



Dallas Urban Debate Alliance

2019-2020

Coaches Manual

Table of Contents

DUDA 2019-2020 Coaches Manual

Table of Contents	1
General Resources.....	2
Contact List	3
Core Files.....	4
Schedule of Events	5
Instructional Resources	6
Tournament Policies & Procedures	7
Student Code of Conduct	8
Complaints/Dispute Resolution	9
Judging.....	10
Disclosure Policy (Varsity).....	11
Division Guidelines	12
Registration Deadlines & Waitlist	13
Tournament Registration (Tabroom.com)	14
Special Events	15
NAUDL Championship	16

General Resources

Contact List

Dallas Urban Debate Alliance Staff

- ❖ **Derek Liles** | Executive Director
 - 214-550-2888 ext. 701
 - derek@dallasurbandebate.org
- ❖ **CeCe More** | Volunteer Coordinator
 - 214-550-2888 ext. 702
 - cece@dallasurbandebate.org

Student Activities Department

- ❖ **Sharla Hudspeth** | Director of Student Activities
 - 972-749-5707
 - shudspet@dallasisd.org
- ❖ **Leonidas Patterson** | Student Activities Coordinator
 - 214-876-2279
 - lpatters@dallasisd.org
- ❖ **Erika Guzman-Escobedo** | Transportation
 - 972-749-5700
 - erescobedo@dallasisd.org

Helpful Contacts

- ❖ **District Related Questions (Stipend, Field Trip Paperwork, etc.)** | Student Activities
 - 972-749-5700
 - studentactivities@dallasisd.org
- ❖ **TeachDebate.org (Nationally-Curated Debate Curriculum)**
 - 312-427-2012
- ❖ **Transportation** | Dallas ISD
 - satransportation@dallasisd.org

Topics & Core Files

HIGH SCHOOL

The year-long high school topic is:

Resolved: The United States federal government should substantially reduce Direct Commercial Sales and/or Foreign Military Sales of arms from the United States.

MIDDLE SCHOOL

The year-long middle school topic will **not** be the same as the high school topic this year. Based on a coach vote in the Spring of 2019, middle school debaters will instead debate the merits of policies increasing voting rights in the United States:

Resolved: The United States federal government should substantially reduce obstacles to voting in the United States.

CORE FILES & ARGUMENT / EVIDENCE RESTRICTIONS

The Dallas Urban Debate Alliance produces a evidence packets (a.k.a. Core Files) to be used by all debaters in the following divisions during the 2019-2020 debate season:

- Middle School Beginner,
- Middle School Advanced,
- High School Novice,
- High School Junior Varsity.

No outside sources may be presented into a debate round as evidence in these divisions (see Tournament Policies & Procedures). As in years past, this policy is not in effect in the High School Varsity Division – where students may research and advance their own arguments.

Based on feedback over the years, core files will be updated with supplemental arguments in the spring. Students may continue to use their files from the fall, or shift to the new spring arguments. Coaches and judges both have indicated that this practice helps to avoid stale, repetitive debates.

2019-20 Calendar of Events

High School

Date	Registration Deadline – 5pm	Event	Location
September 14, 2019	Headcount 9/10, names in Tabroom 9/12	Fall Workshop	Conrad
October 5	September 26	Tournament 1	Conrad
November 2	October 25	Tournament 2 (Fall City Championship)	Conrad
January 11, 2020	January 7* <i>We suggest registering for this event BEFORE winter break begins</i>	Tournament 3	Conrad
January 16	January 6* <i>Your Campus UIL Coordinator is responsible for registering at this event</i>	UIL Districts (CX)* <i>This event is on a weekday (Thursday, 11am – 6pm), but is still pre-approved. Participation is expected for coaches receiving the debate stipend.</i>	Edison
February 22	February 13	Tournament 4	Townview Magnet
May 8-9	April 30	Tournament 5 (Spring City Championship)	Venue TBD – lost access after storm in Fall

NOTE: Urban Debate National Championships will be hosted on April 3-5th in Dallas. The 2 national-qualifying teams will be determined based on year-long performance, in accordance with guidelines described in the 2019-20 Coach Handbook.

