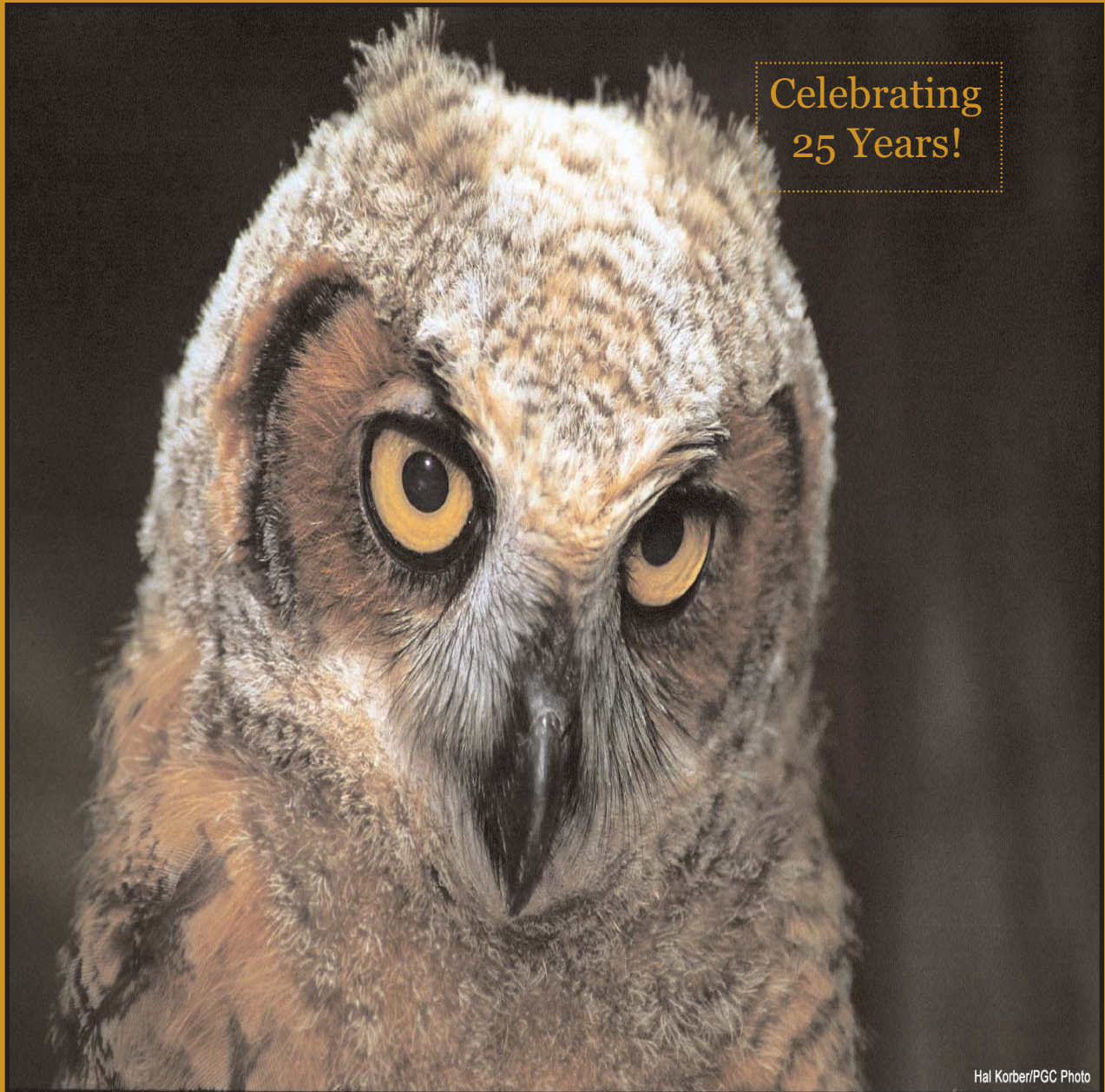


Coach's Manual

York County 2010 Envirothon
3rd & 4th Grade Event



Celebrating
25 Years!

