

# NOVA EAST ODYSSEY NEWS

## Tournament Information

February 2024

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Regional Tournament - March 9, 2024  
**Williamsburg Middle School & Discovery Elementary**  
3600 N Harrison St, Arlington, VA 22207 & 5241 36th St N, Arlington, VA 22207

**It is almost here! Please read the following information,  
and share it with your team and parents.**

This newsletter contains important information about the tournament. Please read it thoroughly. Then, visit the NOVA East Odyssey website and print copies of the other necessary information and bring it along with you to the meet. To reduce waste, we will not be providing extra copies of schedules at the meet. **Please visit the NOVA EAST Odyssey of the Mind website <https://novaeastodysseyofthemind.wordpress.com> and come prepared with:**

- 1. Emergency Care Forms:** We are asking the coach to have a "Field Trip Form" with the emergency medical information/release for each team member. The form is at the end of this newsletter. Please copy one for each team member or email them and ask the parents to fill them out and return them to you. Coaches, please bring them to the tournament and keep them with you during the day in the unlikely event that you get separated from a child's parent and something happens. We suggest bringing a cell phone and numbers of coaches/parents involved so you can easily contact each other throughout the day.
- 2. Coach Entrance Ticket:** This ticket appears on page 9 of this newsletter. Please fill in your information and bring it to the registration table. You will need this to receive your spontaneous ticket and coach button.
- 3. Forms (for Problems 1-5):** You will need to bring 4 copies of your completed style form, 4 completed copies of your required list, 1 completed outside assistance form, 1 completed cost form, and any team-specific clarifications to give to the judges. Primary Teams are not required to bring forms, however, the team list is always appreciated as it gives the judges an idea of what is happening in the skit. Find the forms you need at <https://novaeastodysseyofthemind.wordpress.com/resources/>.
- 4. Schedule:** Print out a copy of the final schedule so you will know when your team will be presenting their long-term problem and spontaneous solutions. It's useful to have the whole schedule with you that day so you will know when other teams are performing. You and your team may want to watch others perform their long-term solutions. No printed programs will be handed out. Take extra care to make sure you arrive on time to your problem site. See <https://novaeastodysseyofthemind.wordpress.com/tournament-schedule/>.
- 5. Participation Certificate:** Feel free to print out copies of this for all your team members to give to them on the day of the tournament. They are available in the Members Area of the Odyssey of the Mind Website.

