

2017 - 2018 Math Meets

5th & 6th Grade and 7th & 8th Grade

Coordinator's Instructions
Meet Rules and Regulations

Mission Statement

The mission of the Greater Dane County Advanced Learner Coordinators' Network is to be a collaborative support group, a professional network, an advocate for gifted education, and a conduit for opportunities and services to school districts, gifted students, and their families.

Chairperson
Mary Kennedy, Poynette

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Math Meet Program Goals

1. To stimulate interest in mathematics.
2. To recognize exceptional mathematical talent.
3. To provide a healthy academic environment.
4. Support the National Council Of Teachers of Mathematics Standards and the Common Core State Standards for Mathematical Practice.

National Council of Teachers of Mathematics

The NCTM Standards reflect the importance that society places on reasoning and problem solving and research in how children learn. The Standards recommend strengthening mathematics teaching and learning by shifting toward:

- ✧ a deeper study of **mathematical concepts** and a broader study of mathematical content areas, along with their uses in today's world.
- ✧ more **active student involvement** with mathematics and the **use of a variety of appropriate mathematical tools for solving problems.**
- ✧ creating classrooms that are stimulating learning environments in which all students have the opportunity to reach their full mathematical potential.
- ✧ **assessment** that is ongoing, continuous, and multifaceted.

NCTM 97-98 Handbook, NCTM Goals, Leaders & Position Statements:

- to develop a deep conceptual understanding in order to make sense of mathematics. Students need to know not only how to apply skills and knowledge, but also when to apply them and why they are being applied.
- to master specific knowledge necessary for its application to real problems, for the study of related subject matter, and for continued study in mathematics.
- to learn and view mathematics as a way of thinking about and interpreting the world around them.
- to recognize that mathematics is a creative part of human culture in much the same way as music or fine art.

Common Core State Standards for Mathematical Practice

The CCSS for Mathematical Practices describe varieties of expertise that mathematics educators at all levels should seek to develop in their students. These include 1) the NCTM processes of problem solving, reasoning and proof, communication, representation, and connections. 2) The National Research Council's report *Adding It Up* which specifies the strands of mathematical proficiency of adaptive reasoning, strategic competence, conceptual understanding, procedural fluency, and productive disposition:

- Make sense of problems and persevere in solving them
- Reason abstractly and quantitatively
- Construct viable arguments and critique the reasoning of others.

Historic Description

The Dane County Math Meet is not a new concept, but forming a consortium of schools in the area for the purpose of competing in the area of mathematics is. The Math Meet originated in the Sun Prairie Area School District in 1981 and was coordinated by Tom Bindl, fourth grade teacher, and Gary Hanson, high school math teacher. The purpose of the Math Meet at that time was to recognize and encourage exceptional mathematical talents.

And so a tradition began. As it continued to grow, it included Wisconsin-Talented and Gifted Outreach. It now includes the schools that are members of the Greater Dane County Talented and Gifted Coordinators Network. All students in 5th through 8th grade in each school district in the area have the opportunity to take the initial screener provided to determine if there is a readiness to compete at the regional level.

Once all schools in each area screen for students, teams are formed and a local meet is held with the direction of the Gifted and Talented Coordinator in each school district. The coordinator organizes the local meet so many children have the opportunity to practice and be exposed to an event which is similar to the Regional Math Meet.

Regions exist around the Madison area which represent schools and students for the Math Meet. Each region rotates hosting the regional math meet every other year. The host schedule is included in the booklet. Each regional host is responsible for completing a successful math meet each year. Support is provided to each of the regional hosts via the chairs of the committee.

A Regional Math Meet winning team is determined, and that team advances to the Mega Meet, which is sponsored by the University of Wisconsin Madison Math Department or Madison College. Students participate with students of like ability both in individual and team events. Awards and

ribbons are given to students.

Students participating at any level in the math meet have the opportunity to work individually and also as a team to explore various areas of mathematics. It is our hope that we stimulate increased interest in mathematics which provides for healthy academic challenge and achievement.