Hal Korber/PGC Photo

An Environmental Education Partnership

York County Conservation District 118 Pleasant Acres Road York, PA 17402
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York County 3rd & 4th Grade Envirothon 2010

Table of Contents:

Table of Contents 1
Welcome to the Envirothon 2
Getting Organized 3
Forming Your Team(s) 3
How to Register Your Team(s) 4
Other Forms 4
Who is the Coach? 5
Study Resource Packets & CDs. 5
Study Sessions 6
Directions to Nixon Park & Rudy Park 6
Evaluations 6
Awards & Prizes **7**
Event Day Schedule 8
Lunch & snacks 8
Sponsors 8
Rules 9
Event Day Rules for Family & Guests 10
Contact Information 11
Important Dates 11
Checklist 12

These Important Forms in back of manual are required for participation:

STUDENT Registration Form (pg. 13)

TEAM Registration Form (pg. 14)

SCHOOL Registration Form (pg. 15)

These forms are voluntary but great fun during the recognition ceremony:

“Most Creative Name” Contest Form & Rules (Gold Form)

“Best Team Ever” Contest Form (Gold Form)

“Coach of the Year” Contest - Form (Gold Form)

Welcome to the Envirothon

The Envirothon is an environmental learning experience created by Pennsylvania Conservation Districts for Senior High students. Nearly 25 years later, Envirothon events are held throughout the United States and Canada. Pennsylvania holds Envirothon events in 66 counties. *York County is one of the rare exceptions throughout the United States that offers the Envirothon to grade levels other than senior high - we begin our events in the third grade!*

The Conservation District plans, coordinates and runs the Envirothon each year with the help of a committee composed of cooperating agency staff and volunteers. Substantial fundraising occurs each year to make the Envirothon possible. We depend on local corporate, individual, cooperating agency, and nonprofit organization sponsors to donate time, talent and resources.

The Envirothon provides quality environmental education to public, private & homeschooled students and teachers in York County. Last year over 800 students representing 150 teams and 14 school districts participated locally.

Studying our natural resources and taking part in an annual competition are both part of the Envirothon. So is teamwork, sportsmanship & fun. The lowest grade levels introduce students to the Envirothon while the competition intensifies as students advance through grade levels.

Each student participates as part of a school team. Envirothons are designed to be year-long, multi-media and interdisciplinary environmental education experiences. Months of study culminate in a day-long, outdoor competition in the spring.

At the Senior High level, the winning York County team earns the right to represent York County at the PA State competition where they compete for college scholarships and various prizes. The winning state team then represents Pennsylvania at the North American competition sponsored by Canon and held each July somewhere in the United States or Canada. **The Canon Envirothon is coming to Pennsylvania in 2012!**

Coaches (teachers or other adults) receive free resources (i.e. study material) through the York County Conservation District and its partnering organizations. Many teachers have included these valuable resources in preparing their daily lesson plans.

Resources are selected and compiled by an Envirothon committee from government agencies, industry, non-profit organizations and other sources. **Envirothon resources are designed to compliment and support the Pennsylvania Department of Education's Environment and Ecology standards.**

All students who attend the competition receive a T-shirt, medallion & certificate for their participating. At the 3rd & 4th grade level students earn proficiency level ribbons for their scores and fun prizes for efforts such as creativity and teamwork.

The purpose of this manual is to help coaches have a successful Envirothon. Have fun & good luck to you all.

Kim J. Young

Envirothon Coordinator

York County Conservation District

Getting Organized

Please read this manual carefully. Make every effort to follow all of our new rules in order to ensure that your team is able to register and compete. The 3rd & 4th grade Envirothon is designed to serve as an introduction to the Envirothon and its topics. Therefore, the competitive nature of this event is lower than what you may expect for our other grade levels.

All registration forms are located in the back of this manual. Please note the registration forms are color coordinated & your registration deadlines vary. There is also a checklist in the back of this manual to assist you in planning.

Forming Your 3rd & 4th Grade School Team(s):

Each school building may bring **TWO (2) separate TEAMS** to the competition. **Each team may have FOUR (4) TO FIVE (5) students** for a total of 10 students per building. NO EXCEPTIONS.

Home schooled students may register three separate teams of 4-5 students each. Home schooled students must reside in York County.

All teams must have their own name. If you have 2 teams, you must have 2 names. Each team must list their team name on the March registration form. We will no longer register a team without a name.

At the 3rd & 4th grade level **your team make-up is your choice.** You may have a combined team of third-graders & fourth-graders. Or you may choose to have a team of all third graders or a team of all fourth graders. Keep in mind that a team of ALL third graders might be at a disadvantage.