## Directions to and Parking at Williamsburg MS and Discovery ES

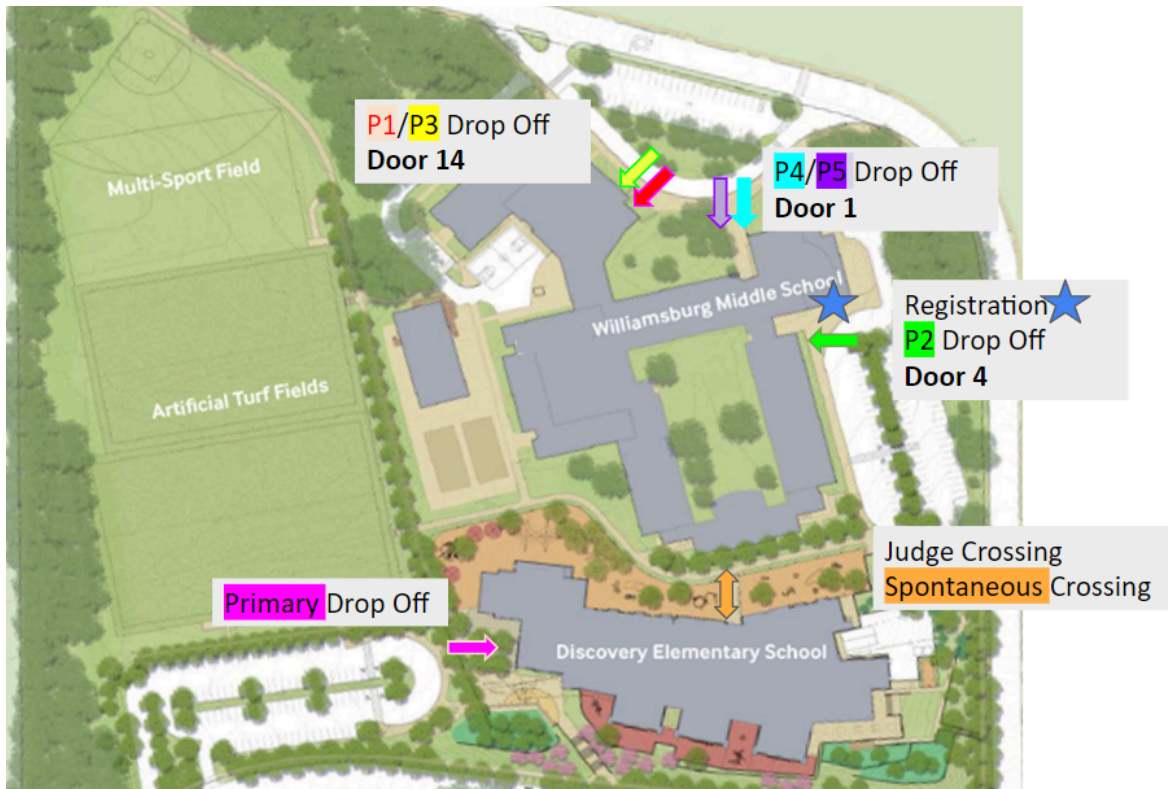
- A map and directions can be found on Google maps
- Plan on carpooling. You may even want to meet at your school's parking lot on March 9<sup>th</sup> to organize this so you arrive together.
- Be sure to park only where it is legal.
- The bus lane may NOT be used for parking.
- Teams should plan on dropping off their props and set pieces in the bus lanes (see next page for more information). Make sure you have a responsible adult to wait with team members and props in this drop-off area while another adult parks the car.
- There are three **small** parking lots near the schools (see the map below) but if you are up to walking, please consider parking further away.
- There is **additional parking** in the neighborhood around the schools (some is shown as lines on the map below).
- There is parking all along **Williamsburg Blvd** (not shown on the map) that is a couple blocks further away



- Please ask your guests to make use of **legal parking** locations instead of parking illegally and risking towing and the possibility that Nova East Odyssey will not be allowed to return next year due to non-compliance.

## What Do I Do When I Get There?

- **If you are a Primary team** go directly to Discovery Elementary School to drop off props, register, and perform.
- **Problems 1- 5** will begin in Williamsburg Middle School. Enter through Door 1 or Door 4 and check in at the registration table and wait for all your team members to arrive in the cafeteria. Problem 1-5 Coaches will **check in**, receive a **coach's button**, and get their **spontaneous ticket** which they will need to have to check in for their spontaneous problem at Discovery.
- **Props/sets** can be dropped off at (see map below for locations):
  - Door 4 for Problem 2
  - Door 14 for Problems 1 and 3
  - Door 1 for Problem 4 and 5



- All **Coaches of Competitive Teams (Problems 1-5)** and **Volunteers** will report to the **registration** table in Williamsburg Middle School inside Door 4. **Judges** will report straight to their judging site.
- **Primary** Teams will perform from 10:00 a.m.-2:00 p.m. in **Discovery E.S.** and can go straight there to check in.
- All **Spontaneous** Competitions will take place upstairs in **Discovery E.S.**. Teams will only be allowed access to the 2<sup>nd</sup> floor for their spontaneous performance, and the slide is closed.
- **Concessions and souvenirs** will be sold inside Door 4 or at the bottom of the stairs if you enter through Door 1. Find a table in the **Williamsburg Cafeteria** or the **Discovery Dining Commons** (for Primary or early spontaneous) to meet up with your team members.

