

REGION ONE ESC BATTLE OF THE BOOKS MANUAL



Region One ESC
**Library Services
& Instructional
Resources**

"There are many little ways to enlarge your child's world.
Love of books is the best of all."

–Jacqueline Kennedy Onassis



Preface

The purpose of this manual is to provide an orderly framework for conducting Battle of the Books (BOB) competitions at every competition level. Each school, district, or charter system using this manual should meet within their system to share in the planning for school, district, or charter system battles and to review the organization, procedures, and rules carefully.

Spring 2020

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Chapter 1: Introduction

In the Fall of 2014, Region One ESC school library leaders expressed an interest in taking their district competitions to the next level by hosting a regional grand championship Battle of the Books competition. Plans were laid to encourage more schools and districts to begin implementation of their own book battle. Permission was granted December 12, 2016 to use the phrase Battle of the Books. (Appendix K)

In December 2016 a small committee convened to establish the ground rules for a regional Battle of the Books competition. The committee members included: Dahlia De La Cerda, Mercedes ISD; Mireya Galvan, Harlingen CISD; Nora Galvan, PSJA ISD; Brenda Huston, McAllen ISD; Marina Lopez, Edcouch- Elsa ISD; Armando Sierra, Mission CISD; and Ann Vickman, South Texas ISD. The group was facilitated by Dr. Laura Sheneman, Region One ESC's Coordinator of Library Services and Instructional Resources and Fabiola Fuentes, Program Assistant.

The following manual was modeled after North Carolina School Library Media Association's Battle of the Book manual. Permission was granted January 4, 2017 to copy and customize their manual for Region One ESC's Battle of the Books. (Appendix L) Our manual was created and goals were set to host the first annual regional Battle of the Books during the 2017-2018 school year.



Philosophy

The philosophy of the Battle of the Books program is grounded in national and state level standards and guidelines. We seek to further two of the [common positions](#) of the American Library Association that life-long readers (students) must have access to opportunities specifically designed to engage young people in reading and schools should create an environment where independent reading is valued, promoted, and encouraged

As well, the School Library Programs: Standards and Guidelines for Texas were designed with the Texas State Board for Educator Certification Guidelines for Certification of Texas School Libraries which outlines 6 major components of [learner-centered school library programs](#). The Battle of the Books Competition supports our standards and guidelines standard 3: Reading.

As such, we sponsor programs such as the Battle of the Books as a service to our constituents: School Librarians and the students in their individual school districts. This program serves our goals to encourage reading by all our students and aides in the development of exemplary school libraries.

Region One ESC school library leaders believe that encouraging students to read for pleasure and to gain information is fundamental to literacy. Learning to work with others in a team environment is vital. Region One ESC school library leaders also believe in the

value of exposing students to a variety of genres to expand their choices of reading materials. They believe there are short and long-term benefits when students have fun competing with their peers in an academic literacy competition. However, even during the height of the competition, students and coaches should remember that the goal is to READ, not necessarily to win!



Purpose

To promote school librarianship while encouraging a relationship with school librarians through reading.

To encourage strong school library media programs for the benefit of young readers.



History

According to America's Battle of the Books' website "battle of the books" reading competition programs have been used in schools for more than one hundred years. <http://www.battleofthebooks.org/mission/> The history of Battle of the Books in South Texas is much younger. Previously, several Region One districts established district level reading competitions. These trailblazing districts include La Joya ISD, McAllen ISD, Mission CISD, Mercedes ISD, PSJA ISD, San Benito CISD, and South Texas ISD.

Chapter 2: Organization

The Region One ESC Battle of the Books is open to participating members of the Region One ESC Library Services and Instructional Resources Cooperative. The regional Battle of the Books is organized at the local level by the participating school system and at the regional level by a Regional Committee selected by the Region One ESC school library district leaders.



Responsibilities of the Local School System Committees

In addition to the primary responsibilities below, this committee is also responsible for coordinating awards, officials, publicity, and the competition sites for their local event. Meetings are held as needed for organizing the school system level of the Battle of the Books program.

