

# Nebraska Envirothon



## Policy Manual

## **SECTION I: DESCRIPTION OF PROGRAM**

**1.1.** The Nebraska Envirothon is a registered trade name of the Nebraska Association of Resources Districts (the “Association”). Nebraska Envirothon is a competitive event for students in grades 9-12 conducted and promoted under the name Nebraska Envirothon and sponsored primarily by the Association. Other cooperating agencies and organizations who in the past and may in the future support the program include the USDA Natural Resources Conservation Service, individual Natural Resources Districts, US Forest Service, Nebraska Department of Education, Department of Natural Resources, Nebraska Forest Service, Nebraska Game and Parks Commission, Nebraska Department of Environmental Quality, University of Nebraska-Institute of Agriculture and Natural Resources, and Society for Range Management. The contest is designed to test student knowledge of natural resources in seven categories: soil, forestry, wildlife, aquatics, range, land use and one other area of study selected annually on the basis of national interest (the “Program”).

**1.2.** The goals of the Program are as follows:

**1.2a.** To encourage students to think critically about natural resources and issues which affect natural resources.

**1.2b.** To aid in the development of an understanding of the difference between scientific fact and scientific theory.

**1.2c.** To encourage a rational, well thought-out approach to natural resources management.

**1.2d.** To increase knowledge and awareness about natural resources and the principles of natural resources management in Nebraska.

**1.2e.** To aid students in the recognition of the basic laws of science.

## **SECTION II: PROGRAM ORGANIZATION**

**2.1.** The Information and Education Committee of the Association has the overall responsibility for the development and administration of the Program and will appoint a Chairperson of the Program, who will report to the I & E Committee, will be responsible for the detail development and maintenance of the Program. The Steering Committee will select an Advisory Committee to provide them with advice and guidance on the Program. The Program will be developed following the guidelines, rules, and recommendations of the North American Envirothon Program.

## **SECTION III: STEERING COMMITTEE**

### **3.1. Purpose.**

The Steering Committee shall develop and recommend to the Association Information and Education Committee the policies, budget and administrative structure of the Nebraska Envirothon program. The purpose of the Steering Committee is to:

**3.1a.** plan and organize the state-wide Envirothon competition.

**3.1b.** provide guidance and advice to Natural Resources Districts regarding local Nebraska Envirothon events.

**3.1c.** promote the growth of the Nebraska Envirothon program.

**3.1d.** promote the growth of the North American Envirothon program.

### **3.2. Membership.**

The Chairperson will appoint the members of the Steering Committee, which members are to be approved by the I & E Committee. Members will include the NARD Executive Director, Association Public Relations Director, Association Office Manager, one person from each of the regions where contests will be held, preferably the Regional Coordinator of the that region, two to four members of the Advisory Committee plus others deemed appropriate.

### **3.3 Meetings.**

The Steering Committee shall meet at least three times a year at such times and places that the Chair shall determine. In addition, any member may request the Chair to call a meeting.

### **3.4 Voting.**

Any votes taken by the steering committee will be determined on a majority count. A quorum shall consist of one-half of the members of the Steering Committee being present.

## **SECTION IV: STATE ADVISORS**

The Steering Committee shall select State Advisors to assist and provide advice in the development of tests and other Envirothon material and interests. The State Advisors will work with and advise the Steering Committee.

### **4.1 Membership**

The State Advisors shall include as a minimum, representatives from the following organizations:

- 4.1a.** Natural Resources Districts (Each of the **six** regional coordinators).
- 4.1b.** Nebraska Forest Service.
- 4.1c.** Nebraska Game and Parks Commission.
- 4.1d.** USDA Natural Resources Conservation Service.
- 4.1e.** Nebraska Department of Environmental Quality.
- 4.1f.** Society for Range Management.
- 4.1g.** University of Nebraska-Institute of Agricultural and Natural Resources.
- 4.1h.** Nebraska Department of Education.
- 4.1i.** Nebraska Department of Natural Resources.

Each organization shall advise the NARD office as to who will be their representative as a State Advisor.

## **SECTION V: RECORDS AND FINANCE**

The Chairperson will coordinate with the Association's Executive Director, who shall be responsible for maintaining accurate and current financial records and reporting of funds dedicated for Envirothon purposes. The Nebraska Envirothon funds will be specific and separate but administered with the Association Funds. A budget shall be developed by the Steering Committee and recommended to the I & E Committee. This budget will be specific and separate for the Nebraska Envirothon but will be administered with the Association budget and approved by the Association. The Steering Committee members shall be required to work within the approved budget.