## **How Do I Find My Way Around?**

**Follow the Arrows:** Once inside, getting to where you need to be will be made easier by following the arrows. Posters will be displayed with colored arrows leading to the Problem sites: 1-red, 2-green, 3-yellow, 4-blue, 5-purple, Primary-pink, (Spontaneous is orange) Let your fans know what numbered problem your team is doing. Due to security directives, we will not be distributing maps.

**Ask Someone:** Volunteers at registration tables as well as Nova East OM Board Members or Problem Captains with green Odyssey T-shirts can also help you find your way around.

## **Information for Fans**

The campus of Williamsburg and Discovery is large and will be full of teams and their fans on March 9. Please be sure that your fans will know how to find you. Everyone that will be coming to watch your performance should know:

- The **Number and Name of your Long-Term Problem. (i.e. Problem 1:Drive-in Movie)**
- The **Location** of your performance. (The location is specified on the schedule)
- The **Time** of your long-term performance.
- The name of your **School** (and **whether you are team A or B** if there are more than one team from your school doing a particular problem).
- It also helps if they know your **Coach's Name**.
- During some performances, judges are required to walk around the teams as they perform.
- Note: Spontaneous competition is Secret. Neither fans nor coaches are allowed to watch teams solve their spontaneous problems.

## **Procedures for All Teams**

**Tournament Schedule:** The final schedule will be posted on our website at <https://novaeastodysseyofthemind.wordpress.com/tournament-schedule/> and sent out to coordinators to email to coaches. For coaches who are coaching multiple teams, we have made sure that the long-term performances are not conflicting, but we did not schedule around the Spontaneous times, so you may need to find a parent to help escort your team to Spontaneous. Please understand, too, that it is a very complex schedule so we couldn't always ensure that teams from the same school didn't have overlapping times.

**Tournament Etiquette:** As you wait in the hallways with your team, please remember to keep your voices down and leave space for people walking by. Also, there is no need to sit outside the door to your site for hours before your performance. Hallways get very crowded and difficult to move through if teams are jammed in those areas waiting for hours at a time. It is best to meet first in the **Cafeteria**, and then proceed to your performance site.

**Registration:** Registration for all divisions of teams doing problems 1-5 will begin at 7:15 am downstairs in the Williamsburg cafeteria; there is often a line first thing in the morning so allow yourself plenty of time. You do not need to come at 7:15 if your team

is not performing until later in the day. Plan to be at the school at least **an hour ahead** of your first scheduled performance so you can drop off items, park, register your team, find your performance room and get your team calmed and situated. The coach should bring their **Coach Ticket** which is the small form at the end of THIS newsletter complete with their school's **Odyssey of the Mind Membership Number** written on it. Coaches will sign in at the table and receive their **Coach's Button** and their **Spontaneous Ticket**. Only one coach may wear the **button** as they will be the one allowed to pick up scores when they are ready (approximately an hour after their team's performance ends).

**Forms Checker Tables:** The Forms Checker Table will be unmanned; however, a list of required forms will be taped to the table so teams can come check for themselves to be certain your team has all the required forms and lists. Very few blank forms will be available that day, so please come prepared. Remember to bring **4 copies of the style form, 4 copies of the required list, 1 completed outside assistance form, 1 completed cost form** to give to the staging judge, and any team-specific clarifications.

**Spontaneous Procedures:** Teams should report to the spontaneous check-in table (located in Discovery ES) 20 minutes before their scheduled time. At the registration table downstairs in Williamsburg MS, you will receive your **colored** spontaneous ticket which your team should present to the volunteer at the spontaneous table. This ticket will have your time on it and the time you are allowed to be admitted. Do not present the ticket before the time printed on it. Teams may come to the hallway before their time but will not be admitted upstairs to the spontaneous rooms before the time printed on their ticket. Only team members and one coach will be admitted to the holding area. Coaches may wait with their team in the holding area but will be asked to wait for their team downstairs while their team is in the spontaneous room. Team members should have their school's membership number memorized to avoid confusion when asked by their escort. Remember that all team members may participate in Spontaneous. There will be a bake sale hosted by the Discovery PTA near the Spontaneous stairs.

