9**
Hockaday Round Robin*

November 30 – December 1
San Marcos HS

**December 7 – 8**
UT Austin Tournament*

December 14 – 15
Lake Travis HS

January 7 – 9
UIL Congress State

**January 11 – 12**
Churchill HS*

January 18
UIL CX District*

February 2
Hays HS TFA

February 9
Claudia Taylor HS TFA

February 14 – 18
Harvard Tournament*
March 1 – 2  
NSDA Qualifiers*

March 14 – 16  
TFA State

March 22 – 23  
UIL CX State

April 2  
UIL Speech & Debate Districts*

April 27 – 29  
UK TOC

May 29 – 30  
UIL Speech & Debate State

June 16 – 21  
Nationals

*Apply to Attend
Schedule is subject to change.