



AAUW California Speech Trek

Branch Toolkit

A step-by-step guide for running a Speech Trek Contest

at your branch level and beyond.

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2021-2022 SPEECH TREK SPEECH CONTEST TOPIC

Has the United States lived up to its pledge of “liberty and justice for all”? Would requiring the study of diversity, equity and inclusion in a high school setting help ensure liberty and justice for all?

“We hold these truths to be self-evident, that all men are created equal, that they are endowed by their creator with certain unalienable rights, that among these are life, liberty and the pursuit of happiness.” Declaration of Independence, 1776

In just five years from now, on July 4, 2026, the US will mark the 250th anniversary of the signing of the Declaration of Independence. As this milestone anniversary approaches, the conversation around diversity, equity and inclusion (DEI) appears to be intensifying throughout society:

“While we have progressed in making that famous American promise of equality a reality, the journey is far from over,” said Society of Human Resources Management (SHRM) President/CEO Johnny C. Taylor, Jr. “We need true equity and inclusion...we must strike at the root of the problem, not with trainings and policies, but in and through workplace culture.”

“You can mandate diversity, but you can’t mandate inclusion,” pointed out Esi Minta-Jacobs, Vice President, Human Resources, Assetmark Financial Holdings, Concord, CA. “Inclusion is about behavior, relationships. You have to change hearts and minds.”

Robert Sellers, Chief Diversity Officer at the University of Michigan, explained DEI this way:

Diversity is where everyone is invited to the party.

Equity means that everyone gets to contribute to the playlist.

Inclusion means that everyone has the opportunity to dance.

Ana Navarro, cohost, “The View”, ABC TV, stated her thought even more simply. “Education is key to stopping and confronting discrimination.”

What do high school students think? “Pushing for impactful change in the areas of diversity, equity and inclusion is among the significant challenges of our times...it is pretty obvious that it takes more than affirmative action and inspired policies to enact these ideals,” stated Sophia Llanos-Crowder, at Women and Worth Summit, March 2021. “I’m only in high school right now, but as a future member of the workforce I am hopeful that discussions like this will keep pushing us forward towards a more equitable future for all.”

Has the United States lived up to its pledge of “liberty and justice for all”? Would requiring the study of diversity, equity and inclusion in a high school setting help ensure liberty and justice for all?

Memorandum of Understanding

The Annual Branch Speech Trek Participation Memorandum of Understanding is entered into this ____ day of _____ 20__ between AAUW California, a California nonprofit corporation and affiliate of AAUW National, with its principal office in Sacramento, CA (AAUW California) and the _____ Branch of AAUW, an affiliate of AAUW National. This Memorandum of Understanding is in effect from November 1st through October 31st of the AAUW year _____.

It is understood by all parties that the branch must have a signed Memorandum of Understanding in place to participate in the Speech Trek program for the 12-month period (November 1-October 31) that the Memorandum of Understanding covers. The branch will not be allowed to participate in Speech Trek if this signed Memorandum of Understanding (MOU) is not on file with the state Speech Trek Program Director, AAUW California President and the AAUW California office.

In signing this Memorandum of Understanding both parties agree to the following conditions under which the branch will participate in the program, to include: the selection of program participants, the distribution of program marketing and application materials, and all other aspects of the program in which the branch is involved:

BRANCH RESPONSIBILITIES

- 1) The branch agrees that they will follow the current Speech Trek Branch Toolkit as the step-by-step guide for running a Speech Trek Contest at the branch and state levels. The branch understands that it will sign the AAUW California Speech Trek Annual Branch Participation Memorandum of Understanding by November 1, 2021. The branch will submit the winner of their competition online to the state semifinals by March 1, 2022.

TERM AND TERMINATION

1. The Branch Annual Speech Trek Participation Memorandum of Understanding will expire annually on October 31st. The new Memorandum of Understanding must be reviewed and approved by the branch board and signed by the branch president and branch Speech Trek Chair by November 1st.
2. The signed Memorandum of Understanding will be scanned and emailed to the state Speech Trek Program Director; the AAUW California President and the AAUW California office by November 10th of each year.
3. This Memorandum of Understanding may be terminated by AAUW California or the branch at any time for good cause. Examples include, but are not limited to:
 - a. Not adhering to the non-discrimination policy
 - b. Not using updated, current materials
 - c. Modifying forms without the approval of the state Speech Trek Program Director
 - d. Not following policies and guidelines from AAUW California, including, but not limited to, the proper selection of contestants.