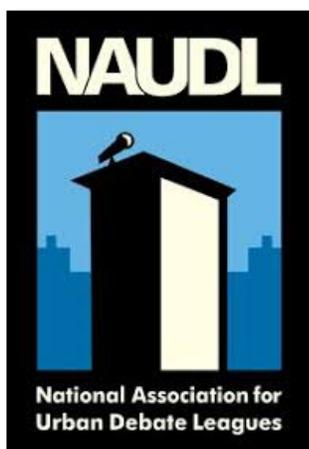
Middle School

Date	Registration Deadline – 5pm	Event	Location
September 21, 2019	Headcount 9/6, names in Tabroom 9/12	Fall Workshop	Jesuit Dallas
October 26	October 17	Tournament 1	Townview Magnet
November 16	November 7	Tournament 2 (Fall City Championship)	Townview Magnet
January 18, 2020	January 9	Tournament 3 / Workshop	Conrad
February 29	February 20	Tournament 4	Conrad
March 28	March 19	Tournament 5	Townview Magnet
April 25	April 16	Tournament 6 (Spring City Championship)	Townview Magnet

Instructional Resources

This year, Dallas Urban Debate will curate resources for coaches in a Dropbox folder which can be accessed at: tinyurl.com/dudacoach19. Resources will be updated frequently throughout the year based on coach needs. Currently, coaches can access electronic copies of the core files, important documents and instructional guides for registration, sample debate class curriculum, topic primers, and sample after-school debate activities. Note that the curriculum is on loan from non-DISD schools – over time, we will adapt and update this curriculum to match the district requirements for lesson planning.

Additionally, In partnership with the *National Association for Urban Debate Leagues* (NAUDL), the Dallas Urban Debate Alliance is proud to continue to offer educational activities and curriculum through **TeachDebate**, a pilot program dedicated to *providing instructional resources and team development support* for coaches associated with Urban Debate!



To take advantage of the program, please complete the following steps:

- **Visit** <https://urbandebate.org/register/>
- **Sign up & create an account:** Please use @dallasisd.org email address to request access.
- Your request will be processed and approved.

As part of a national urban debate initiative to provide more meaningful educational resources for coaches and students, we are actively seeking out **model lessons** from our coaches. If you have a lesson or an activity that you feel is exemplary, please reach out to us to share said resource. Your resource will be shared on the DUDA Coach Dropbox and may also be selected for the TeachDebate site as well. If you make a contribution, you will be able to list your contribution on your Distinguished Teacher Review application under Contributions to Profession or Leadership – we will write a letter of recommendation speaking to your efforts to include on your application.

If you have questions about how to improve your capacity to teach or coach debate, please reach out to the Program Director (Derek Liles) to arrange a **site visit** at your campus.

Tournament Policies & Procedures

Student Code of Conduct

Guiding Principles

As a partner of the Dallas Independent School District, students participating in debate events organized by the Dallas Urban Debate Alliance are bound by the 2019-20 Student Code of Conduct. In particular, students should follow the five standards of student conduct outlined below.

- ❖ **Exercise Self-Control**
 - Use courteous language
 - Resolve conflict in a mature manner
 - Be appropriately dressed and groomed
- ❖ **Demonstrate a Positive Attitude**
 - Take a leadership role
 - Be polite
 - Be cooperative
- ❖ **Respect the Rights and Feelings of Others**
 - Behave in a manner that does not disrupt others
 - Treat others with courtesy and respect
- ❖ **Take Responsibility for School Property**
 - Respect the building, grounds, and property
 - Keep the campus free from trash and graffiti
- ❖ **Support the Learning Process**
 - Be prepared for competitions
 - Listen carefully to instructions
 - Participate in competitions as directed

Dallas Urban Debate Alliance Guidelines

- ❖ **Be Where You Are Supposed to Be:** Students should stay in the assigned area unless participating in a DUDA debate. *Pay attention to start times so you can make sure to get where you should be for the beginning of a debate round.*
- ❖ **Judges' Decisions Are Final.** Post round discussions are primarily for educational purposes.
- ❖ **Tournaments/Workshops Are for Debate.** Activities not related to debate should be limited in scope and confined to downtime in-between rounds/workshop sessions. Activities that disrupt the proper functioning of a DUDA event are prohibited.
- ❖ **Round Pairings/Room Assignments/Awards Are Final.** Students should follow the tournament procedures as created or assigned by DUDA Staff. Pairings/Room Assignments may be found at the respective tournament page on Tabroom.com.