## **SECTION VI: GENERAL RULES AND REGULATIONS FOR THE STATE AND REGIONAL COMPETITIONS.**

The following are general rules and regulations for State and Regional competitions:

- 6.1** Nebraska students in grades 9 through 12 are eligible to compete or equivalent home school ranking
- 6.2** The highest scoring team(s) from each of the six regional competitions will be invited to the state contest. In addition, the next eight highest scoring teams, from across the entire state, will be offered wild card invitations to the state contest until teams have accepted. In the event of a tie on the wildcard invitations, the steering committee has the authority to expand the wildcard invitations as necessary. However, in no case may a school send more than two teams to the state competition.
- 6.3** Each team will consist of five members from the school or organization. Teams with four or three members, may compete; however, such teams will lose points during the oral presentation phase of the state competition. A sixth student may be listed as an alternate on any team, but may only participate in the event one of the regular members cannot compete.
- 6.4** Each team must compete at the regional level before it is eligible to compete at the state competition.

- 6.5 Each team must have an adult school advisor who accompanies the team to each competition who shall be responsible for the conduct of his or her team during the competition.
- 6.6 Adult school advisors are prohibited from assisting a team during the actual competition.
- 6.7 The use of snuff, tobacco, drugs, alcohol and cell phones or other electronic devices is prohibited during the entire competition. All rules for the host facility must also be adhered to.
- 6.8 Unless otherwise provided, arrangements for transportation and meals are the responsibility of each team.
- 6.9 Each team eligible to participate in the state competition is required to submit a registration form along with a registration fee to be set by the Steering Committee on or before April 15th . Information on grants for financial assistance to cover registration fees may be available by contacting the Association.
- 6.10. The Steering Committee will be responsible for conducting the actual competition and will appoint a regional coordinator for each competition.
- 6.11. No preparatory or study materials are permitted at the location where the tests are actually given. Any materials needed in order to take the tests, will be provided by the sponsors at the actual location where the tests are given.
- 6.12. All decisions of the Judges are final on all events, and may not be appealed.
- 6.13. In the event of a tie, both (all) teams tied for first place will advance to the state competition.
- 6.14. Team placement will be determined by the highest cumulative point score.
- 6.15. Rules and regulations of Nebraska Envirothon may be changed from year to year by the Steering Committee without prior notice to the participants of the competition.

## **SECTION VII: SPECIAL RULES FOR REGIONAL COMPETITIONS.**

In addition to general rules governing competitions, the following rules shall govern regional competitions.

- 7.1 Seven tests will be given during the regional competitions. The highest cumulative point score of all seven tests will determine the winner. Each regional competition coordinator will be furnished the same seven tests and testing material for their regional competition.
- 7.2 The seven tests subjects include but are not limited to forestry, wildlife, aquatics, soils, range, land use/natural resources policy and a current issue selected by the Steering Committee based on the special issue selected by the North American Envirothon Committee.
- 7.3 Tests shall consist primarily of multiple choice, true/false and hands-on subject questions.
- 7.4 Test forms will be available at each test station for the use of each team.
- 7.5 Participants are required to mark only the answer sheet provided to them. Each team will be furnished one score sheet at each test station to record team answers. Individual team member's answers are not permitted.
- 7.6 Participants will have 15 minutes at each test station to complete the test at such station.
- 7.7 Each regional coordinator will be provided a test key for scoring tests.
- 7.8 Prior to a regional competition, each regional coordinator will be provided with the materials required to administer the tests.
- 7.9 At the close of each regional competition, regional coordinators will forward team scores to the Association office.
- 7.10. If a region has more than one regional competition scheduled during the year, then individual team scores from each competition within the region will be compared against all other team scores within the region in order to determine the regional champion.
- 7.11. Teams must compete in either assigned regions. If a team would like to participate at a different regional contest, they would need to write a letter to the steering committee expressing why they would like to change districts. With written notification they are eligible to compete in

a different district and not be penalized. The team will need to compete in that district each year until they write another letter signifying a change.

\*In 2012 a team is allowed to compete at any regional contest due to the changing of the regions and not be penalized (a team can only compete at one regional contest). Whichever region a team competes at in 2012, that team must then continue to compete each year in that same region until a letter is written to the steering committee requesting a change of regions.