Primary Responsibilities of Local School System Committees

1. Promote and organize a Battle of the Books reading incentive program for students in grades 3-12. (Elementary, Middle School/Jr. High, and High School)
2. Schedule planning meetings for schools and/or school systems that plan to participate in the program.
3. Develop a local method to distribute information within the local school system and/or participating school.
4. Provide information to new participants.
5. Conduct an evaluation of the campus/district program to make recommendations for revisions. (Recommended)
6. Appoint coordinators/assistants, as needed, to the areas of responsibility, such as Awards, Event Officials, Publicity, and Site.

Local Awards

The Regional BOB Committee will provide certificate masters for both school system level and regional battles. It is recommended that the regional awards be an Olympic-style medals for the first-place team along with a traveling trophy. System level awards could be a traveling plaque, trophy, or whatever the system decides.

1. Certificate masters may be downloaded from the Region One ESC BOB website.
2. Funding for awards at the school system level is the responsibility of participating schools.

Local Officials

Each system coordinator will contact and secure all officials for their local event and advise the officials of their duties. The officials for the Battle should be knowledgeable of and have an interest in children's and young adult literature. No student officials are permitted.

Recommended officials and roles, to be modified by districts as needed:

1. Secure three (3) judges whose duties are to:
 - a. Monitor behavior of competing teams (one designated judge).
 - b. Supervise team rotation (one designated judge).
 - c. Validate all answers (one designated judge).
 - d. Make decisions regarding challenges to procedures or time. Judges will confer before reaching a decision.
2. Secure one (1) moderator whose duty is to:
 - a. Review rules and questions before competition begins.
 - b. State team member's name; read each question; again, state team member's name or somehow indicate beginning of time. Moderator may repeat question, if requested.
 - c. Confirm correctness of answer (subject to validation by judges). Judge should share correct answer after team is unable to give correct answer.
 - d. Announce scores at the end of each round.
3. Secure two (2) scorekeepers whose duties are to:
 - a. Post a score for each team point.
 - b. Post scores at each round completion on score chart and/or an electronic scoreboard.
4. Secure two (2) timekeepers whose duties are to:
 - a. Signal end of 20 seconds if answer has not been initiated by team.
 - b. Signal end of 10 seconds if answer has not been initiated by team.
5. Secure two (2) ushers (if needed) whose duties are to:
 - a. Distribute programs.
 - b. Supervise traffic at door(s).
 - c. Assist with seating.

Local Publicity

This area of responsibility provides information regarding Battle of the Books. It is recommended that a representative from each participating school or school system participate in local publicity.

1. Collect photographs and articles from participating schools.
2. Write articles for media/education publications.
3. Compile archives (notebook/electronic) of activities, mailings, minutes, etc.
4. Compile and distribute contest program.
5. Participating schools or systems may download the Battle of the Books manual from the Region One ESC website.

Local Site

This area of responsibility provides coordination at the site chosen for the Battle of the Books.

1. Prepare tables and chairs for contestants, judges, timekeepers, speakers, scorekeepers, and coordinators.
2. Obtain materials and facilities needed for the contest.
3. Provide a copy of each book from the official list for use by team members and judges in resolving challenges.



Responsibilities of the Regional Battle of the Books Committee

The Regional Battle of the Books Committee consists of a chair (designee from Region One ESC) and representatives from participating school systems in the region, who serve as district liaisons and assist in the development of items for each annual competition. In addition to the primary responsibilities listed below, this committee is also responsible for coordinating awards, officials, publicity, and the site for the regional Battle of the Books competition. Committee members will participate at their own or district's expense.

Primary Responsibilities of the Regional Committee

1. Develop an official booklist prior to TLA each year.
 - Determine number of books to be on list (5-8 titles per competition level).
 - Collect suggestions for titles from interested persons and participating schools.
 - Check availability of titles.
 - Select books for booklist.
 - Help publicize booklist.
2. Create and edit questions to give to the Region One ESC BOB chair.
3. Help organize and direct the Battle of the Books regional competition.
4. Revise Battle of the Books Manual, as needed.
5. Evaluate the Battle of the Books regional competition.