Math Meet Committee Responsibilities

The Math Meet Committee will perform or oversee the following:

- 1 Announce at GDCALN meetings information about the Regional Math Meets.
- 2 Locate and work with regional test writer.
- 3 Locate and work with regional test proofreader.
- 4 Work closely with the GDCALN treasurer for billing, expenses, host reimbursement, and participating membership.
- 5 Confirm the number of districts participating at each regional meet with the host site coordinator.
- 6 Purchase Awards*
- 7 Supply a copy of the Regional Test to host sites before March 1st.
- 8 Supply certificate awards for top 5 individual student scores for each regional.
- 9 Supply certificate awards for each **district's** top 2 highest individual scores.
- 10 Supply the participating districts with a screener and a copy of the previous year's Mega Math Meet problems and answer keys.
- 11 Notify UW-Madison/Madison College of the Regional Teams that will continue the math challenges at the Mega Math Meet.
- 13 Attend the Mega Math Meet if possible.
- 14 Assist UW Mathematics/Madison College, as needed.

Awards

- **Individual Trophies for the Top Five Individual Scores**
- **First place trophy** for the school and individual neck ribbons with medals for each member of the Highest Scoring Team.
- **Second Place Trophy** for the school and individual Red 2nd place ribbons for each member of the 2nd place team There will be no ties for first place or second place.
- Purple **Participation Ribbons** for all 5/6 Grade Math Meet team members.

Deliver awards to the hosts at the January GDCALN meeting.

Test Writer Expectations

Each year the Greater Dane County Advanced Learner Network and Whitewater Area Talented and Gifted Network host math meets for 5th/6th and 7th/8th grade high-ability math students. The Test Writer writes two tests with answers and problem explanations and creates two timed power points for the mental math sections of the tests. All problems are geared to the level of the strong math student. The 5/6 problems should include Algebra; the 7/8 should include Geometry.

Test problems should be aligned to the CCSS but not necessarily at the 5/6 or 7/8 grade levels as most of the math meet teams are accelerated in math by one or two years.

Test Writer Fee: The fee for writing the tests, providing answers with explanations, and creating power points is \$350 for each test for a total of \$700.

Test Reviewer Fee: A Test Reviewer is paid to carefully examine the tests for inconsistencies, ambiguities, incorrect answers, check the answer explanations for clarity. The Tests Reviewer is paid \$100 for each test.

Test Composition:

- Include a header with the grade level and year on all sheets
- Label each event with total points AND each question with point value

Part I Individual Events:		
Subtest	Point Value	Time Allotment
1. Calculation without a Calculator	20 points	10 minutes
2. Problem Solving with a Calculator (consumer word problems)	25 points	10 minutes
3. Mathematical reasoning with a Calculator Geometry, Measurement, logic, statistics, conversions, patterns, lateral thinking, etc	35 points	15 minutes
4. 10 Mental Math problems Timed 15 seconds to view problem; 10 seconds to write answer	20 points	5 minutes
Part II Team Problems:		
Four problems that need to be solved as a team. Usually the students look the problems over and divide the work. They are multi-layered problems. These are like the problems at the very end of the chapter that could be done in a small group or individually.	100 points could vary point value of each; partial credit could be allowed	20 minutes

1. **The test** written with simple, clear language. Expectations as to labeling of the answers and providing an answer in lowest terms (details, details...) must be clearly stated. There needs to be a clear indication of where the answer is to be written. The Mental math portion has been timed automatically to show each problem for 15 seconds; then blank the screen for 10 seconds. Pre-timed power points can be sent to the writer to simplify this--all s/he would need to do is plug in new problems.
2. **A Unique problem** that can be used as a tie breaker for individual high scores if a tie remains after following the procedure outlined in this booklet on page
3. **The Answer Key** with the problems. This can be projected on the screen by the test explainer when explaining the test answers following each subtest.
4. **Problem Explanations** of how the answers are derived. These can be included on the answer key. Please type or write in INK.

Timeline: The test should be written, and sent to the test reviewer by January 3. It needs to be publisher ready and to the math Meet Chairperson by January 24th .

Previous years' tests can be found at:

<http://www.gdcaln.org> or http://whitewatertagnetwork.org/Math_Contests.html

(bottom of page)

Test Corrector Expectations

The test writer is responsible for reviewing the 5/6 and 7/8 Math Meet tests. Attention to:

- Wording of the test problems
- Accuracy of the answers
- Ensuring that all test components match the answer key
- Typographical errors
- Timing of the Mental Math power point (view problem for 15 seconds; write answer within 10 seconds)
- Communicating with Test Writer for corrections

To avoid questions regarding test errors, it is highly recommended that the test writer have two high school students who have participated in the math meet take the tests. They can then raise questions that occur to them as they are taking the test such as the wording of the test problems and accuracy of the answers.