- e. Inability to raise necessary funds
 - f. Inability to adequately administer the program locally
4. If AAUW California believes that good cause exists for termination, it shall give notice to the branch in writing.
 - a. If the cause for termination is one that can be corrected by the branch, the branch shall have 10 days from receipt of the notice in which to make the correction(s).
 - b. If the branch does not make the required correction(s), or the cause for termination is one that cannot be corrected, the Memorandum of Understanding shall terminate on the eleventh day after notice is received by the branch.
 - c. If the branch does make the required corrections within the 10-day period, this Memorandum of Understanding shall continue until it expires on October 31st.
 5. If the branch believes that good cause exists for termination, it shall give notice to AAUW California in writing to the state Speech Trek Program Director.

PROPRIETARY INFORMATION OF AAUW CALIFORNIA

The branch understands and agrees that certain information provided to the branch or obtained by the branch from Speech Trek applicants, AAUW California officers, directors or employees may be confidential and proprietary information. The branch agrees to maintain, in confidence, all such information which is marked CONFIDENTIAL or which should reasonably be considered confidential or proprietary. This includes the secure handling of both hardcopy and electronic versions of applicants' forms.

PROPERTY OF AAUW AND AAUW CALIFORNIA

All intellectual property provided to the branch by AAUW California, including, but not limited to, forms, guidelines, procedural documents, materials, questionnaires, etc. will remain exclusively the property of AAUW California and the branch agrees to deal with it as such. All such property shall be relinquished to AAUW California by the branch upon request.

AUDIT AND DATA COLLECTION

The branch agrees to provide standardized information about its Speech Trek participants to the state Speech Trek Program Director in the format and at the intervals requested by AAUW California. Data collection will strictly adhere to federal and state laws pertaining to privacy and confidentiality.

NOTICES

1. All notices are to be issued in written format either in person, by USPS, or by e-mail to the addresses listed below. Notices will be considered given based upon the receipt date noted on the document when delivered in person, the USPS postmark, or e-mail delivery date/time notation. Notice sent via other delivery services will be considered given based upon

delivery confirmation date/time. Social media is NOT considered a viable method for delivery of notices.

2. Notices are to be delivered to the addresses noted below. Either party may change their address by providing the other party with written notice. Notice shall be given within 15 days of an address change.

AAUW California
915 L Street, Suite C, Box #418
Sacramento, CA 95814
office@aauw-ca.org

_____AAUW Branch

AMENDMENT

No change, amendment, or modification of this Memorandum of Understanding shall be valid unless in writing and signed by both parties to the Memorandum of Understanding.

AAUW California, Inc.
By: _____
President, on behalf of AAUW
California
Date: _____

_____AAUW Branch
By: _____
Branch President
Date: _____

By: _____
Branch Speech Trek Chair
Date: _____

Date of Branch Board Approval _____

A copy of this signed Memorandum of Understanding (either hardcopy or electronic scanned copy) is to be kept on file at the branch by the branch president and the branch Speech Trek Chair. AAUW California will retain a copy of this Memorandum of Understanding in the state Speech Trek Program Director's files, in the AAUW California State President's files and at the AAUW California office.

STUDENT APPLICATION AND PARENT/GUARDIAN PERMISSION

Student Name:

Email:

Phone:

High School Attending:

School Advisor/Counselor:

My signature below certifies that I wish to participate in the AAUW California Speech Contest and that I have received and read the following forms:

Student Instructions

Judge's Instructions & Ballot

Student Signature:

Date:

Parent/Guardian Information and Permission:

Name:

Address:

Email:

Phone:

My signature below certifies that I have read the rules for the speech contest and wish for my child to participate in the AAUW California Speech Trek Contest. In addition, I understand that my child's name may be publicized locally as a contest participant, and that the speech will be recorded for higher-level competition and selection of finalists.