Chapter 3: Procedures



Guidelines for Participation in Battle of the Books

Eligibility Guidelines for Participation

All guidelines must be met to participate in the Battle of the Books program. The participants must be:

1. A public, charter, or independent school with students in grades 3-12 for the current year of participation.
 - For Region One ESC Library Services and Instructional Resources Cooperative members only
 - Public school districts, must be able to travel to Region One ESC for the final competition at their own expense
 - Charters will be treated like public school districts, must be able to travel to Region One ESC for the final competition at their own expense
 - Private Schools will be treated like public school districts, must be able to travel to Region One ESC for the final competition at their own expense
2. A school with a library/instructional resource center that:
 - Provides the resources necessary for participation
3. District/Charter/Private School competition coordinator designee will ensure that the advancing campus/district team meets all competition requirements as stated in this manual

General Guidelines

1. Competition Levels:
 - Elementary participants – 3rd – 5th, as determined by the local competition coordinator
 - Middle School/Jr. High – 6th – 8th, as determined by the local competition coordinator
 - High School – 9th – 12th, as determined by the competition local coordinator
2. All participants must be a full-time student, passing all classes with a 70 or above in grades 3-12, attending a public, charter, or independent school in which they are enrolled for the current school year.
3. Each team must have at least one Battle of the Books (BOB) sponsor/coach who is a district employee.
4. Each school system may send only one team per competition level to the regional competition.
5. Competition level teams must consist of a minimum of 3 students with one alternate allowed. No substitutions will be accepted once the team roster has been submitted to the Regional Coordinator. Teams not meeting the 3-student minimum forfeit their opportunity to compete at the final regional competition. The alternate may attend the regional competition

in case their assistance is needed. Alternates may be allowed to substitute for another player at a time designated by the Region One ESC BOB Chair.

6. The BOB Committee has the authority to refuse to allow a team to participate in the event due to unsportsmanlike behavior or other extenuating circumstances.

7. In the event of a situation that is not specifically addressed in the BOB rules, THE DECISION OF THE JUDGES IS FINAL.

8. At competition, teams are encouraged to wear BOB team or school shirts; however, shirts **MUST NOT** display the titles or authors of books, or quotes from books on the current BOB booklist. **Only competing team members and sponsors/coaches are permitted to wear team shirts at competitions.**

9. Appropriate attire is required.

10. Local competition coordinator must submit all **registration forms** by the deadline to the Regional Coordinator in the Region One ESC Department of Library Services and Instructional Resources. At this time, all requests for **student accommodations** must be submitted as well. Please note that **sponsor/coach** names will be submitted at the same time. Sponsors/coaches must attend the regional BOB with their students.



District Level

Teams will compete at their own expense (Considerations: food, substitute teachers, transportation, if needed).

Campus Level Coaches

1. A School Librarian must directly supervise, administer and coach the Battle of the Books team but **MAY** designate other school employees to assume specific duties.

2. Provide books for the students to read.

3. Organize the school program (during lunch, club periods, after school, during designated reading classes, etc.).

4. Provide coaching sessions.

5. Select team members.

6. Send compliance form to district level coordinator by the published deadline.

7. Read ALL the selected books.

8. Assist with practice question preparation.
9. Model good sportsmanship.

Participants

1. All those participating must be a full-time student, passing all classes with a 70 or above in grades 3-12, attending a public, charter, or independent school in which they are enrolled for the current school year.
2. Read books and prepare for competition.
3. Practice teamwork and good sportsmanship.
4. Attend practice sessions.
5. Write personal and team practice questions (optional).

Local Coordinator

1. Handle all publicity related to the district level event, such as press release about upcoming event, results, etc. Select date, time, and place for district competition prior to the regional competition.
2. Organize the contest. Invite judges, timekeepers, scorekeepers, moderator, and ushers to participate.
3. Secure district level competition questions from the Regional Battle of the Books Committee Coordinator. Local coordinator will need to print and prepare the questions for use in the district competition. Districts may opt to use their own questions for the district competition.
4. Meet with the coaches prior to the local competition to review rules and organize participants.
5. Meet with the judges prior to the local competition to review rules, questions and answers.
6. Prepare and present the certificates to the participants.
7. Prepare the packets of contest materials (nametags, name cards, programs, etc.).
8. Invite public library staff members to assist with the competition (optional).
9. Ensure that each judge has access to assigned books and questions during the competition.

Recommended Local Contest Procedures

No student officials are permitted.