Math Meet Electronic Attachments Sent to Hosts in March before their Regional Meets

Document name	Type of Document	Notes
Mental Math Power Point 5/6	Power Point	Please make sure they "run" and are timed correctly before the day of your meet.
Mental Math Power Points 7/8	Power Point	
Problems for Events 1-3; team problems 5/6	Word or PDF	Copy these for your test correctors. May copy for the students. These have only the answers which are what the students want.
Problems for Events 1-3; team problems 7/8	Word or PDF	
Answer Key with problems and explanations 5/6	Word or PDF	Your test explainer may prefer showing the students this. It is a PDF document with the problems, answers, and how the answer was derived. Make sure you give this to your test explainer ahead of time. Test correctors will need a copy as well.
Answer Key with problems and explanations 7/8		
Item Analysis/Feedback	Excel Spread Sheet	This analysis is for the test writer so he knows how the students did on each problem. Indicate which problems were correct for each student. One person can do this.
Scoring Grids/Spreadsheet		This spread sheet calculates the scores for you. Hopefully the appropriate cells are locked so the formulas in each one cannot be changed. Best to have someone who understands Excel enter the data.
Top 2 Certificates	Power Point	Certificates for Top 2 individual student scores in each district represented in your meet.

Time Line

- September: GDCALN meeting. Determine participation in math meet.
- October: REMINDER: All participation forms and payments must be received by the GDCALN Treasurer by October.
- December: The assigned committee member will order all ribbons and trophies in December.
- Host schools select possible days for the 5th and 6th grade and 7th and 8th grade regional math meets and inform other schools.
- January: Ribbons, trophies and checks for hosting are delivered to the host schools at the January, GDCALN meeting.
Teams should be selected by the end of January.
- February: Local selection of teams. Each gender should be represented on the eight member teams. Regional dates selected. Host schools order materials and refreshments.
Chairperson receives test materials from writers/reviewers.
- March: Chairperson sends a copy of the official regional test to regional sites. Host schools review Host Site Responsibilities. Hosts call Chairperson if necessary to review procedures and materials.
Electronic Documents sent to math meet Hosts.
- Regional Math Meet: All Regional Math Meets are to be held by the end of April.
- After Regional Meet: Fax or email the winning Regional Math Meet Team form and Team Summary Form to Lisa Sheil for 5th & 6th and Lucia Rowley for 7th & 8th.
- May Mega Meets: University of Wisconsin-Madison - Grades 5 & 6
Madison College - Grades 7 & 8

Math Meet Committee Assignments 2016-2017

- Committee Members:** Chairperson, Mary Kennedy, Poynette; Lisa Sheil, McFarland; Lucia Rowley, Madison
- Booklet Revision & Host School Schedule:** Lucia, Mary
- Regional Awards:** Mary Kennedy
- Test Writer Coordinator:** Mary Kennedy
- 7/8 Mega Meet @ Madison College Contact:** Lucia Rowley

5/6 Mega Meet @ UW-Madison Contact: Lisa Sheil

Electronic Sample Tests & Screeners: Mary sends to Webmaster Kristy Champion

Electronic Certificates: Lucia and Mary

Thanks You Notes to Hosts: Mega Meet Chairs

Date	Task	Assignment
Sept	Discuss revisions to the book	All
Sept	Revise booklet	Mary Kennedy
Oct	Contact Madison College (Juanita Comeau and John Grade) to select date for 7/8 Mega Meet	Lucia Rowley
Oct	Contact UW-Madison Math Dept to select date for 5/6 Mega Meet	Lisa Sheil
Oct	Gather registrations for Math Meet from Treasurer	Mary Kennedy
Oct	Revise Host Schedule	Mary
Oct/Nov	Contact 5/6 and 7/8 Regional Test writer	Mary
Nov	Contact hosts to clarify expectation/answer questions	Mary
Nov	Distribute electronic booklets	Mary
Dec	Determine number of awards needed	Mary
Dec	Order Awards and Trophies	Mary
Dec/Jan	Finalize Regional Tests	Mary
Jan	Bring awards and checks for hosting to GDCALN Meeting for hosts	Mary, Kristy
Jan	Meet with all regional hosts to answer questions	Mary
Mar	Send electronic copies of tests to hosts	Mary
March/Apr	Send electronic certificates to Regional hosts *	Mary
Mar/Apr	Serve as contact for 5/6 Regional hosts for 5/6	Lisa
Mar/Apr	Serve as contact for 7/8 Regional hosts for 5/6	Lucia
Apr	Collect names of winning 5/6 Regionals	Lisa
Apr	Collect names of winning 7/8 Regionals	Lucia
May	Attend 5/6 meet at UW-Madison	Lisa
May	Attend 7/8 meet at Madison College	Lucia
May/June	Send Thank-you notes to Mega Meet hosts	Lucia & Lisa