If my child is selected as the 1st place branch winner or one of three state finalists, I understand that the video of my child's competition speech may be posted online (see videos of previous speakers at: [aauw-ca.org>Programs/Project>Speech Trek](http://aauw-ca.org/Programs/Project/Speech%20Trek)) or used to promote the contest in subsequent years. I understand I will need to sign an AFFIDAVIT OF ELIGIBILITY AND LIABILITY RELEASE, prior to my child's participation in the competition.

Parent/Guardian Signature: _____ ***Date:*** _____

Please return this application to your local branch contact:

Email: _____ **Phone:** _____

BRANCH NOTICE OF CONTEST SEMI-FINALIST 2021-2022

Please send this form with the link (URL address) of your winning speaker's YouTube video labeled "Speech Trek 2021-2022 – 1st Place - full branch name and contestant name" to the address at the bottom of this page by March 1, 2022. This will enable us to have your entire information and student ID on one sheet of paper. Thank You!

Student Speaker Name:

Address:

Phone:

Email:

Parent/Guardian Name:

Address:

Email:

Your branch:

Branch president:

Email address:

Branch Speech Trek Chair/s:

Address:

Phone:

Email address:

URL address of branch winner's video (example: https://youtu.be/aXnKCogdw_4):

___ Yes, the \$25 branch fee is included. (Please make sure the entry fee of \$25 is made out to "AAUW CA SPF" with "Speech Trek" and the branch name in the memo line of the check).

**Mail to: Marlene Cain, AAUW California Speech Trek Program Director
P.O. Box 6634, Big Bear Lake, CA 92315**

BRANCH-LEVEL SPEECH TREK SPEECH CONTEST

Speech Trek is a speaking contest open to all California high school students, whether from public, private, home or continuation high schools. Students who were among the top three finalists in the state contest may not compete again at the state finals.

1. The contest begins when your branch of AAUW California decides that they want to participate in the contest. Your board will meet and then determine the level of financial support necessary from your branch. Budget items may include prizes, printing, postage, video preparation, refreshments, or space rental for the contest. Branches vary in levels of prizes awarded to contestants--from certificates to actual cash awards. Your local branch covers all costs. **Be sure to budget for the AAUW California Speech Trek Contest entry fee of \$25.**
2. Next, identify a member to coordinate your contest and form a committee of interested members. Draw from members with interest or expertise with public speaking, writing press releases, connecting with high schools, recruiting, training, tutoring or coaching students, conducting fundraising; or just with an interest in raising awareness about the contest.
3. Develop a calendar for the contest. Take time to check against competing events, such as the Lions Club Speech Contest, Rotary Speech Contest, Mock Trial, F.F.A. and other area speech contests, etc. Your calendar should include dates for:
 - Notice to state Speech Trek Program Director of branch's intent to participate. **(Deadline is November 1, 2021.)**
 - Date of branch competition
 - Date for submitting branch winner's online submission to the state semi finals. **(Deadline is March 1, 2022.)**
 - Date of State competition if named to top three in the state. **NOTE: State Finals' top 3 videos will be showcased at the AAUW California Annual Meeting on Saturday, April 30, 2022. This meeting will be virtual. Winners will be announced at this meeting.**
4. Create a list of your area high schools. Decide whether your contest will be limited to students within your city or county, and if it will be in-person or virtual. Create

posters and recruitment brochures. Develop an email list for specific contact people to save costs of postage and printing.