**Spontaneous Point Deductions:** Caution your teams not to talk about their spontaneous problem after they have had their turn. The same problem is used for every team within the same long-term problem division. Tell your teams not to tell anyone about the problem, even parents and coaches. They should not even discuss whether it was hands-on or verbal. Any discussions may be overheard. Remember that later performing teams can gain an advantage by overhearing. Teams have received a spontaneous score of "0" because of a discussion of the problem after leaving the room. We will enforce the "no problem discussion" rule. Problems should not be discussed after the tournament (especially no Internet discussions), because other regions will be using the same problems. Primary teams do not compete in Spontaneous.

**Long Term:** All 7 team members are allowed to perform. If some team members are not performing, they should come to the staging area until dismissed by the judge. They should take bows with the team after the performance and talk to the judges.

Non-performing team members may hand out playbills to the audience IF the playbill is NOT being scored for Style points. If the playbill is being scored, then performing members must hand it out during the performance and give copies to the staging judge. Refer to the program guide for more information.

**Long Term Schedules & Sites:** All teams must report to the check-in area 20 minutes before their scheduled performance time. The staging area judge will tell the team when to proceed to staging. Please be on time. We want to stay on schedule as much as possible. Remember the teams in the non-technical problems are only guaranteed a 7' by 10' area in which to perform, but most sites will be larger. Balsa teams are given a weigh-in time about 30 minutes prior to their performance.

**Digital Recording and Photography:** Your team will be asked in the staging area whether they will allow digital recording and/or photography during their performance. Please discuss this with your team and parents in advance. If they do not give permission, NO ONE should record or photograph their performance (even your parents).

**Scores:** Coaches may report to the Head Judge for your problem at the problem site when raw team scores are ready (scores will be available approximately an hour after your team's performance ends). Scores will only be given to the coach with the official coach button that was received at registration. If you feel there is a problem with the long-term raw scores, please discuss the item with the Head Judge. **YOU HAVE 30 MINUTES AFTER RECEIVING YOUR SCORES TO PROTEST THEM.** The time you receive your raw scores will be noted on the score sheet you receive. If you wish to protest a score, please see the Head Judge before the 30 minutes have passed. If you cannot resolve the question, the problem will be taken to the Problem Captain. If still unresolved, the coach may ask for a problem intervention form from the Captain immediately. A tribunal will be called within one hour and the results relayed to you by the Tournament Director. The tribunal's decision is final. **Style scores** will be noted on your team's score sheet for your information only. Style scores cannot be challenged. Team scores not picked up at the problem site will be sent to the information table after the last team has performed for the day. It is recommended that coaches pick up their team's scores. The sticky note comments on the back are wonderful to share with team members.

**Clarifications:** Coaches and team members are responsible for all official problem clarifications pertaining to their problem as posted on the Odyssey of the Mind Association web site [www.odysseyofthemind.com](http://www.odysseyofthemind.com). Clarifications take precedence over rules in the problem and are binding on all teams. Teams should bring copies of any clarifications that their team has requested for their particular solution to the problem to present to the staging judge.

**Penalties for Outside Assistance:** In the heat of the moment as team members make final preparations for their performance, it's only natural for parents to want to help; however, stop yourselves. Remember that preparations are the responsibility of team

members, not their parents. Students should apply their own make-up, reassemble their own props, etc. They are also responsible for carrying their props a short distance from the staging area to where they will perform. If parents are seen giving outside assistance, penalties may be given. It's good to have a toolkit of repair items on hand for the kids to use in case something breaks, but the kids need to do the fixing. That's the spirit of Odyssey of the Mind. Coaches may want to do some "What if's" before the meet. (ie. What will you do if the music doesn't work? What will you do if someone forgets their lines?) This will give kids the chance to think about what might go wrong and how they will solve those problems in the moment if they do occur.