1. Judges (3)
 - a. Must have read the competition titles.
 - b. Monitor behavior of competing teams and coaches
 - c. Supervise team rotation
 - d. Validate all answers
 - e. Make decisions regarding challenges to procedures or time. Judges will confer before reaching a decision. Judges' decision is final.
 - f. Lead judge communicates with moderator and local district competition coordinator.
2. Moderator (1)
 - a. Review rules and questions before competition begins.
 - b. State team's name; read each question; again, state team's name to indicate beginning of time. Moderator may repeat question, if requested.
 - c. Confirm correctness of answer (subject to validation by judges).
 - d. Announce scores at the end of each round.
3. Scorekeepers (2)
 - a. Post a score for each team point.
 - b. Post scores at each round completion on score chart and/or electronic scoreboard.
 - c. Change team names at end of each round (if applicable).
4. Timekeepers (2)
 - a. Signal end of 10 seconds if answer has not been initiated by team.
 - b. Signal end of time if answer not provided by team.
5. Ushers (2 optional)
 - a. Distribute programs.
 - b. Supervise traffic at door(s).
 - c. Assist with seating.

Recommended Materials and Site Considerations

1. Materials
 - a. Electronic or manual scoreboard
 - b. Team name cards (bold, legible print to be easily read at a distance)
 - c. Team name card stating the name of the school and/or the school system (for regional competition)
 - d. Desk bell or sound device (used by the timekeeper to signal the end of the 20 seconds)
 - e. Stopwatches (2)
 - f. Certificates and awards
 - g. PA system

h. Printed programs

2. Site Considerations

- a. Area large enough to seat the teams, contest officials, and the audience
- b. Reserved section for the teams and the coaches (optional)
- c. Recommended physical arrangement for the contest (See Appendix D)
- d. Other considerations:
 - parking
 - bathrooms
 - water fountains
 - temperature control
 - lighting
 - acoustics
 - PA system
 - water by the podium for the moderator
 - breaks as needed
 - snacks and/or lunch
 - refreshments for officials (water, mints, etc.)



Regional Level

Teams will compete at their own expense (Considerations: food, substitute teachers, transportation).

Battle of the Books Regional Committee

1. Announce the date, place, and time.
2. Develop questions from the identified Regional Battle of the Books.
3. Publicize the event.
4. Assist with facilitating the regional competition.
5. Evaluate the competition.

Regional Coordinator

1. Work with regional PR designee to develop a press release for competing districts to distribute.
2. Facilitate the Regional Battle of the Books Committee.
3. Collect and disseminate relevant forms and information to district coordinator.
4. Liaison with the host site for all event preparation

Contest Procedures

Same as the system level procedures.

Materials and Site Considerations

Same as the system level materials and facilities.

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Chapter 4: Battle of the Books Rules

1. A team will consist of 3 members and one alternate. A team will only play 3 members during a round. Emergency substitutions will be allowed between rounds only. Violation of this rule will result in a team's immediate disqualification from the competition. A planned substitution opportunity will be scheduled by the Region One ESC Regional Chair.
2. Order of play will be pre-determined by the competition coordinator(s).
3. The committee will determine if playoff brackets will be needed to manage the number of districts per round. Number of rounds will be predetermined by the regional Battle of the Book chair and committee members.
4. A round will consist of **questions from one competition title at a time. For example, all teams will consecutively answer a question about book #1 before moving on to the next round about book #2.**
5. Depending on group size, **a round for each book may consist of 1 or more questions per competition title.** For example, if group size and question count allow, a round for a book may result in each team answering one question each about the book; and then cycle through with a second question about the same book.
6. The moderator will say the team name, state the question, and announce that the team's timer has begun. A team captain must be designated to answer the question; 20 seconds will be allowed to start the answer. The team may not confer until the moderator announces that the timer has begun.
 - a. If any coach or member of a team confers or appears to confer at an inappropriate time, or displays unsportsmanlike conduct, the team will receive a warning from the judges (see Appendix H).
 - b. Additional offenses will result in the offending team forfeiting its opportunity to respond.
7. Each question and answer will be valued at the same amount of points. No questions will be valued as more or less points than the others.
8. Each team will compete with all other teams. The team having the highest cumulative score at the end of all rounds will be declared the WINNER. In the event of a tie, the tiebreaker rule will apply (see below). **Teams must compete in all scheduled rounds. If a team leaves prior to completing their scheduled rounds, all rounds in which they competed will be deleted from final scoring.**
9. The coaches will accompany their teams and sit in the designated seats while their teams are competing. Except for tent cards and team posters, team members and coaches may not carry any materials into the designated competition area.