5. Arrange for informational meetings at your schools. Be willing to speak to student groups or classes. Your school may have a debate club or forensics program--or a Future Business Leaders chapter--or even a Mock Trial group just waiting for an opportunity to speak!
6. Have student and parent sign participation agreement. This will protect your branch and allow it to publicize, photograph and post the names of the participants.
7. Write press releases to announce the contest.
8. Notify AAUW California via the signed Memorandum of Understanding (MOU) of your branch's intent to participate in Speech Trek by **November 1, 2021**. Include the name, email address, and phone number of your local contact person, as well as your branch name. Email AAUW California Speech Trek Program Director at spechtrek@aauw-ca.org.
9. Offer tutoring services to contestants. Tutors with experience may be available from local community college communication instructors or from local Toastmasters clubs. Working with the students helps to keep them on task with the topic and deadlines. You may decide to have a "rehearsal" prior to your contest or if participation is great, you may need to hold a semi-final round prior to your branch final contest.
10. Hold your branch Speech Trek Contest; video all speeches so that the winning speech can be posted to the AAUW California YouTube channel for submission for the state competition. **NOTE: Only date-stamped videos taken AT the branch competition may be considered for the state competition; any taken after that date are automatically disqualified for consideration for the state competition.**
11. Prepare press releases of your branch winner for submission to local media.
12. Submit a BRANCH NOTICE OF CONTEST SEMI-FINALIST 2021-2022 form, which includes the YouTube URL, and \$25 fee made out to AAUW CA SPF (Special Projects Fund) with "Speech Trek" on the note line to Marlene Cain, AAUW California Speech Trek Program Director, P.O. Box 6634, Big Bear Lake, CA 92315, for the state semi-final round **on or before March 1, 2022**.
13. Plan on attending the virtual AAUW California Annual Meeting to hear the top three speakers via video and see who will win the \$1500 first prize. (If held in person,

transportation, lodging, and meals for the finalists and one chaperone each are paid by Speech Trek.)

14. Keep records for next year's contest. Share your success with our state Speech Trek Program Director at spechtrek@aauw-ca.org or call Marlene Cain at (909) 866-2819.

The state Speech Trek Program Director is available to work with you to assure success with your competition. Have fun with this contest. This is an opportunity to increase awareness of AAUW in your community while having direct contact with high school students, their parents, and area educators.

SPEECH TREK 2021-2022 SCHEDULE

Branch Responsibilities: August 2021 - March 1, 2022

- Notify State of your branch's intent to participate (See MOU)
- Contact schools regarding participation
- Identify and schedule judges for competition
- Set a calendar for deadlines
- Identify date, time, and location of contest
- Hold branch speech contest, film contestants, select winner
- Send online submission (YouTube video link), \$25 and BRANCH NOTICE OF CONTEST SEMI-FINALIST 2021-2022 to Marlene Cain, Speech Trek Program Director, P.O. Box 6634, Big Bear Lake, CA 92315, no later than March 1, 2022.
- For your own peace of mind, we recommend you also send an email notice to the state Speech Trek Program Director at spechtrek@aauw-ca.org so she can manage the online submission on the AAUWCalifornia YouTube channel and notify you when it has arrived.

State Responsibilities: March 1, 2022 - April 8, 2022

- The state Speech Trek Program Director receives BRANCH NOTICE OF CONTEST SEMI-FINALIST 2021-2022, which includes the YouTube URL of the branch winner, and the \$25 entry fee.
- A judging panel of five will convene to select three finalists and two Honorable Mentions. The three finalists will compete at the Convention/Annual Meeting. The Speech Trek Program Director will notify all participating branches of the winning finalists.
- The branch will have the pleasure of informing finalists of their win. **The three finalists' videos will be showcased at the virtual AAUW California Annual Meeting on Saturday, April 30, 2022.**
- Speech Trek Program Director will introduce the three finalists' videos and announce results.

SPEECH TREK PROCESS

- Get branch board approval and identify level of financial support.
- Select committee members
- Develop a calendar for the competition and recruit judges for your competition.
- Create contact list of area high schools. Print posters and recruitment brochures.
- Arrange for informational meetings at schools.
- Make press releases to announce the contest.
- Offer tutoring service to contestants.
- Hold your branch SPEECH TREK Contest, videoing all speeches so that the winning speech can be posted to the AAUW California YouTube channel for submission for the state competition. **NOTE: The contestant's link to the video from the branch competition will be uploaded to the AAUW California YouTube channel. Only the unedited video taken at the branch competition in front of a live audience may be used for entry into the state competition, not one made at a later date. A submission using a video taken after the branch competition is automatically disqualified from the state competition. The video shall include only the contestant's speech, and the YouTube time stamp shall be used by the judges to confirm that the speech meets the time requirements.**
- **PLEASE NOTE: In the event that an in-person performance is not possible, the branch may conduct the contest via a video conferencing tool such as Zoom. All other competition rules remain in place. For technical assistance, please contact webteam@aauw-ca.org.**
- Distribute press releases about branch contest winner.
- Submit all required forms and fees to the state Speech Trek Program Director for branch competition winner to be considered in the state competition.