Complaints & Dispute Resolution

While the Dallas Urban Debate Alliance strives to provide a quality tournament experience, there may be points over the course of the competitive season when disputes arise between competitors, judges, coaches, and or tournament staff. Beginning this year, DUDA has adopted the following guidelines:

General Tournament Rules

- ❖ **A quiet, orderly Tabroom is critical** to running a tournament efficiently. Do NOT disturb the tab room staff with concerns – direct them to tournament staff instead.
- ❖ **All judge decisions are final.**
- ❖ **All pairings/judge placements are final, except for mistakes** by the Tab-room Staff, or circumstances in which judge/competitor availability necessitates modifying the pairing.
- ❖ **DUDA coaches are expected to judge** debates that they are assigned. While the Tabroom will do its best to ensure a surplus of judges are available, tournament attendees should make themselves available for every debate.
- ❖ **If it can wait, it probably should.** Tournaments are a hectic environment, with a great number of moving parts. Oftentimes, the issue in question may be more easily resolved outside such an environment, when DUDA Staff are able to devote time and energy.

I Have an Immediate Problem----Who Should I Talk To?

- ❖ **Document everything** relevant to your concern. We can rarely act on an individual's word-of-mouth alone – ask the judge or other team to come with you to verify your statement during the interview.
- ❖ Food, transportation & stipend related concerns should be referred to Student Activities staff.
- ❖ Health emergencies should be referred to Student Activities staff and the on-site nurse.
- ❖ Physical safety concerns should be referred to Student Activities staff and on-site security.
- ❖ Tournament & programming concerns should be referred to the Tabroom.

I Have A Concern, But It Can Wait----- What Should I Do?

If you have any complaints regarding a DUDA event, please contact the Director of Programming (derek@dallasurbandebate.org). In your email, please include the following:

- ❖ Your Name
- ❖ Your School
- ❖ A Brief Summary of the Problem
- ❖ Your View of the Best Solution

Judging

Dallas Urban Debate is unique insofar as it offers tournaments at no costs to Dallas ISD schools. Traditionally, tournament fees can run above \$1,000 per event for a school with 5 policy teams. In order to offer tournaments at no charge, Dallas Urban Debate relies heavily on **volunteer judges** – individuals who often have little to no background in debate – to adjudicate rounds. As they are volunteering their time, it is imperative that you and your students show respect to them and their decisions.

Outside of DUDA, teams are expected to bring 1 judge for every 2 teams that are competing. Teams that do not meet this “**judge commitment**” are charged additional fees to cover the costs of hiring judges to cover the tournament’s needs. While DUDA does **not** require schools to meet this judge commitment, we **strongly encourage** schools strive to meet the community standard of “**1 judge per 2 teams.**” We will distribute resources to engage your campus’ parents, coworkers, and other communities as tournament season approaches.

Judge training is an essential aspect of providing meaningful feedback to students after debates. If your campus is providing judges at a DUDA event, please instruct your volunteers to arrive on time for the judge training. We will also have an online training platform available in the near future – and Derek Liles will happily arrange for on-site training for schools that plan to bring a large group of volunteer judges.

Judging Expectations

- ❖ **Coaches are expected to judge as assigned.**
- ❖ Judges **must register a tabroom account** (see Tournament Registration). CeCe More (cece@dallasurbandebate.org) can help with this process.
- ❖ In the **MS Beginner** and **HS Novice** divisions, judges **should NOT reveal** (aka disclose) **the winner and loser of the debate**. We are implementing this rule for several reasons: to prevent new teams from becoming discouraged if they lose, to reduce pressure on new judges who are learning to verbalize their decisions, and to reduce the amount of time it takes to collect ballots in these divisions.
- ❖ Judges should **NOT be engaged in distracting activity** (ex. phone, social media, talking to a friend, etc.) during students’ speech time.
- ❖ Judges should **exhibit propriety** in all interactions with students (ex. no cursing, one-on-one interactions in private settings, etc.).
- ❖ Judges **should prioritize timeliness**. Tournaments most often run late as a result of a judge arriving late to a round, starting a round late, or giving extended feedback. Judges should limit feedback to no more than 5 minutes – their ballot must be submitted 15 minutes after a round finishes unless otherwise told by DUDA staff.
- ❖ If you have a **judge complaint**, please follow the Complaint and Dispute Resolution Procedures described above. **The Tournament Director’s decision on a course of action in these matters will be final.**

Disclosure Policy – Varsity Division

Dallas Urban Debate honors a nationally-recognized and research-backed consensus that **argument disclosure** (revealing the contents of your argument) **increases the quality of debate** by promoting clash, facilitating targeted research, and democratizing the process of intelligence gathering.