**Penalty for Not Providing a Judge or Volunteer:** *Teams who have not arranged for a judge (one per team) and volunteer (one per team) to represent their team at the meet will be assessed a 50 point penalty for "unsportsmanlike conduct."* Volunteer judges must be trained and are assigned by the Odyssey Board based on needs of the meet. Judges may not change their assignments arbitrarily.

**Opening:** There is no opening ceremony. Teams may begin performing early with check-in for balsa beginning at 8:00 am.

**Awards Ceremony:** Awards for Divisions I, II, and III will begin at **6:00 pm**. The Awards Ceremony will take place in the Williamsburg auditorium. Teams are not required to attend the awards ceremony, but it's a nice time to cheer for the winning teams and close out the experience.

**Primary Team Awards:** Awards for Primary Teams will be given to each team as they finish their performance. They need not attend the Awards Ceremony.

**First Place Teams:** First place teams from each problem site will be going on to State Finals. Only teams going on to the State Finals may request that their paperwork be returned. Teams going on to State Finals will meet with the Regional Directors or a designated Region 11 Board Member immediately following the closing ceremony. They will be given State Finals information and registration materials. Each team going to State Finals must provide one volunteer AND one judge to work at the State Finals.

Odyssey of the Mind State Finals will be held

April 6, 2024

**Tuscarora High School**

801 N. King Street, Leesburg, VA, 20176

## **Team Meetings, Concessions, and Souvenirs**

**Meeting and Eating with your Team:** The **Cafeteria in Williamsburg** is the perfect place to meet up, regroup, do some last-minute team-building, and enjoy a snack or lunch. Claim a table for your team, and this can serve as your home base while you prepare to go to your performance site. Please **restrict eating to the cafeteria** so we do not risk leaving messes in other areas of the school. If it's a nice day, teams will also be able to eat outside on the grass or playground.

**Food:** The **Discovery PTA** will be having a bake sale, and **Nova East OM** will be selling breakfast and lunch items, like donuts, fruit, and pizza (see **page 10** for more info). Breakfast items will be sold in the morning, and lunch items will be sold in the afternoon. We are recommending that teams purchase concessions at the schools instead of venturing out to find a restaurant. If you do go out for lunch, please be sure to plan accordingly so your team is not late to its scheduled performance or spontaneous time. Remember parking is tight, and you may lose your spot if you leave the campus.

**Souvenirs:** There will be a merchandise table by the cafeteria in the middle school. Nova East OM will be selling items such as games, toys, hats, rubber ducks, and other items to keep OMers busy. All proceeds go to help cover the cost of the tournament and start up costs for next year. We accept credit cards.

**Keeping OMers Busy:** OMers are, by definition, energetic and creative! Coaches might want to bring games, books, puzzles, mini-spontaneous problems, or other items to keep team members busy. The merchandise table has fun games and toys available for purchase in case you forget. Teams are also encouraged to watch other teams perform. It is a long day, and we want everyone to have FUN!

## **Good ODYSSEY of the MIND Manners**

**Courtesy:** In order to keep the flow of traffic to a minimum and not distract performers, please instruct your teams and parents to enter and leave the competition areas between the performances, rather than during the performances. All doors will be closed and monitored during the presentations to avoid distractions. No one (including parents and coaches) will be allowed to enter a presentation room during a performance! Sometimes the problems run behind schedule, but they will NEVER start before the assigned time.

**Flu Season:** Please coach your team members to wash their hands and cover their coughs and sneezes with their elbows. It is a very large event, so participants also may want to consider wearing a mask when they are not performing. Also, team members who are sick with a fever should not attend the event. While it's very sad when a team member must miss the event, it is best for them and other participants if they stay home and recover. Team members should think ahead about what they will do if one of the participants gets sick and is unable to attend. It involves problem solving, teamwork, and creativity, but the kids can make those adjustments!