SAMPLE LETTER TO SCHOOL ADMINISTRATOR

October 10, 2021

Dear School Administrator:

The [BRANCH NAME] of the American Association of University Women is participating in the annual AAUW California Speech Trek competition and is inviting all interested high school students to participate in our local competition. We hope to encourage a wide variety of students to take part in this competitive speaking opportunity and would like to direct information to your staff for dissemination to students.

Attached is the information and requirements regarding the local competition. We seek your approval to send this information to your school's English/Speech/Drama/Business/Mock Trial teachers and counselors. Contact us through the numbers listed below so that we may send information to your staff - or to arrange for an informational meeting at your school.

We hope that you will view this competition as empowering for all students and that it receives your endorsement. Thank you for giving consideration to this activity.

Regards,

Name

Speech Trek Chair

email:

phone:

website:

SAMPLE LETTER TO TEACHER

September 20, 2021

Mrs. Judy Novo
Watsonville High School
123 Beach Street
Watsonville, CA 95076

Dear Judy,

The Watsonville Branch of the American Association of University Women is pleased to announce a statewide speech contest--SPEECH TREK--for high school students.

During the coming week I will call to request a time to meet you and discuss this exciting opportunity. In addition to contest incentives at the local level, three talented students and their chaperones will be invited to the AAUW California Convention/Annual Meeting where they will compete for cash prizes.

I have enclosed information on the topic and a poster announcing the contest.

The 2021-2022 topic:

Has the United States lived up to its pledge of liberty and justice for all? Would requiring a class in diversity, equity and inclusion in a high school setting help ensure liberty and justice for all?

The topic is explained more thoroughly in these documents. As part of this project, we would like to introduce you and interested students to Cabrillo College Professor, Elaine Crossin. She has volunteered to conduct an introductory meeting and follow up workshop to encourage and assist our student speakers.

We have tentatively scheduled the students to speak at a community event to be held at the Main Street Library, on Tuesday, November 14, at 7:00 P.M. The judges will be local leaders and role models to motivate and encourage our speakers.

Thank you for your time. I look forward to speaking with you in the coming week.

Sincerely,

Speech Trek Chair

STUDENT INSTRUCTIONS

Note: These instructions have been simplified in the Student Toolkit

Eligibility: Speech Trek is open to all students actively attending high school in California. Students who were among the top three finalists at a previous state Speech Trek competition may NOT compete again at the state level. This contest is open to girls and boys enrolled in public and private high schools, as well as home-schooled students and those enrolled through continuation high schools.

Deadlines: Interested students must submit a "Student Application and Parent/Guardian Permission" notice and a *participation agreement (AFFIDAVIT OF ELIGIBILITY AND LIABILITY RELEASE)*, to their local AAUW California branch no later than _____ (to be determined by each branch).

Time Limits: Students are to prepare an original 5-6-minute speech with a 30-second grace period on either side. Timing will begin when the contestant first speaks. Failure to meet the 5-6 minute and grace period time limit will result in disqualification.

Prizes: Each local branch of AAUW California will determine the level of award for their contestants. Branches typically offer a Certificate of Participation. Additional cash prizes are at branch discretion.

First Place winners: Each branch will upload the video of their first place speech to YouTube. AAUW California will then upload the video to the AAUW California YouTube channel. The video must be submitted to the state level contest by March 1 for the state competition. From the videos entered into the state competition, two contestants will be named as honorable mentions and receive \$250 as the 4th place winner and \$150 as the 5th place winner. This year, the top three finalists' videos will be showcased at the AAUW California Annual Meeting on April 30, 2022. Please note that this meeting will be held virtually, and the Speech Trek Program Director will introduce each video and announce the winners.

The first place winner at the state contest will receive \$1500, second place winner at the state contest will receive \$1000 and third place winner at the state contest will receive \$500.

Each speaker shall:

- Read the student instructions thoroughly at or before the first meeting with the speech contest coach.
- Complete and sign a Student Application/Parent Permission Form.