Disclosure Policy: All teams in Open Evidence divisions (e.g. High School Varsity) are required to disclose an outline of their Affirmative (1AC) and 1NC (off-case positions) after reading them for the first time.

Disclosure FAQ

Where Should My Team Disclose?

The National Debate Coaches Association High School Policy Wiki (hspolicy.debatecoaches.org). Contact Derek with questions.

When Should My Team Disclose?

Your team should disclose all 1AC and 1NC positions as soon as they have been read in a debate (a.k.a. 'broken'). At minimum, to allow teams time to prepare, the NDCA Wiki should reflect arguments read at previous tournaments **NO LATER THAN** a week before the next competition.

What Should My Team Disclose?

Your team should disclose an outline of all 1AC and 1NC positions. This outline should include, **AT MINIMUM** the plan text as well as the tag, cite, and first three/last three words of all pieces of evidence.

What Should My Team Do Before A Debate?

As a courtesy, once pairings are released, your varsity team should find their opponents, and conduct pre-round disclosure. If your team is Affirmative, they should disclose what 1AC will be read in the debate. If your team is Negative, they should disclose the 1NC positions they have previously read.

Help! What Should I Do If a Team Did Not Disclose Before the Tournament?

Take a deep breath! If a team has not disclosed **ONE WEEK BEFORE** the tournament, please contact the Director of Programming. If a team will not disclose **DURING** a tournament, please contact the Tabroom prior to the scheduled start of the round. We will resolve the issue on a case-by-case basis.

Division Guidelines

Middle School Debate

Middle School debate sponsored by DUDA follows the 4/2/2 model, with 4 minutes of preparation time. Middle School students may compete in each of the following divisions:

A. Beginner Policy

Beginner Policy is for Middle School students in their first-year of policy debate competition. Participants are confined to the 'Beginner Policy' Core File.

B. Advanced Policy

Advanced Policy is for competitive Middle School students with at least one-year of policy debate experience. Participants are confined to the 'Advanced Policy' Core File.

C. Champions Policy

Dallas Urban Debate may open a new division in Middle School in the late fall/early spring – the Champions Division. This division will utilize the Advanced Core Files, and is intended for students who have placed in the Top 10 Teams or Speakers in the Advanced Division several times. Details will follow as they are finalized.

High School Debate

High School debate sponsored by DUDA follows the 8/3/5 model, with 8 minutes of preparation time. High School students may compete in each of the following divisions:

A. Novice Policy

Novice Policy is for High School students in their first-year of policy debate competition. Participants are confined to the 'Novice Policy' Core File.

B. Junior Varsity Policy

Junior Varsity is for High School students with at least one-year of policy debate experience. Participants are confined to the 'Junior Varsity' Core File.

C. Varsity Policy

Varsity is for very experienced, driven High School students with at least one-year of policy debate experience, and a record of competitive success in the Junior Varsity Division. Participants are not confined any given set of evidence and may produce their own arguments/ research as they see fit, following appropriate disclosure guidelines.

Registration: Policies

Effective tournament planning requires an accurate representation of how many schools and teams will be competing. Outside of Dallas Urban Debate, tournaments ask for accurate registration weeks in advance of an event and fine schools that make last-minute changes, which can impact room availability, meal expenses, and judge recruitment.

DUDA will continue to adhere to its mission to provide debate at no cost to students of Dallas ISD. However, it will enforce registration deadlines aggressively over the 2019-2020 school year. Campuses that do not follow these deadlines will not be given access to competition.

Registration Deadlines

Campuses must register their teams on Tabroom.com by **5pm on the Thursday of the week preceding an event** in order to compete. For example, if a high school wishes to compete in the November 2nd tournament, they must register their teams by October 24. We will send reminders when possible, but it is the coaches responsibility to manage these deadlines. Tabroom tracks the timestamps of any changes to registration. We maintain these records in case of disputes.

Waitlists

It is possible that we will have to employ waitlists at some events due to room limitations – meaning we limit schools to a certain number of entries, and take additional teams as space allows. **In these cases**, you should **register every team you wish to compete** – enter them in the order of teams who you want to prioritize first (start with your “must competes” and enter the “less important” teams last) Our registration system will notify you of teams that are waitlisted.