### **SECTION VIII: SPECIAL RULES FOR STATE COMPETITIONS,**

In addition to the general rules governing competitions, the following rules shall govern state competitions:

**8.1** Registration forms and fees are due in the Association's office on or before April 15th.

**8.2** Participants will compete at seven different test stations, one for each subject area. Six of the test stations will give written tests consisting of multiple choice, true/false and hands on interpretation questions.

**8.3** The seventh station will require each team to address question concerning a special issue each year based on the special issued determined by the North American Envirothon Committee.

The oral presentation will:

**8.3a.** be at least 8 minutes minimum and no more than 10 minutes in length. or over 10 minutes. Points will be deducted for presentations under 8 minutes.

**8.3b.** require participation of all five team members. Each team member contributes up to two points for participating orally in the presentation.

**8.3c.** require teams to present a natural resource remediation strategy for an actual (on the ground) or hypothetical natural resources issue.

**8.3d.** Following the presentation there will be a question and answer period for the judges.

**8.3e.** Only visual materials allowed are posters. There is no limit to the number of posters a team is able to use. There will be an easel provide for teams to use. Note cards



are allowed during the presentation. All visual materials and note cards must be turned in at registration. Materials will be made available immediately prior to presentation.

- 8.4** All judges will be selected by Steering Committee. Judges criteria will mirror the North American Envirothon Criteria.
- 8.5** All test questions shall be based on scientific fact or observation and may require participants to identify specific information, deduce problems or otherwise demonstrate the abilities and expertise required by a professional in each field of study.
- 8.6** Test forms will be available at each test station for the use of each team.
- 8.7** Participants are required to mark only the answer sheet provided to them. Each team will be furnished one score sheet at each test station to record team answers. Individual team member's answers are not permitted.
- 8.8** A State Championship plaque will be awarded to the team that has the highest cumulative point score, and each member of such team will receive a medallion. Teams placing in second and third place overall and each team member will receive a medallion. Each team that has the highest score on individual subjects of the competition will also receive a plaque.
- 8.9** In the event of a tie, in overall cumulative scores, the tie will go to the team with the higher placing special topics score. Additionally, if the special topics scores are also a tie then the scores from the other areas starting with aquatics and working in alphabetical order through the testing areas (aquatics, forestry, ect.) until the tie is broke.
- 8.10** A school sponsored chaperon must accompany teams to the state contest and be present during the contest or provide contact information in case of emergency.
- 8.10.a.** During the contest teachers, advisors or chaperons are not allowed to have contact with participants during testing sessions.

## **SECTION IX: THE NORTH AMERICAN ENVIROTHON COMPETITION**

The winning team of the Nebraska Envirothon shall represent Nebraska at the North American Envirothon. In the event the winning team cannot attend, the Nebraska runner-up will attend the competition.

### **9.1 Funding for North American Envirothon Competition**

**9.1a.** The Association will pay the registration fee from the NARD Foundation account. The team is responsible for arranging transportation to the national competition and for expenses. The Association will provide information and advice.

**9.1b.** Membership on the North American Envirothon Committee will be paid by the Association from the Information and Education account.

**9.1c.** Delegates to the national committee shall be the Public Relations Director for the Nebraska Association of Resources Districts.

### **9.2 Team Participation in the North American Envirothon Competition**

Members representing the Nebraska teams must have competed in the current year's state/regional Envirothon competition in order to compete at the Annual North American Competition.

**9.2a.** Each team will consist of five students from the same school, home-schooled group, or local organization. All teams must be sponsored and certified by a Member of North American Envirothon. All registration forms listing the names and other information of team members, advisors, and guests must be submitted by the date set by the NAEBoD and host state/province and provided as directed to North American Envirothon Committee. All students, advisors, and guests must be registered to participate in the Annual Competition.

**9.2b.** No alternates, with the exception of legal substitutions approved by the NAEBoD, may participate in any Annual North American Envirothon competition.

**9.2c. Substitutions:**

- i. Emergency substitutions can be made from the list of alternates approved by the respective NAEC Member.
- ii. Any team having to make two or more substitutions to the original state competing team will not be allowed to participate at the North American Envirothon and the alternate team will be asked to present Nebraska at the North American Envirothon. The competing teams needs to inform the Nebraska Envirothon of any changes or substitutions prior to June 1<sup>st</sup> and prior to registering the team for the North American Envirothon Contest.

The Nebraska Association of Resources District adopted this program manual on  
          September 25          2001. (Revised November, 2013)