- Using the theme and background as a guide, prepare a draft of an original speech, between five and six minutes in length, allowing for a 30-second grace period on either side.
- Meet with contest coach to review, revise, and practice speech.
- Arrive 20 minutes prior to the contest to become familiar with the setting.
- Draw a number to determine the order of speakers.
- Give her/his speech.
- Give a one-two minute biography as an introduction (after all speeches have been given).

The local branch will notify the speaker of the results and upload the video of the first place winner to YouTube.

The state Speech Trek Program Director will confirm uploaded videos of branch winning speeches and convene five statewide judges to select the top five speeches, and then notify speakers of their standing at the state level by March 10.

After showcasing the top three speeches at the virtual AAUW California Annual Meeting, the first-place winner will receive \$1500 and a Certificate of Participation. The second-place winner will receive \$1000 and a Certificate of Participation. The third-place winner will receive \$500 and a Certificate of Participation. The 4th & 5th place finalists will be awarded \$250/\$150 respectively along with a Certificate of Participation.

Your school contact is: _____

Phone: _____ Email _____

Your AAUW branch contact is: _____

Phone: _____ Email _____

Your speech contest coach is: _____

Phone: _____ Email _____

INSTRUCTIONS FOR GREETER

(note: adapt instructions for virtual contest)

Thank you for agreeing to serve as a Greeter for the AAUW Speech Trek Contest. This contest is an opportunity to support talented young men and women who are America's future leaders.

- Prepare a sign-in table with a program, branch and/or membership information, and name tags if desired. Be sure sign-in materials include name, address, phone, and email.
- Choose someone to monitor this process who understands this information will be necessary for follow up membership activity.
- Greet students, parents, judges, advisors, and honored guests and show them where to sign in.
- Prepare separate lists of names of parents, judges, advisors, and honored guests for use during introductions.
- Make slips of paper with one number on each (1, 2, 3, etc.) for the number of speakers you expect and then put the slips into a container. Each contestant is to draw a number to determine the speaking order.
- While scores are being tabulated, the emcee will allow each contestant to give a brief biography. As time permits, contestants may comment on or acknowledge their parents or teachers.
- At the end of the contest, if the meeting will continue, a break is needed to allow everyone to congratulate the speakers.
- Be sure someone/emcee invites all guests to complete the membership inquiry/application form to be invited to a follow up event to learn more about the branch.

INSTRUCTIONS FOR TIMER

Thank you for agreeing to serve as a timer for the AAUW California Speech Trek Contest. This contest is an opportunity to support talented young students, both girls and boys, who are America's future leaders.

A timer will need:

- A stopwatch or equivalent timing device
- Three (3) timecards that indicate time intervals of 4:30, 5:30, and 6:00 minutes. These timecards can be color-coded (for example, green at 4:30; yellow at 5:30; and red at 6:00 minutes)
- Please seat yourself directly in front of where the contestants will speak.
- Begin timing when the contestant first starts to speak.
- At 4:30, raise and hold the green card.
- At 5:30, raise and hold the yellow card.
- At 6:00, raise and hold the red card. Hold it until the speaker stops speaking. **A 30-second grace period exists before and after the allotted time.** A speaker who speaks under 4:30 or over 6:30 will automatically be disqualified.
- Time stops when the speaker stops speaking. After each speaker is finished, write down the total time spoken and hand it to the coordinator.
- Clear stopwatch/timing device after each speaker.

NOTE: if a contestant is under or over the time limit, the contest emcee announces simply that a contestant has been disqualified for time; no name is mentioned.