5/6 Regional Math Meet 2017 Host Schedule

Regional	District/Enrollment	# of 5/6 teams	Host Years
Archimedes 9 teams			
	Cambridge 907	1	Spring 2017 Spring 2018
	New Glarus 925	2	Spring 2019 Spring 2020
	Poynette 1147	1	Spring 2021 Spring 2022
	Deerfield 797	1	Spring 2023 Spring 2024
	Belleville 917	1	Spring 2025 Spring 2026
	Parkview	1	Spring 2027 Spring 2028
	Lake Mills 1417	2	Spring 2029 Spring 2030
Esher 8 teams			
	Monona Grove 3152	2	Spring 2017 Spring 2018
	Monroe 2739	2	Spring 2019 Spring 2020
	Stoughton 3290	2	Spring 2021 Spring 2022
	Beloit 6985	2	Spring 2023 Spring 2024
Newton 8 teams			
	DeForest 3484	2	Spring 2017 Spring 2018
	Sauk Prairie 2766	2	Spring 2019 Spring 2020
	Oregon 3736	2	Spring 2021 Spring 2022
	Wauwaukee 3964	2	Spring 2023 Spring 2024
Mitchell 10 teams			
	Middleton Cross Plains 6614	3	Spring 2018 Spring 2019
	Madison	3	Spring 2020 Spring 2021
	Sun Prairie 7373	3	Spring 2022 Spring 2023
Pascal 7 teams			
	Mount Horeb 2370	1	Spring 2018 Spring 2019
	Marshall 1263	1	Spring 2020 Spring 2021
	McFarland 2329 (w/o WVA)	2	Spring 2022 Spring 2023
	Lodi 1609	2	Spring 2024 Spring 2025
	Evansville 1760	1	Spring 2026 Spring 2027
Curie 6 teams			
	Fall River	1	Spring 2017 Spring 2018
	Albany 384	1	Spring 2019 Spring 2020
	Juda	2	Spring 2021 Spring 2022
	Queen of Peace	2	Spring 2023 Spring 2024

School enrollment reflects Third Friday Count

7/8 Regional Math Meet 2017 Host Schedule

Regional	District/Enrollment	# of 7/8 teams	Host Years
	Archimedes 9 teams		
	Cambridge 907	1	Spring 2017 Spring 2018
	New Glarus 925	2	Spring 2019 Spring 2020
	Poynette 1147	1	Spring 2021 Spring 2022
	Deerfield 797	1	Spring 2023 Spring 2024
	Belleville 917	1	Spring 2025 Spring 2026
	Parkview	1	Spring 2027 Spring 2028
	Lake Mills	2	Spring 2029 Spring 2030
	Esher 8 teams		
	Monona Grove 3152	2	Spring 2017 Spring 2018
	Monroe 2739	2	Spring 2019 Spring 2020
	Stoughton 3290	2	Spring 2021 Spring 2022
	Beloit 6985	2	Spring 2023 Spring 2024
	Newton 9 teams		
	DeForest 3484	2	Spring 2017 Spring 2018
	Sauk Prairie 2766	2	Spring 2019 Spring 2020
	Baraboo 3157	2	Spring 2021 Spring 2022
	Oregon 3736	2	Spring 2023 Spring 2024
	Waunakee 3964	1	Spring 2025 Spring 2026
	Mitchell 9 teams		
	Middleton Cross Plains 6614	3	Spring 2018 Spring 2019
	Madison	3	Spring 2020 Spring 2021
	Sun Prairie 7373	3	Spring 2024 Spring 2025
	Pascal 6 teams		
	Mount Horeb 2370	1	Spring 2018 Spring 2019
	McFarland 2329 (w/o WVA)	2	Spring 2020 Spring 2021
	Marshall	1	Spring 2022 Spring 2023
	Lodi 1609	1	Spring 2024 Spring 2025
	Evansville 1760	1	Spring 2026 Spring 2027
	Curie 6 teams		
	Fall River	1	Spring 2017 Spring 2018
	Albany 384	1	Spring 2019 Spring 2020
	Juda 316	2	Spring 2021 Spring 2022
	Queen of Peace	2	Spring 2023 Spring 2024