After registration closes on Thursday at 5pm, **we will assign any remaining spaces to schools with teams who have been waitlisted**. We will immediately notify you so you can communicate with your students regarding whether or not they have been accepted off the waitlist.

If you wish to make swaps to which teams are entered after we adjust the waitlist, contact derek@dallasurbandebate.org – don’t try to do it yourself, you may lose your waitlisted spots.

If a team is not removed from the waitlist, we do not have space for them to compete. If you instruct them to show up on the day of the tournament anyway in hopes that space will open up, the responsibility for communicating our inability to take them falls entirely upon you.

Day of Registration

On the day of the tournament, you must check in at the registration table by the stated time. If you fail to do so, your teams will not be paired into the first round. Please take proactive measures (such as taking roll on the bus) to ensure we receive accurate registration as early as possible.

Registration: Tabroom.com

Beginning this year, all events will be run through Tabroom, an online platform sponsored by the National Speech & Debate Association.

Why Use Tabroom?

Tabroom has been the preferred platform for Speech & Debate across the country for years. Tabroom offers the following to improve efficiency and reduce tournament downtime:

- ❖ Online Ballots
- ❖ Real-Time Publishing of Results (High School JV & Varsity Only)
- ❖ Technical Support Sponsored By the NSDA
- ❖ Text/ Email Alerts When Pairings Are Released
- ❖ User-Friendly Interface For Following The Tournament

What Do I Need To Do?

Prior to the 2019-20 competitive debate season, the Head Coach of each program will need to complete the following:

- ❖ Create A Tabroom.com Account
- ❖ Create Your Institution (On Tabroom)
- ❖ Fill Out Your Roster Of Students
- ❖ Link Judges To Tabroom Accounts (Pre-Requisite To Online Ballots)
- ❖ Enable Data Reporting (Allows DUDA To Track Student Metrics)

Helpful Links

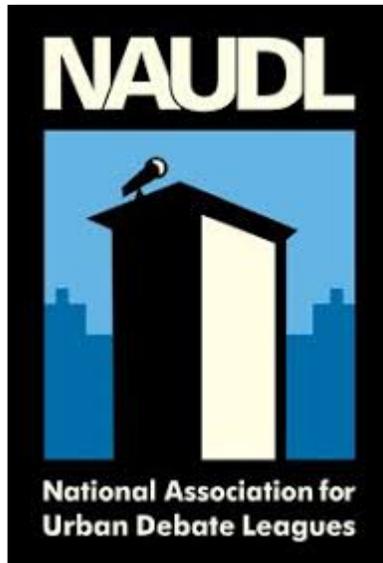
Tabroom.com has a substantial **Help Center** (docs.tabroom.com/Main_Page), as well as an **Online Support Forum** (support.tabroom.com) where users may receive technical assistance. Students may also create their own account to receive real-time updates, including pairings. In addition, the following links may prove helpful for first-time users of the platform:

- ❖ How To Sign-Up (docs.tabroom.com/Sign_Up)
- ❖ How To Administer A School (docs.tabroom.com/School_Administration)
- ❖ How To Register (docs.tabroom.com/Registration)
- ❖ How To Use The Online Calendar (docs.tabroom.com/Calendars)
- ❖ General Tournament Info (docs.tabroom.com/Tournament_Info)
- ❖ How To Use Online Ballots (docs.tabroom.com/Judging#Online_Ballots)
- ❖ How To View Results (docs.tabroom.com/Viewing_Results)

Is the Help Center/Support Forum Not Solving Your Problem?

Email the Director of Programming (derek@dallasurbandebate.org)

Special Events



NAUDL Championship

The Dallas Urban Debate Alliance will again participate in the National Association for Urban Debate Leagues National Tournament, which will be hosted in Dallas from April 3 - 5 this year. 2 High School Varsity teams will qualify.

Qualification Process

The top two DUDA teams with a record of success in the Varsity High School division over the course of the year will qualify to participate in the National Association for Urban Debate Leagues National Tournament.

Teams must compete in at least 3 Varsity tournaments hosted by DUDA to qualify. Only 1 team per school can qualify.

The top 2 qualifying teams will be determined using a weighted metric system, which will assign points based on:

- preliminary round win/loss record,
- speaker points,
- strength of opponents,
- and the number of middle school rounds they have volunteered to judge (there is a 10-round volunteering cutoff to this category).

Final weightings for each category will be published with the publication of the Varsity rankings after the first tournaments.