INSTRUCTIONS TO JUDGES

- Each speaker shall prepare and deliver an original five-six (5:00-6:00) minute speech with a 30-second grace period on either side.
- Time signals will be given for each speaker; however, adherence to the time limit is the responsibility of the speaker.
- This speech is to be presented by using the extemporaneous mode of delivery. Appropriate use of **ONE** 4" x 6" note card is an option--prompting is not allowed.
- In this contest, students have written their own speeches. They are permitted to deviate from their original manuscript to better adjust to the speaking situation.
- Speakers will typically use logical and emotional appeals.
- Some speakers will employ language that is graphic, striking, and sometimes dramatic--but always with the intent of conveying the speaker's ideas, rather than the speaker's technique. These presentations are to be original speeches and not dramatic readings.
- During the state semi-final (via YouTube) and final competition (also via YouTube if the contest is held virtually), semi-final judges and finals judges shall use the official ballot and score each speaker in two key areas: Content, 0-50 points (includes introduction, organization, and conclusion); and Delivery, 0-50 points. Assign a score for each category by entering the number in the appropriate square on your ballot.
- After scoring each category, subtotal the score for each speaker and then rank the speakers from the highest to the lowest.
- In the event of a tie at the semi-finals and final competitions, an additional ballot will be opened to break the tie. This additional judge, known as a "tie-breaking" judge, judges and ranks all contestants. The ballot is unsealed only in the case of a tie. If there is no tie, then the tie-breaking judge's ballot remains sealed.
- Judges must make independent decisions about the speakers. Judges shall not discuss decisions with other judges prior to submitting final ballots.

The official timekeeper may share only that a speaker was outside the time range. **Speaking over 6 minutes and 30 seconds or under 4 minutes and 30 seconds will result in disqualification.**

If a judge submits a ballot without ranking the speakers, the form will be returned for completion of the rankings. Questions regarding contest rules or conduct of the event shall be referred to the contest coordinator.

(Branches may opt to use their own Judge's ballot at the local level--but students moving on to the state semi-final or final round must be given a copy of the official ballot used for state level competition.)

AAUW CA - Speech Trek

2021-2022 - JUDGES BALLOT

NAMES OF CONTESTANTS - (Topic: <i>Has the United States lived up to its pledge of "liberty and justice for all"? Would requiring the study of diversity, equity and inclusion in a high school setting help ensure liberty and justice for all?</i>)																							
Assign a score in the following categories	Need to Improve	Fair	Avg	Excellent	Superb/ Outstanding																		
CONTENT - INTRODUCTION						0-1	2	3	4	5													
Interesting - held the audiences attention																							
CONTENT																							
Well prepared						0-6	7-12	13-18	19-24	25-30													
Evidence of audience analysis																							
Effective use of example, story, illustration																							
Well researched and referenced																							
CONTENT - ORGANIZATION																							
Effective arrangement of ideas						0-5	6	7	8	9-10													
Main points easy to follow																							
Transitions to move from point to point																							
Material appropriate for topic & purpose																							
CONTENT - CONCLUSION						0-1	2	2-3	4	5													
Summary and a clear sense of finality																							
DELIVERY																							
Good diction, volume, rate, projection						0-12	13-21	22-30	31-40	41-50													
Displayed poise and confidence																							
Displayed energy and enthusiasm																							
Maintained eye contact with audience																							
Avoided distracting mannerisms																							
Prepared delivery - not a reading																							
Appropriate movement and gestures																							
TOTAL FOR EACH SPEAKER																							
RANK SPKRS - High score = 1, Second = 2, Third = 3, Fourth = 4, Fifth = 5																							
Judge's Printed Name _____ Judge's Signature _____																							

SAMPLE NEWS RELEASE - BEFORE THE EVENT

News Release: IMMEDIATE

Contact:

Phone Number:

Email address:

AAUW SPEECH CONTEST FOR HIGH SCHOOL STUDENTS

Dateline: Pismo Beach, CA, September 10, 2021. The American Association of University Women, Pismo Beach Branch, will welcome three Pioneer High School students to participate in a speech contest on Sunday, September 21, at 2:00 P.M.

in the High School Auditorium, corner of Moffitt and J Street. The contestants,

Anna Campos, Justine Jordan, and Jyun Yi Kang, will speak for five to six minutes on the

topic: *“Has the United States lived up to its pledge of “liberty and justice for all”? Would requiring the study of diversity, equity and inclusion in a high school setting help ensure liberty and justice for all?”*

City and communications leaders will serve as judges. Branch President

Karen Jacks will emcee. The public is welcome. Refreshments will be served, and tickets can be purchased at the door for \$5.

The local first-place winner will receive \$150 and will automatically advance to the state semi-final competition where three finalists from throughout the state will be chosen to compete at the AAUW California Annual Convention/Annual Meeting.

Contact Janet Swift, event coordinator at (831) 345 2664 for more information.