School enrollment reflects Third Friday Count: <http://data.dpi.state.wi.us/data/Groupenroll.aspx?>

Regional Host Site Responsibilities

1. Contact regional member schools and set math meet day, time and place. Inform chairperson of date. (Mary Kennedy mkenn@poynette.k12.wi.us)
2. The students should provide their own pencils and calculators.
3. Using *ONLY THE AMOUNT ALLOTTED* by GDCALN, order refreshments for the student participants, judges, etc. who are at the regional meet. You should provide a snack and drink for participants as they arrive and a snack and drink for the break after the mental math event. Room rental fees, and duplicating of testing materials need to be borne by your district.
4. REGIONAL TEST COPYING SUGGESTIONS
 - **Colored Paper:** Different color per TEAM
 - **Tests 1 - 3 Individual Tests:** 9 copies of each subtest-one for each team member 1:1 (do NOT duplicate 2:1 or back: back). and one for the coordinator/coach.
 - **Test 4: Mental Math:** 9 copies of the answer sheet (8 for each team member and one for the coordinator/coach). Make a copy of the problems for the coordinator/coach. Problems are included in the Test Explanations.
 - **Team problems:** 10 copies of the team problems—different color for each team. 8 copies for the team to work off of. One clean copy for submitting to the scorers. One copy for the coordinator/coach.
 - **Answer Key and test explanations:** One copy of each back: back for each district and for each test corrector (4 copies).
 - Put clean copies of the test, the answer key and the test explanations in an envelope for the coordinator/coach of each team.
5. Provide a schedule of the day and scratch-paper for the students on the day of the meet.
6. Pack and present to visiting teams THE DAY OF THE MEET: clean copy of test and answer sheet, all individual participating student's tests and score sheet and TEAM CERTIFICATES (These are provided by the Chairperson as a power point.)
7. Provide room and a table that will seat eight for each team.. Determine appropriate room set-up to provide both individualized working conditions for students and a team set-up. Provide judges table and determine procedures for coaches/teams to interact with judges.
8. Procure a math person to explain the answers of the problems in detail to students. High School students are a great choice. Use electronic answer sheets for viewing on a computer connected to a projector or a Smart Board.
9. Provide at least four scorers to score the tests and proctors to supervise students while taking tests. Supervision of students may be done by accompanying coordinators.

Coaches and/or Coordinators may help with scoring. Have one person responsible for entering the scores & another to check the math! **Team score sheets and regional Summary Form will be sent electronically in an Excel Spread Sheet** (hard copy found in separate word document).

10. Be sure to have persons available for supervision. All adults from districts attending should be circulating during the events to watch for problems and answer questions. Questions from students should be answered by neutral supervisors (not from that district).
11. Keep copies of the Regional Math Meet Agenda, Regional Math Meet Rules, and Tie-Breaker Information available at your regional meet. They are very helpful when making a ruling and should be no surprise to anyone. Everyone is supplied with a Math Meet Booklet.
12. Read the **Regional Math Meet Rules** on p. 18 before the meet starts.
13. Present all Certificates and Awards at the end of the Meet.
14. Regional host will fax or e-mail a copy of the winning teams' completed Team Form Pages 17 & 18) and the Team Summary Form (page 23) to Lucia Rowley for 7/8 and Lisa Nyenhuis for 5/6. See bottom of team recording sheets for contact information.
15. Regional Host will provide the following information to Lucia Rowley & Lisa Sheil:
Name, phone #, and e-mail of contact person for each team advancing to the Mega Meet.
Name and grade level of winning team members.
5/6 teams use the form on Page 24 to register the team.

Tips for Team Formation and Preparation

Your team needs to have four 5th graders and four 6th graders or four 7th graders and four 8th graders

Your team should have both genders represented (preferably equal)

Different districts form teams in different ways. The use of multiple data sources is preferred. Here are some ideas:

- Collect **quantitative** data: tests data, classroom performance, MATS scores,
 - Inviting any/all students to take screeners and then using the screener score(s) to form the team
 - Using a screener in advanced/high math class
 - Using tests from Math Counts and rate accuracy and problem-solving ability
 - Select students based on teacher observation
- Collect **qualitative data**: Inviting students to participate in an after-school club-like setting; motivation, ability to be a team player, leadership skills

General Recommendations

- Have an alternate of each gender prepared to go in case of illness/emergency (otherwise **alternates do NOT attend**)
- Inform the alternates that they attend the meet only if needed

Team Preparation Ideas:

- Use old Math Meet tests (see GDCALN web site)
- Use challenging math problem solving materials
- Describe the schedule/format of the day
- Provide tips on how to approach each subtest: watch time, read the whole test/event over first, always guess rather than leaving it blank, look for patterns, etc...
- Discuss the team event: focus on knowing their strengths, brainstorm how to divide the labor, assign an organized team member to look over the final copy and be responsible for providing the clean copy for the judges.

Information to send to Regional Participants

Reproduce on letterhead or imbed/attach to an e-mail

Welcome to the _____ Regional Math Meet!

We have scheduled the meet to begin at TIME on DAY, DATE, at the PLACE. The meet will take approximately two hours to complete. Students should dress comfortably and **bring pencils and a calculator** to the meet. There will be a "treat" break built in the morning. The math meet will consist of six events beginning with a warm-up exercise. This event is just to get the students relaxed and comfortable with their surroundings. The actual Regional Math Meet events are as follows:

Event 1	Problem Solving without the use of a calculator
Event 2	Problem Solving using a calculator if students wish
Event 3	Mathematical Reasoning
Event 4	Mental Math
Event 5	Team Problem Solving

Each student will be scored as the answers are being explained to the students. A running tally of team totals will be posted as the event progresses. The final results will be announced shortly after the end of the team event. For your convenience the following items can be found in the test booklet located on the Greater Dane County Advanced Learner Network at www.gdcaln.org. Go to Student Programs/Math meet:

- A complete schedule of the events that will take place
- A copy of the Regional Math Meet Rules for you and your students to review
- Sample tests for your practice sessions

- Two team rosters to complete and bring with you on the DATE
- The address of the Meet Site is: _____
 My contact information is: _____

REMEMBER:

- Only the eight member team can attend the regional math meet.
- Each gender **should** be represented on both teams.
- ALTERNATES DO NOT ATTEND THE MEET.

Sincerely,

Name & Title

Regional Math Meet Agenda			
Regional Hosts will provide the warm-up exercises and judges needed.			
*Indicates actual work time. Other times may vary. Please inform team coaches that ALL student scores will be tabulated after each event and be included in the team total score for each event.			
INTRODUCTION			
Welcome/Warm-Up Exercise			15 minutes
Event # 1	PROBLEM SOLVING (Without a Calculator)	(20 points)	10 minutes*
Paper collection/Explanation			7 minutes
Event # 2	PROBLEM SOLVING (With a Calculator)	(25 Points)	10 minutes*
Paper collection/Explanation			7 minutes
Event # 3	MATHEMATICAL REASONING (With a Calculator)	(35 points)	15 minutes*
Paper collection/Explanation			7 minutes
Event # 4	MENTAL MATH Timed Power Point	(20 points)	5 minutes*
Pencils down- View for 15 seconds*			
Pencils up - Off 10 seconds* Students write down their answer.			
Pencils down-View 15 seconds*			
Repeat pattern for all 10 problems			
Paper collection/Explanation			7 minutes
Break			15 minutes
Event # 5	TEAM PROBLEM SOLVING	(100 points)	20 minutes*
Explanation			7 minutes

Present Awards	16 minutes
Total time	2hr. 20 minutes

REGIONAL MATH MEET RULES & PROCEDURES

Composition of Math Meet Teams

Four 5th graders, and four 6th graders form eight member team OR

Four 7th graders and four 8th graders form an eight member team

Each gender SHOULD BE represented on each team.

Participation is limited to two years for students 6th grade or below.

Alternates Should a team member be unable to participate, an alternate may attend in his or her place. The alternate needs to represent the same grade level in order to maintain the team composition. ***Should a team attend the meet without four students from each grade level, the team will be allowed to participate in the meet but the score will not be recorded.***

NO ALTERNATES are allowed to attend the Regional or Mega Math Meet unless they are replacing an absent team member. NO EXCEPTIONS.

Supplies Students need to bring calculators and two sharp pencils to the Regional Math Meet. If other materials are needed, your host school will contact you prior to the Math Meet.

Individual Events Seating During the individual events, there should be one student from each team at each table.

Read at Regional Meet:

- *Students and Coaches demonstrate a positive attitude toward mathematics to the math meet.*
- *Students and Coaches will demonstrate a respectful attitude of fellow competitors and coaches to the math meet.*
- *Talking is NOT permitted during the individual events.*
- *When the team event is in progress, the team will decide how to solve each problem. The students are encouraged to discuss the problems during this event.*
- *Supervision and the answering of questions, during an event in progress, will be done by a coach of another team or independent/neutral proctor .i.e. Sun Prairie will supervise Monroe.*
- *The TEAM SCORE at a given meet is the SUM of ALL of the individual students' scores for each event **and** the team problems score.*
- *The first and second place teams go on to the Mega Meet. Teams that are advancing need to bring the same team members that competed at the regional meet. See use of alternates as described above.*
- ***Unless otherwise noted, all answers must be expressed in lowest terms.***

Recording Student Scores

Test Runners (Maximum of one per team)

- The test runner delivers and individual test forms to each team member face down.
- Do not deliver or pick up tests from your own team.
- After each event the test runners collect the tests and deliver them to the Score

Table.

- Test Runners can answer a student's question but not a student from his or her own district.

Test Correctors (4 - 5)

- A panel of test correctors is determined before the meet begins (at least four is recommended). They will correct the tests.
- Each test corrector has a copy of the Answer Key
- The test correctors need to reach consensus regarding acceptable answers and/or partial credit.
- Total points are calculated and written at the top of the page on each subtest.
- After each test is corrected, another test corrector double checks the work and point total.

Score Recorders (2)

- Double check the point totals on each student test sheet.
- If the total is incorrect, take the test back to the Scoring Table to be corrected.
- If the total is correct, write the score of each test paper at the name of person who received that score.
- After you enter all of the scores for that team, add up the total number of points for the team and enter it at the bottom of that event column. Place the student test sheet under the TEAM FORM. The tests will be sent home with each team along with copies of each event test and answer keys.
- Continue to enter the scores at the top of the diagonal line for Events 2, 3 and 4.
- Keep a running tally of the total number of points under the diagonal line for each event.
- The total number of team points must equal the total number of student points.
- **Team score sheets and regional Summary Form will be sent electronically in an Excel Spread Sheet** (hard copy found on pages 17 & 18 of this booklet). *It is helpful if you have someone enter the scores who is familiar with Excel Spread Sheets.*

Following the Individual Events:

- Recorders determine the first and second highest scores FOR EACH District and the Top Five Individual scores in the Regional.
- Host prepares the **student certificates** first and second highest scores FOR EACH District. This will then be given to Host Emcee for presentation AFTER the Team Event.

Team Events

- Each team designates a team captain.
- The captain is responsible for collecting one clean copy of the answer sheet for each problem to be given to the Test Runner for the Test Correctors.
- Test Correctors score the team problem and record the total at the top of the page for each problem.
- The Test Correctors need to reach consensus regarding acceptable answers and/or

partial credit.

- After each test is corrected, another test corrector double checks the work and point total.
- Team Event Problems are added to the Individual Subtest Totals for the Grand Total Score. The total number of points determines which teams will attend your Regional at the Mega Math Meet held at UW-Madison or Madison College in May.

Tie-Breaker Procedure for Team Scores:

1. Add all student scores. This should be done at the beginning. If this is not done, this is the first step for breaking a tie.
2. If a tie remains...
 - a. Proceed to the Mental Math test.
 - b. Begin at problem #1
 - c. Add the total number of students, on each team, that correctly answered problem #1. The team with the most students that answered that question correctly gets one point.
EXAMPLE: Blue team had 6 students out of 8 that answered the problem correctly. Red team had 5 students out of 8 that answered the problem correctly. BLUE TEAM WINS.
 - d. If a tie remains continue on to problem #2 in Mental Math. Repeat the procedure through all of the Mental Math problems.
EXAMPLE: Blue team had 6 students answer the problem correctly. Red team had 4 students that answered the problem correctly. BLUE TEAM WINS.
3. If a tie continues to exist...
 - a. Proceed to Event 1. Compare answers to the highest valued problem. i.e. problem #3 (10 points) Award one point to the team with the highest number of students that solved the problem. The pattern continues until the tie is broken.
 - b. Proceed to Event 2. Compare answers to the highest valued problem. i.e. problem #3(10 points) Repeat procedure outlined above.
 - c. Proceed to Event 3. Compare answers to the highest valued problem. i.e. problem #3(10 points) Repeat procedure outlined above.

If a tie score persists, continue procedure using problem #2 on each event.

Tie-Breaker Procedure for Individual Scores

1. Mental Math Individual Score
2. Event 1 Individual Score
3. Event 2 Individual Score
4. Event 3 Individual Score
5. Tie-breaker Mental Math Power Point Problems 1 - 5. For the 5/6 Meet, use the 7/8 Mental math test. For the 7/8 Meet, a new test will be provided.
6. Tie-breaker Mental Math Power Point Problems 6-10.
Team High Score

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District Participation 2017-18 Contact Information

District	Grade	Name	Email	Phone
Albany	5/6	Nicole Brewer	Nicole.Brewer@albany.k12.wi.us	
Argyle				
Baraboo	7/8	Jane McMahon	jmcmahon@barabooschools.net	355-3930
Belleville	5/6	Colleen McCarthy	mccarthc@belleville.k12.wi.us	
Belleville	7/8	Michael Cryderman	crydermm@belleville.k12.wi.us	424-1902 Ext 401
Beloit	5/6 & 7/8	Kristy Champion Joshua Thorison Felicia Whitfield	kchampion@sdb.k12.wi.us jthoriso@sdb.k12.wi.us fwhitfield@sdb.k12.wi.us	361-4082
Cambridge	5/6 & 7/8	Sharon Daly	sdaly@cambridge.k12.wi.us	423-3261 Ext 2108
Deerfield	5/6 & 7/8	Jill Fleming	flemingj@deerfield.k12.wi.us	764-5442 Ext 5209
DeForest	5/6 &7/8	Joe Parker	JoParker@deforestschoools.org	
Evansville	5/6	Kelley Gransee	granseeke@evansville.k12.wi.us	882-3865
Evansville	7/8	Doug Zblewski	zblewskid@evansville.k12.wi.us	882-3564
Fall River	5/6 & 7/8	Shelly Koch	skoch@fallriver.k12.wi.us	920-484-3333 Ext 290
Juda	5/6	Lucy Stuckey	lucys@judaschooli.org	934-5251
Juda	7/8	Scott Anderson	sa@judaschool.com stephway@judaschool.com	934-5251
Lake Mills	5/6 7/8	Jamie Syvrud Ashley Stewart	jamie.syvrud@lakemills.k12.wi.us ashley.stewart@lakemills.k12.wi.us	920-648- 2358
Lodi	5/6	Amy Good	goodamy@lodischoolswi.org	592-3854
Lodi	7/8	Tiffany Loken	lokenti@lodischoolswi.org	592-3854
Madison	5/8 &7/8	Lucia Rowley	lrowley@madison.k12.wi.us	608-800-4670
Marshall	5/6 & 7/8	Joe Wells	jwells@marshallschools.org	655-1310 Ext 556
McFarland	5/6	Lisa Sheil	SheilL@mcfsd.org	838-4500 Ext 5460
McFarland	7/8	Amanda Jamae	jamaea@mcfsd.org	838-4500 Ext 4876
Middleton-Cr oss Plains	5/6 & 7/8	Ruth Frawley	rfrawley@mcpsd.k12.wi.us	829-9433
Monona Grove	5/6 & 7/8	MB Blanding	Mary.blanding@mgschools.net	608-839-8834
Monroe	5/6 & 7/8	Alla Schwartz	allaschwartz@monroe.k12.wi.us	328-7266
Mount Horeb	5/6 & 7/8	Christine Parmley	parmleychristine@mhasd.12.wi.us	437-7453
New Glarus	5/6 & 7/8	Jeff Eichelkraut	jeff.eichelkraut@ngsd.k12.wi.us	

Oregon	7/8	Amy Miller	alm@oregonsd.net	835-4892
Poynette	5/6 & 7/8	Mary Kennedy	mkenn@poynette.k12.wi.us	635-4347 Ext 173
Queen of Peace	5/6 & 7/8	Mary Jo Vitale	maryjovitale@qopc.org	608-231-4580
Sauk Prairie	5/6 & 7/8	Cathy Stowers	cathy.stowers@saukprairieschools.org	643-5585
Stoughton	5/6 & 7/8	Laura Borsechnik	laura.borsechnik@stoughton.k12.wi.us	877-5549
Sun Prairie	5/6 & 7/8	Kathy Enstad	klensta@sunprairieschools.org	834-6518
Waunakee	5/6 & 7/8	Janell Dorn	janelldorn@waunakee.k12.wi.us	849-2023