**Clean-up:** There are few venues in our region that can accommodate an event of our size. We need to be polite guests so we are invited back in years to come. Remind your team they should leave the building cleaner than they found it. All teams are responsible for cleaning up after they perform their problem. Please bring appropriate cleaning supplies as they will not be provided. Make sure rest rooms are left clean. Also, while you may have no more use for your



set pieces and costumes, please take them with you and dispose of them yourselves. When teams abandon their props and large set pieces, our board and custodians are left with additional trash duties. We want to be welcomed back. Please do your part so we are remembered as a thoughtful and courteous bunch.

**Volunteers:** Please remember that Odyssey of the Mind is 100% volunteer run! All judges, coaches, volunteers, board members, and problem captains are there because they believe in Odyssey! No one receives compensation in any way except smiles and thank yous.

**Thank You Notes:** After the tournament, please make sure your entire team, or you, as the coach, writes a thank you note to your school sponsoring organization, administration, and possibly to:

**Williamsburg Middle School & Discovery Elementary**

3600 N Harrison St, Arlington, VA 22207 & 5241 36th St N, Arlington, VA 22207

**Email:** the principal [bryan.boykin@apsva.us](mailto:bryan.boykin@apsva.us) AND admin asst. [daisy.portillo@apsva.us](mailto:daisy.portillo@apsva.us)  
at Williamsburg Middle School  
AND/OR

the principal [erin.healy@apsva.us](mailto:erin.healy@apsva.us) AND admin asst. [sandra.amores@apsva.us](mailto:sandra.amores@apsva.us)  
at Discovery Elementary School

Hope for good weather! Should anything such as snow happen, listen to the radio or television for closings. If Arlington County Schools activities are closed, we are canceled. Please cross your fingers that nothing stands in our way of holding the tournament on March 9<sup>th</sup>.

**Please remind your teams that  
they have accomplished so much to get to this point,  
and they should have fun at the tournament!**