10. Conferences between team members and their coaches will be prohibited during rounds. However, conversation will be allowed during the interval between rounds and at scheduled breaks.
11. Audience behavior expectations: no audible prompting or the question will be disqualified, no texting scores, no cheering during the competition, no standing behind the team. These rules will ensure an environment conducive for competition.
12. Challenges to procedures or time will be handled in the following manner:
 - a. A coach will raise his/her hand and call out "TIME" immediately following the action to be challenged and before the question is redirected or the next question is asked. Only designated coaches will be allowed to challenge.
 - b. Each team may issue only 1 challenge per round of play (per title).
 - c. Coaches can only challenge procedural issues (i.e. time, scoring, rotation), not question content. Question content may not be challenged by coaches.
 - d. The coordinator will quietly confer with the team and report the concern directly to the judges, using the appropriate challenge form. (See Appendix F).
 - e. THE JUDGES' DECISION IS FINAL.
13. If there is audible prompting from the audience or coaches, the question will be disqualified.
14. There will be no entering or exiting the competition area during a round with the exception of competition officials.
15. At the regional competition, neither team members, coaches, nor audience members may have copies of books on the current Battle of the Books list IN ANY FORMAT.
16. To prevent distractions during the competitions, photographing is permitted before and after the competition but not during the competition.
17. Cell phones and all electronic devices must be turned off during the competition. **No team member should have a cell phone, timing device (including watches), or electronic device during the competition at any time.**
18. The regional competition will consist of the one winning team from each district, charter, or independent school system.
19. Ten tie breaker questions are prepped in advance. Scoring will start at zero. The teams will advance through all 10 tie breaker questions until a winner is determined. The team with the highest cumulative score at the end of play will be the winner.
20. Sudden Death will use the Quizziz speed score to determine the winner. Fastest speed wins.

Chapter 5: Timeline

Specific Dates will be posted annually on the Region One ESC website.

Prior to New School Year	
Spring	Regional Committee prepares BOB book lists
Spring/Summer/Fall	Regional Committee prepares district and regional level BOB competition questions
1 Week Prior to TLA Conference	BOB Book List Released to Public
Spring/Summer	Schools/Districts purchase BOB titles
Competition School Year	
Fall	Regional Committee organizational meetings (as needed)
September through December	School and system level planning Conduct staff and student orientations Prepare campus practice questions Begin reading and selecting campus level All Star Reader teams
1 st Week of November	Complete electronic compliance form on Region One ESC's website to Indicate Participation
December/January	Select Campus Level All Star Readers (competition team)
January	Local System Level competitions
January 31 st	Submit District/System Level All Star Reader team member names using the online form on Region One ESC's website
February	Regional competitions

Appendices

Appendix A: Guidelines for Question Preparation, Use, and Acquiring Questions

Overview for Question Preparation

1. After the booklist is finalized by the Battle of the Books Regional Committee, books are assigned to individuals serving on the Regional Committee for reading and preparing questions.
2. Questions must be submitted with the following information:
Question:
Answer:
Page number:
3. Questions must be submitted to the Battle of the Books Regional Coordinator by the indicated date to be edited, duplicated, and distributed.
4. System and regional level participants in the Battle of the Books program will utilize questions provided by the Battle of the Books Regional Committee. The quality of questions is most important to good "battles."
5. Practice and school level questions will be the responsibility of school coaches and will not be supplied by the Battle of the Books Regional Committee.

Guidelines for Writing Questions

1. Type the title and author as they appear on the official booklist.
2. Indicate if the question is designated as a district or regional level question.
3. Type the page number for the answer.
4. Use present tense, if possible, and correct grammar.
5. Avoid using words from the title.
6. Refrain from obvious or vague questions. Questions should have two points of reference to avoid being vague. For example, "In which book is there a dog bowl on a white patio?" instead of "In which book is there a white patio?"
7. Avoid questions that can be answered by more than one title.
8. Review each question to ensure all the criteria have been met (Are questions clear, concise, and correct)?
9. Do not use information written by people other than the author. Epilogues, prologues, and notes written by the author may be used to write questions.
10. Regional questions need to be more challenging than district questions. For example, questions that create comparisons of books, characters, settings, ideas, etc.

Recommended Use of Campus Made Practice Questions

1. Type each question on an individual 3" by 5" card and file cards by book title. Or create a digital version of flashcards.
2. Prepare question packets with a blank card on top for documenting which teams have completed a set.
3. Prepare a Battle of the Books center to encourage individual use.

Procedures for Acquiring Questions

The Regional Coordinator or designee shall:

- receive questions from the Regional Committee;
- distribute district level questions to local System Level Coordinators; and
- discuss the policies and procedures associated with receiving, distributing, and securing questions.

Receiving System Competition Questions:

- System competition questions will be delivered electronically via e-mail to the System Coordinator or designee.
- System Coordinators that are coaches must note the *Designee Identification* when submitting a request for questions.
- The Regional Coordinator or designee will distribute competition questions to the System Level Coordinator or Designee.
- Individual schools that are not part of a large school system (2 or more schools at each level) and will not participate in a system level competition will NOT receive system level questions.
- System questions may **NOT** be used for practice or any other purpose except the system competition.
- The Regional Coordinator or designee will determine the number of rounds to be distributed.

Appendix B: Criteria for Booklist

The list of books for the upcoming year should be determined by the Battle of the Books Regional Committee during the spring prior to each contest year. The following criteria will be used in the selection of books:

1. Grade level/reading level to be balanced for competition level
2. Interest level:
 - a. Consider a variety of plots, settings, and styles.
 - b. Select an equal number of books for boys and girls.
 - c. Consider a variety of subject areas: adventure, animal, fantasy, realistic fiction, science fiction, historical fiction, biography, folk literature, classics, etc.
 - d. Quality--select well-reviewed titles that are popular and will "stand the test of time."
 - e. Availability--books must be currently available, preferably in paperback.
 - f. Only one book from a series can be included on the reading list in any given year.
3. Recommended selection guides for competition collections will be used to select titles to be included on the Battle of the Books list, such as Booklist, School Library Journal, etc. Priority will be given to the past 3 years of state and national award winning titles, such as Texas Bluebonnet Award, TAYSHAS, Lone Star list, Tejas Star, Caldecott, Newbery Award, Coretta Scott King Award, etc.
4. Selected books must be available in paperback but can be purchased in any format.

Responsibilities

1. Determine number of books to be on list (5-8 titles per competition level).
2. Collect recommended titles from interested persons and participating schools.
3. Select books for booklist.
4. Check availability of titles.
5. Publicize booklist.

Appendix C: Promotional Ideas

1. Provide group orientations for students, staff, and parents.
2. Use "Battle" books for booktalks.
3. Make bookmarks using titles from the official booklist.
4. Make displays or bulletin boards publicizing the program.
5. Saturate school bulletins, school system newsletters, and other publications with program information.
6. Encourage teachers to read these books, or portions of them, aloud to students.
7. Sponsor contests to design book covers, bookmarks, etc.
8. Have students create displays using dust covers from the books.
9. Provide a variety of study guides of literature units that include games, crossword puzzles, "first line" quizzes, etc.
10. Create a large display, including title/author lists, participants' names, and spaces to chart each student's reading progress.
11. Create door covers of book titles.
12. Prepare a trivia game.
13. List your ideas. Publicize.
14. Utilize Web 2.0 tools to discuss competition books.

Appendix D: Partnership

In many communities, students extensively use the services and materials of the public library and other community organizations in their Battle of the Books preparations. It is important; therefore, to establish positive links with the community in your area.

The following suggestions are ways that the community can help in your Battle of the Books program.

1. Provide copies of the "Battle" books.
2. Display Battle of the Books information (booklists, rules, promotional materials, prizes, etc.).
3. Host the school or system level competition.
4. Conduct practice battles.
5. Help advertise the program.
6. Serve as officials for the competition.

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Appendix E: Challenge Form

System Level Competition: _____

Regional Level Competition: _____

1. Challenging Team:

2. Procedures Challenge:

_____ Time

_____ Scoring

_____ Rotation

Judges' Decision:

Appendix F: Challenged Title Guidelines Recommended Guidelines for a Challenged Battle of the Books Title

The Region One ESC Regional Battle of the Books Committee has set high standards and employed exemplary professional procedures in its selection of competition titles. Since participation in the program is voluntary, the following guidelines are recommended for handling a challenged title:

1. Follow the local unit's policies and procedures for reconsideration of materials.
2. If the local unit votes to remove the book, it may be eliminated from the local list.
3. The school or unit is still eligible to participate in any competition.
4. If several units in an educational region eliminate the same title from the list, a regional decision should be made for retaining or deleting the title for the regional competition.
5. The Battle of the Books Regional Committee reserves the right to make the final decision for removing any title handled by local reconsideration committees from the region list.

Appendix H: Samples of Battle of the Books Questions

1. Question: In *Walk Two Moons* which character states, “*Being a mother is like trying to hold a wolf by the ears*”?

Answer: Gram

Walk Two Moons, Sharon Creech, Page: 53

2. Question: What does one of the characters do “just for fun” in *Among the Hidden*?

Answer: Set off the house alarm

Among the Hidden, Margaret Peterson, Haddix Page: 62

3. Question: What stopped Auggie from going to a real school before now?

Answer: “It’s because of all the surgeries I’ve had. Twenty-seven since I was born.”

Wonder, R.J. Palacio, Page: 2

Appendix I: 10 Tips for Getting Started

1. **Budget \$ for BOB.**
 - Books
 - Competition Expenses
2. **“Buddy Up” with another school already doing BOB.**
 - Check with the district/regional coordinator to find another school
 - You’ll be surprised how helpful people are
 - Invite an experienced BOB person to your school to speak to your PTA, administration, or other interested folks
 - Visit an existing BOB team to see their team in action
 - Make plans to “pick the coordinator’s brains”
3. **Involve other teachers such as Language Arts, Gifted and Talented, etc.**
 - Encourage them to include these books on reading lists
 - Ask them to encourage students who may be interested
4. **Involve other people in the planning**
 - Parents are great!
 - Ask former students who’ve been involved in book competitions to talk to this year’s group.
5. **Creating Campus Level Questions**
 - Share the responsibility with team members & interested parents
6. **Involve the Community**
 - Talk to the public librarian. Ask him/her to make the list available or even set up a section in the library for these books.
 - Talk to book stores and ask them to promote this cause.
7. **Build Your Team**
 - Spread the word on “In-school” TV or news programs
 - Organize school wide competitions
 - Ask teachers for student recommendations
 - Have snacks & treats on a regular basis
 - Occasionally organize an “off-campus” activity
8. **Added Incentives**
 - Work closely with classroom teachers
 - Find out if teachers are willing to do a grade or homework incentive
9. **Be Creative and Use Your Resources**
 - Use your own ideas for spreading the word or organizing a group!
 - Remember, your enthusiasm is contagious! If you’re excited, the kids will be!
 - Connect with your system or region and ask for help!
 - BOB is a great way to share the love of reading!
10. **ENJOY AND HAVE FUN!!!**

Appendix J: Permission to Use “Battle of the Books”

From: [Alonna Wentland](#)
To: [Laura C. Sheneman](#)
Subject: Re: question about using phrase Battle of the Books
Date: Monday, December 12, 2016 5:32:26 PM
Attachments: [image009.png](#)

Laura,

It is OK with us to use the phrase, Battle of the Books with you competitions.

If you need assistance, please let us know. We are on the verge of offering a national battle of the books program/competition. We are in all 50 states and have now connected with national businesses to support a national competition.

Alonna

America's Battle of the Books

Alonna D. Wentland, Business Manager/Owner

(661) 248-1009

www.battleofthebooks.org

Spring

Appendix K: Permission to Customize NCSLMA's Battle of the Books Manual

From: [ncslma_bookprograms](#)
To: [Laura C. Sheneman](#)
Cc: [Joanna Gerakios](#); [ncstateebob@gmail.com](#); [ncslmamsbob@gmail.com](#)
Subject: BOB Manuals
Date: Wednesday, January 04, 2017 12:23:32 PM

Hello Dr. Sheneman,

I was forwarded your request concerning the use of our Battle of the Books manuals. We are willing to grant you permission to copy and customize them for your organization, with the following conditions:

1. You cite our manual as a reference
2. You will not use it for profit
3. You will not use our NCSLMA or Battle of the Books logo.

Thank you for contacting us and good luck with your book battle programming.

Joanna Gerakios
NCSLMA Book Programs Chair

NCSLMA Elementary Battle of the Books Manual
NCSLMA Middle School Battle of the Books Manual

www.ncslma.org/eBOB
ncslma.org/msBOB