SAMPLE NEWS RELEASE - AFTER THE EVENT

News Release: IMMEDIATE

Contact: Marlene Cain

AAUW California Speech Trek Program Director

Phone Number: 909.866.2819

Email Address: spechtrek@aauw-ca.org

Anneka Sonstroem, a senior at Lincoln High School in Stockton, took first place in the April 12 AAUW California Speech Trek Speech Contest at the 92nd annual American Association of University Women California (AAUW California) convention in Los Angeles. Anneka was one of the three finalists to compete. Marian Pagaduan, a junior at Oakdale High School in Oakdale, took second place, while Divya Gopisetty, a senior at Oakwood High School in Morgan Hill, took third.

High school students from throughout California are invited to compete annually. The topic, *"Has the United States lived up to its pledge of "liberty and justice for all"? Would requiring the study of diversity, equity and inclusion in a high school setting help ensure liberty and justice for all?"* inspired lively speeches. The statewide contest begins at the AAUW branch level. Videos of the first place branch winners are then reviewed to determine the three finalists to speak at the AAUW California convention. All three finalists received cash awards of \$1500, \$1000 and \$500 respectively. To view Sonstrom's winning speech go to www.aauw-ca.org > Programs/Projects>Speech Trek. .

You will also find a Student Toolkit about next year's contest on the AAUW California website. Requests for additional information may be sent to: Marlene Cain, AAUW California Speech Trek Program Director at spechtrek@aauw-ca.org.

AFFIDAVIT OF ELIGIBILITY AND LIABILITY RELEASE

AAUW Speech Trek Contest

The undersigned participant of the American Association of University Women (AAUW) Speech Trek Contest and the participant's parent or guardian hereby declare that they have read and understand all of the rules and conditions for the contest and that the undersigned has met all eligibility requirements on the date their contest entry was submitted.

The undersigned and the participant's parent or guardian represent that the speech submitted to the contest (the "Entry") is the participant's own original creation, and that the participant has perpetrated no fraud or deception in entering the contest or claiming any prize.

The undersigned and the participant's parent or guardian represent and warrant that neither she/he nor any parent or guardian is an employee of AAUW, or its related, parent, affiliated and subsidiary companies, advertising and promotion agencies, or the panel of judges, nor is she/he or any parent or guardian connected with them in any way.

The undersigned and the participant's parent or guardian irrevocably grant to AAUW, its successors and assigns and all other persons deriving rights from them, all rights, title and interest in the undersigned's Entry in perpetuity, to print, publish, broadcast, use or modify in any manner in any media whatsoever the Entry as submitted for the contest to the fullest extent permitted by applicable law.

In addition, the undersigned and the participant's parent or guardian grant to AAUW, its successors and assigns and all other persons deriving rights from them, the right to use the participant's name, likeness and/or voice and biographical information, and city of residence for promotional purposes in any medium without compensation, to the fullest extent permitted by applicable law.

The undersigned and the participant's parent or guardian hereby waive the opportunity and any right to inspect or approve any such promotion, printing, broadcast use or publication, and further release AAUW, its successors and assigns from all liability in connection with any such promotion, printing, broadcast, use or publication.

The undersigned and the participant's parent or guardian hereby release and hold harmless AAUW and its officers, directors, employees, and agents from any and all losses, claims or damages that may result, directly or indirectly, from participation in the contest or use of the prize award. The undersigned understands that any and all local, state or federal tax liability for the award will be the responsibility of the undersigned and the participant's parent or guardian.

The undersigned and the participant's parent or guardian further acknowledge and agree that the contest prize is non-transferable, and that no substitution of prizes will be allowed, except by the AAUW due to the unavailability of prizes at the time of the award.

The undersigned and the participant's parent or guardian understand that AAUW is proceeding with the award of any prize in the contest in express reliance on this release and the undersigned and the participant's parent or guardian represent and agree that they are free to grant the rights set forth in this release.

The undersigned contest participant and the participant's parent or guardian hereby attest that they have read and understand all the foregoing provisions of this affidavit and agree to be bound by the same.

Signature of contest participant

Date

Type or print name of participant
Contest participant's current address
Telephone number

Signature of parent/guardian (if contest participant is under 18 years of age)

Print name of parent or guardian

Dated: _____