**COACH TICKET**



Team Name (school or group) \_\_\_\_\_

Team Membership # \_\_\_\_\_

Problem: \_\_\_\_\_ Div. \_\_\_\_\_

Name(s) of coach(es): \_\_\_\_\_

\_\_\_\_\_

Person picking up registration materials: \_\_\_\_\_

# 🍕🍕 **NOVA East Odyssey of the Mind** 🍕🍕 **Souvenirs & Concessions**

🦆👒 Buy a duck or crazy hat souvenir! 🎉



🍴 Indulge your taste buds! 🍴

☕ Coffee from Starbucks! ☀️

🍩 Donuts from Krispy Kreme! 🍩



🍕 Slices of pizza from Papa Johns! 🍕

Satisfy your cravings with a variety of  
🍪🥤 snacks and refreshments. 🍪🥤

All proceeds go towards supporting  
NOVA EAST Odyssey of the Mind

🙏🙏 Thank you for your generosity! 🙏🙏

March 9, 2024

**Williamsburg Cafeteria near Door 4**

8:00 am - 2:00 pm



**DISCOVERY PTA**



# **ODYSSEY OF THE MIND TOURNAMENT BAKE SALE & SNACKS**

**MARCH 9, 2024**

**8:00 AM-2:00 PM**

**DISCOVERY DINING COMMONS**

\*All items are nut-free

\*Gluten-free items will be available



**ARLINGTON PUBLIC SCHOOLS  
PARENTAL AUTHORIZATION FOR FIELD TRIP**

This Section to be Completed by School Staff		
Student Name:	School:	Grade:
Field Trip (Include Purpose and Planned Activities, if needed): <b>Nova East Odyssey of the Mind Tournament at Williamsburg MS &amp; Discovery ES where the team will perform their solutions to Odyssey of the Mind problems.</b>		
Date(s) of Trip: <b>Saturday, March 9, 2024</b>	Time(s) of Trip: <b>All day</b>	Expense (if any): <b>None</b>
Mode of Transportation (check all that may apply): <input checked="" type="checkbox"/> Private Vehicle <input checked="" type="checkbox"/> Walking <input type="checkbox"/> School Bus <input type="checkbox"/> Charter Bus <input type="checkbox"/> Public Transportation <input type="checkbox"/> Commercial <input type="checkbox"/> Air Vehicles driven by: <input type="checkbox"/> APS Bus Driver <input type="checkbox"/> Staff <input checked="" type="checkbox"/> Parents <input type="checkbox"/> Other Adult		
Related risks (check all that may apply) <input type="checkbox"/> Swimming Pool <input type="checkbox"/> Amusement or Theme Park <input type="checkbox"/> Beach, River, Stream, or Ocean <input checked="" type="checkbox"/> Walking to Destination		

**Parents/Guardians – Please Read the Following, Check the Appropriate Boxes, and Sign this Section**

**Parent/Guardian Authorization and Acknowledgement of Risk**

I, as the parent or legal guardian, give permission for student named above to participate in this field trip. I understand that participation in this field trip is voluntary and not a required part of the school curriculum. I understand that it exposes my child to some risk. I have read and understand the purpose of the field trip and authorize my child to participate in above referenced field trip and to be transported as noted above. I also understand that participation in the field trip will involve activities off school property; therefore, neither Arlington Public Schools or its employees and volunteers, will have any responsibility for the condition or use of any non-school property. I also understand that if school buses are not provided, that APS does not insure the transportation described above. I expressly agree to hold harmless and reimburse the Arlington County School Board, its individual members, agents, employees and representatives, as well as trip supervisors and chaperones, for any and all losses, damages or injuries arising out of, in connection with, or during the above named student’s participation in this trip, to include but not limited to any costs incurred for the rendering of any emergency medical procedures or treatment, if any.

<input type="checkbox"/> I agree to the above <input type="checkbox"/> I opt out of this field trip
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**Notice of Financial Responsibility**

Please note that the School Board reserves the right to cancel any trip for safety or other reasons. In the event of such a cancellation, the trip operator’s cancellation policies, as well as those of the hotels, bus companies, ticket operators and others providing services in connection with the trip will determine the amount of any refund to which you are entitled, if any. Refunds or any other reimbursements will not be provided by the School Board if the trip is cancelled or delayed. By signing below, parents and guardians acknowledge that they have read this notice and accept responsibility for any and all cancellation fees, costs, losses, medical expenses, hospital or physician fees, or any other expenses incurred by or on behalf of the parent, guardian, or their students related to this trip.

<input type="checkbox"/> I agree to the above
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**Medical Authorization**

The school has my permission, when I (or my physician) cannot be contacted, to take my child to the emergency room of the nearest hospital (in a private automobile or emergency vehicle). I further provide the hospital and its medical staff my authorization to provide treatment which a physician deems necessary for the well-being of my child. **The following information is accurate to the best of my knowledge.**

<input type="checkbox"/> I agree to the above	
Parent/Guardian (Or Eligible Student Over Age 18) Signature:	Date:

**Student Agreement**

While participating on this school-sponsored field trip, I will accept responsibility for maintaining good conduct and behavior. I will follow directions at all times. I am subject to the *Student Rights and Responsibilities* as outlined in the APS Handbook.

Student Signature:	Date:
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**EMERGENCY CONTACT INFORMATION**  
**Contact Information During the Time Period of the Field Trip**

Mother or Guardian Name:		
Home Phone:	Work Phone:	Cell Phone:
Father or Guardian Name:		
Home Phone:	Work Phone:	Cell Phone:
Alternate Contact Name:		Relationship:
Home Phone:	Work Phone:	Cell Phone:

**Medical Care Information**

Family Physician:
Health Insurance Company:
Group Policy Number:
ID Number:
Phone Number:
Student allergic to any medications? If so, please list:
Any other allergies (food, bee stings, etc.)? If so, please list:
Describe any special needs of the above student related to this trip: