

# CALIFORNIA ENVIROTHON OPERATING RULES AND REGULATIONS

(Adopted February 2021)

## **Introduction**

The California Envirothon Annual Competition will be conducted and operated under the following rules and regulations. The rules and regulations of the California Envirothon (CAE) are subject to change, revision, or modifications by the CAE Steering Committee (SC) as needed. Any and all changes will be noted and explained in advance to all registered teams and teachers/advisors. The CAE rules and regulations will be posted on its website (caenvirothon.com) as it is the primary source for communication and other essential information on the annual competition.

The National Conservation Foundation – Envirothon Rules and Regulations will provide additional structure and support on issues or topics not explicitly covered by the CAE's operating rules.

## **I. Team Eligibility Requirements**

1. The CAE Annual Competition is open to students enrolled in grades 9 – 12 and who reach age 14 – 19 by August 8 of the current competition year. Non-traditional schools and youth organizations (e.g., nonprofits) must follow the grade levels and age limitations as well.
2. Each team will consist of five students from the same school, non-traditional school, or youth organizations or clubs. Each team is encouraged to have an alternate. The alternate may volunteer for the event. Any substitution for a member(s) of the competing team must receive approval from the CAE SC, at least two weeks prior to the event.
3. Each team must have one teacher or advisor. If the team is coed, a chaperone of each gender (age 21 or older) must travel along. Each team must have a chaperone to oversee and supervise the students' conduct to avoid questionable behavior.
4. All teams must be sponsored by, or affiliated with, a Resource Conservation District or an association of RCDs, or an equivalent conservation entity. The CAE SC will be flexible on sponsorship if there is no local RCD coverage.
5. As part of the online registration, and to be eligible to participate in the CAE annual competition, all team members, teachers/advisors/chaperones, must certify their understanding of the CAE's operating rules.
6. All team registration fees (nonrefundable) must be paid in full on the deadline established by the CAE SC.
7. All registration forms (pre- and final) listing the names and other information of team members, teachers/advisor/chaperones, and guests, must be submitted by the date set forth by the CAE SC. There is one registration form per school or organization. This process is administered online at CAE's website (caenvirothon.com). Late submission of online registration and payment will be considered by the CAE SC on a case-by-case basis.

## II. Competition Rules and Regulations

1. Violating the CAE competition rules and regulations, IN ANY WAY or AT ANY TIME, is prohibited by students, teachers, advisors, chaperones, and guests. This may result in disqualification and dismissal from the event and host site.
2. Only materials identified by the CAE SC may be used by the students during the training, testing, and the oral competition preparation and presentation.
3. All resource materials must be checked in upon arrival at the host test site. Use of these materials or any other material other than what is provided at each field station test site is strictly prohibited. The only exception is each team may use a calculator. All materials checked may be retrieved at the end of the competition.
4. No electronic equipment or devices may be used by or be in the possession of team members during the instructional periods, field testing, oral presentation preparation, or oral presentation delivery. The only exception is if such equipment is provided by CAE for use during the competition, and/or approved prior to the start of the competition (e.g., to compensate for a physical or mental disability). The CAE SC should be advised of the any required medical devices.
5. The CAE competition is official at the time the team checks in and until such time the winning team is decided. During the competition, all team members and advisors must wear the CAE T-shirt provided upon check in. No other identification regarding school, team, or student name, either written or stated, is permitted. Name tags may not be worn at any time.
6. Any team, team member, team advisor/teacher/chaperone, or individual(s) associated with the team, shall not arrive at the host site facility prior to the designated day and starting time of the competition. Moreover, any team, team member, team advisor/teacher/chaperone, or individual(s) associated with the team, discovered on, near, or around the host site facility or testing stations other than during scheduled times, in the course of the competition, may be subject to immediate disqualification.
7. It will be considered an infraction of the rules of the competition for an advisor, teacher, or other non-team member to give input to their students in any manner once their team has begun official orals training. This will hold true all the way through the time from presentation of the orals questions, through the orals preparation, the preliminary orals, and until the final oral presentations are complete. *(This does not limit the advisors/teachers/chaperones from interacting with their students as long as it is understood that absolutely no discussion of the presentation topic or the execution of the presentation itself will be held.)*
8. No animal, other than a service animal on which the individual is physically dependent will be allowed at the CAE competition.
9. Judges/proctor decisions for all events will be final unless any disagreement is submitted to the CAE SC for review.
10. Any challenges or disputes may be submitted in writing or orally by an advisor or teacher to any member(s) of the CAE SC, up to 15 minutes after the first place team is announced. After

that time, all decisions are final.

11. Up to two teams per school are eligible to officially compete and rank in the annual competition. If a school wants to register more than two teams, the CAE SC shall be notified in advance for approval given capacity considerations. The additional teams will not be given “official” status. The CAE SC supports having extra teams as it affords the experience of competing in CAE and expand interest in the event. The teacher/advisor must inform the CAE SC through preregistration, which two teams are officially competing and the additional teams.
12. Only one team per school shall advance to the finals of the competition.
13. Registered teams with fewer than five students or those additional teams registered as not “official,” are therefore not eligible to compete for awards or recognition (see #11). Such teams will compete as exhibition only and to acquire experience.
14. If any student of the winning team cannot advance to the international Envirothon, the teacher/advisor shall recommend an alternate. The designated alternate must be approved by the CAE SC.
15. If the first place team is unable to advance, the second place team will be designated to proceed to the international competition. If the second place team is unable to advance, the third place team shall be designated. In the event that neither of the three teams is able to advance, the CAE SC shall make the final determination of which team will advance to the international competition.
16. The first place team and advisor will receive the CAE perpetual trophy for display. It will be returned to the following year's competition for award to the next winning team.

### **III. Codes of Conduct**

1. Advisors will be responsible for the team's conduct at the host site facility during the event. Any conduct by advisors or students deemed inappropriate by the CAE SC will be grounds for disqualification, disciplinary action, and dismissal. *Team members and advisors must attend all scheduled events at the competition.* No team member or advisor may leave the CAE site facility without first obtaining permission from the CAE SC.
2. Conduct of all CAE participants must be of an appropriate ethical manner for this youth-oriented educational setting. Students must wear appropriate dress attire. The CAE SC reserves the right to exclude anyone violating this rule from future events.
3. Participants are expected to attend all general sessions and other scheduled activities. Please be prompt and show respect to those in the audience and on stage.
4. Student/minor guest participants may not be in possession of, or use: tobacco/vapor products (including smokeless); alcoholic beverages; illegal/illicit drugs; and weapons, including firearms and knives. This is strictly prohibited at any and all CAE functions.
5. If any student is determined to be cheating or disregarding CAE rules and regulations, he/she will be subject to stringent disciplinary action and the entire team will be disqualified.

6. The teacher/advisor shall certify on the final registration form that their students have reviewed and understand CAE's Code of Conduct.