Each team must have a team captain. If you bring 2 teams, you must have 2 captains. Team captains accept awards on the team's behalf.

Each team must have a designated coach who chaperones the team all day. If you have 2 teams, you must have two coaches with you during the competition. Your second coach may simply be a parent assigned to chaperone one of the teams that day. No team may compete without a chaperone. NO EXCEPTIONS.

Only team members, chaperones, and official school personnel may be on the testing course during the event. Other students, family members or guests who are not part of an official team will not be allowed on course. NO EXCEPTIONS.

How to Register Your Team(s):

Coaches: There are three steps to registering your team(s). It's very simple:

1. In early December you must REGISTER YOUR SCHOOL.

Think of this as your "Intent to Participate." You provide your name & contact information and tell us whether you plan to bring one or two teams. This simply gives us an idea of how many teams to anticipate. **Complete the School Registration Form (pink)** and **return to the Conservation District** by **December 4, 2009**.

2. In early March you must REGISTER YOUR TEAM(S).

This is when you will list your team name(s) and order your team T-shirts. This is the most important of your registrations & the most time sensitive. You risk eliminating your team(s) from the event or not receiving T-shirts for your team(s) if you miss this registration. **Complete the Team Registration Form (blue)** and **return to the Conservation District** by **March 5, 2010**. You should receive confirmation from us by April 9th.

3. On the day of competition - Tuesday May 11th - you must bring your STUDENT REGISTRATION Form with to the registration table.

You will provide the names of your students & team captain on this form and hand it to us during registration the morning of the event. **Complete your Student Registration Form (salmon)** before you arrive and **present it to us when you register that morning**. You will receive your team's instructions & schedule for the day, along with your team T-shirts. Please have your students wait for you in the parking lot while you register.

Other Forms: (optional contests - return forms with your TEAM(s) registration form(s))

Most Creative Name contest entry form - This is the **gold** form. If your team(s) chooses to enter this contest, please have them fill out the form and return it to the Conservation District by **March 5, 2010**. Please note: *Students* must fill out this form.

Best Team(s) Ever! contest entry form - Also a **gold** form. If the coach chooses to enter this contest, please fill out the form and return it to the Conservation District by **March 5, 2010**. Please note: *Coaches* must fill out this form.

Coach of the Year contest entry form - Also a **gold** form. If your team chooses to enter you into this contest, please have them fill out the form and return it to the Conservation District by **March 5, 2010**. Please note: *Students* must fill out this form.

Who is the Coach?

The **Team Coach** is usually a teacher or school administrator. However, a coach may be any adult, parent or volunteer over the age of 18 years with permission from their school district to register a team of students.

Many schools have a teacher serving as a coach with parents or other adults helping as assistant coaches during the year or acting as an additional chaperone on the day of competition.

Each team that registers **MUST** have a designated coach whose name, school and contact information will be listed with the team. Whenever possible, please use the same coach's name and contact information on each registration form throughout the school year.

A team may have more than one coach. However, only one coach per team will receive the study resource packets each year. And only one coach per team will be provided with a **Coach's Manual, Registration Forms & Checklist.**

Any team arriving for the competition **WITHOUT** a coach **WILL BE DISQUALIFIED**. No exceptions. No students are allowed on the testing rotation without adult supervision!!!

LET US REVIEW: If you are coaching two teams this year, you **MUST** make sure you have another adult (assistant coach, parent, volunteer, school administrator) who will chaperone your second team on the day of competition!

Study Resource Packets (CDs):

All Study Resources in testing subject areas are provided free of charge courtesy of the York County Conservation District and its partnering agencies.

New this year we are providing our resources on **color CDs**. Each team will be provided one set of study materials each year. **New** schools will get a binder to hold their resource packet or get a Color CD. **Returning** schools will get a resource packet containing new materials to be added to their existing binders or get a Color CD. **We plan to offer only CDs within a year or two** in order to save paper. Please plan accordingly.

All resources are considered **property of the school or home school group** and are intended to be used for each successive year. If you haven't already, we suggest you create an Envirothon library for your school (especially in the case of changing coaches).

If you were unable to attend the Coaches' Meeting and need study resources or you feel you are missing a resource, please contact Kim ASAP at the Conservation District at 717-840-7190. **Or go to our website at yorkccd.org and click on education/envirothon.** Coaches are responsible for making additional copies of any of the resources.

Study Sessions:

Student Study Sessions - All study sessions will be held at **Nixon Park**. Study sessions can be scheduled beginning January 5, 2010. Do not leave a message. You must talk to a real person in order to schedule your study session. Be patient - the Nature Center is a busy place. No group has ever been turned down for a study session!

Call Amber @ 717-428-1961 to register for one study session (coaches & team members - only). Study session schedule (time includes registration):

| <u>Date</u> | <u>Time</u> | <u>Grades</u> |
|----------------------|-----------------|---------------|
| Saturday, March 27th | 8:45 - 11:45 am | 3rd & 4th |
| Tuesday, April 6th | 4:15 - 7:15 pm | 3rd & 4th |
| Saturday, April 10th | 12:30-3:30 pm | 3rd & 4th |

Directions to Nixon County Park (for study sessions) :

From York, follow S. George St. through Jacobus to Valley Rd. Turn right, follow road .8 mile to bottom of hill; turn right onto Nixon Dr.; go one block and turn left onto Nixon Dr. and follow to park.

Nixon Park has a York address, but they are located in Jacobus. Here is their address if you want to Mapquest more specific directions to the nature center. Nixon County Park, Nixon Drive, York, PA 17407. Phone number: 717-428-1961.

Directions to John Rudy County Park (for Envirothon Event) :

From Rt. 30, follow Sherman St. north 3 miles to Mundis Race Rd; turn left, park is .6 mile on right.

Rudy Park is located about one mile north of the Galleria Mall. Here is their address if you want to Mapquest more specific directions to our event location. John Rudy County Park, 400 Mundis Race Road, York, PA 17406. Phone number: 717-840-7440.

Enter the park from the Mundis Race Road entrance (not Canine Meadows)

Evaluation Forms:

All coaches are asked to complete the evaluation form enclosed in the coach's packet they receive the morning of the competition. Forms may be turned in that day or filled out at home.

For your evaluation comments to be considered, please return them to the Conservation District by June 4, 2010. The evaluations *are* carefully reviewed and discussed by committee members.

Awards & Prizes:

At the 3rd & 4th grade event we place more emphasis on fun & education and less on competition. This allows the students to enjoy a "Field Day," as they are introduced to the concept of the Envirothon.

During our Recognition Ceremony we offer the following overall team recognition:

Blue Ribbons awarded to ANY team(s) that score within a GOLD proficiency level*

Red Ribbons awarded to ANY team(s) that score within a SILVER proficiency level *

White Ribbons awarded to ANY team(s) that score within a BRONZE proficiency level*

*Proficiency levels determined closer to event.

Prizes are awarded to the "Outstanding Team" in each test category:

Aquatics, Forestry & Wildlife

Team Photos will be taken during orientation & lunch and made available through our website for your school or family scrapbooks. This is a fun memento for any team, regardless of your team's standing at the end of the day.

Prizes will also be awarded for **High Score Scavenger Hunt, Most Creative Team Hat, Most Creative Team Name, Best Teamwork, Most Enthusiastic Team, Best Team Ever** (as determined by coach), **Coach of the Year** (as determined by team) and more.

And most important, because we believe that every student who participates on the day of the event is a WINNER, each student will be awarded a **Team T-shirt, a collector's medallion & a participation certificate** regardless of their team's standing at the end of the day. Please emphasize this to your students.



Celebrate with Us! 25 Years!

Your Schedule for the Day - Tuesday May 11th

| <u>Time</u> | <u>Activity</u> |
|-------------------------|---------------------------------|
| 8:30 - 9:00 am | Registration/Team Photos |
| 9:00 - 9:15 am | Orientation |
| 9:25 - 9:50 am | Rotation 1 |
| 10:00 - 10:25 am | Rotation 2 |
| 10:35 - 11:00 am | Rotation 3 |
| 11:00 - 11:05 am | snack |
| 11:15 - 11:40 am | Rotation 4 |
| 11:50 - 12:15 pm | Rotation 5 |
| 12:25 - 12:50 pm | Rotation 6 |
| 12:50 - 1:20 pm | Lunch/Team Photos |
| 1:20 - 2:00 pm | Recognition Ceremony |

No team will be penalized for arriving late, but please make sure your school is aware of our schedule and make your travel arrangements early.

The recognition ceremony often goes slightly later than planned! Make sure you have made adjustments to your schedule. If this is a problem for bus travel, check and see if bringing your team to Rudy Park with the help of chaperones is possible.

Restroom breaks are built into travel between stations.

You Bring Lunch & We Provide Snacks

We will provide snacks (light refreshments & drinks) to all students & coaches after the third rotation (see above schedule).

But **All teams are responsible for bringing their own lunch, drinks, trash bags, etc.** for their lunch break. Please be prepared to take your trash back to school with you. Rudy County Park is a "Carry-in, Carry-out" facility.

Like last year, we suggest you have your students prepare a "waste-free" lunch packed with recyclable items and bring food with them that leaves behind little to no waste.

Thank Our Sponsors:

Teams are asked to send cards or letters to thank our sponsors. The Envirothon events would not be possible without the generosity of our sponsors.

Prior to the competition, registered teams will receive a short list of sponsors. A complete list of sponsors will be distributed with your coach's packet at the event.

Rules:

1. **Each team will be provided one set of study materials.** These are considered property of the school district, private school, charter school or home school group and are intended to be reused in successive competitions.
2. **Students are to be prepared/dressed for the weather.** This is an outdoor event and is held rain or shine.
3. **Changes in scheduling or rules and regulations will be clearly stated** to everyone during morning orientation.
4. **Each team must have a designated coach/chaperone,** 18 yrs or older, who must supervise the team at the entire competition or the team will be disqualified.
5. **The team members will travel through stations together** and will compete as a team.
6. **Any student who is not an official team member** is NOT allowed on the testing course. This means no siblings, friends, classmates, etc.
7. **Pencils and clipboards are the only items permitted** on the testing circuit. Officials may confiscate any other items if found at stations.
8. **Coaches and parents may not instruct their team(s)** once the competition begins. Coaches and parents may observe teams from a distance. Station leaders will remind coaches and parents to remain separate from students.
9. **Cheating, on the part of a coach or team member,** will result in disqualification from the competition.
10. **Ribbons will be awarded to any team or teams achieving a particular proficiency level.** For example: If one team achieves a given proficiency level, one team will receive a colored place ribbon. If six teams achieve the same level, then six teams will receive the same color place ribbons, and so on.
11. **The Judges' decisions will be final** on all issues of scoring on the day of competition.
12. **Tests will be posted** post-competition for coach's review.
13. **No child is permitted to leave a testing station without a chaperone!** That includes going to the restrooms or to a vehicle in the parking lot. The coach or chaperone must accompany them. The rest of your team may be left at the testing station with the professional staff & volunteers. NO EXCEPTIONS. Rudy Park is well-patrolled and quite safe, but it is a public park with strangers traveling throughout the restrooms, parking lots and trails all day. All Envirothon students must be chaperoned at all times!

PARENTS & FAMILY OF ENVIROTHON TEAM MEMBERS

You are welcome to join your child's Envirothon team at John Rudy County Park for their picnic lunch* (bring your own) and the Awards Recognition Ceremony. Please check with your coach for the schedule for the day.

If you choose to come to the park earlier, please be aware that you will NOT be permitted to travel with, or talk to your child or their team. The testing area will be roped off to the public.

You are, however, welcome to enjoy Rudy Park and all it has to offer (walking trails, immediate access to the Rail/Trail for bike riding, playground equipment, an exercise trail, a large fenced-in dog park**, a large expansive lawn to relax on, and more.)

If you have **an emergency and need to find your child**, you must come to our Registration Pavilion first and be prepared to do the following:

1. Immediately produce identification.
2. Identify the school, team & coach your child is registered with.
3. Wait at the registration pavilion until we bring your child & their coach to you.

Because the Envirothon now takes place in a public park, we are enacting much stricter rules during our events. We hope you understand this is done for the safety of your child – as well as to ensure all the students can quietly focus on & enjoy the events of the day. Please **do not ask** to see your child for a casual interaction during testing.

*Weather permitting, lunch will be on the grass lawn. Teams & guests should bring lawn chairs or blankets to sit on. When the recognition ceremony begins, all team members need to be seated together again with their coach only and be prepared to stand up and receive their awards. All guests should move to the outer perimeter of the awards area.

**As per state law, all dogs must be on a leash at all times unless they are within the fenced-in dog park. Any dogs at the awards ceremony must be leashed and quiet.

Contact Information:

Registration, Rules & Resources:

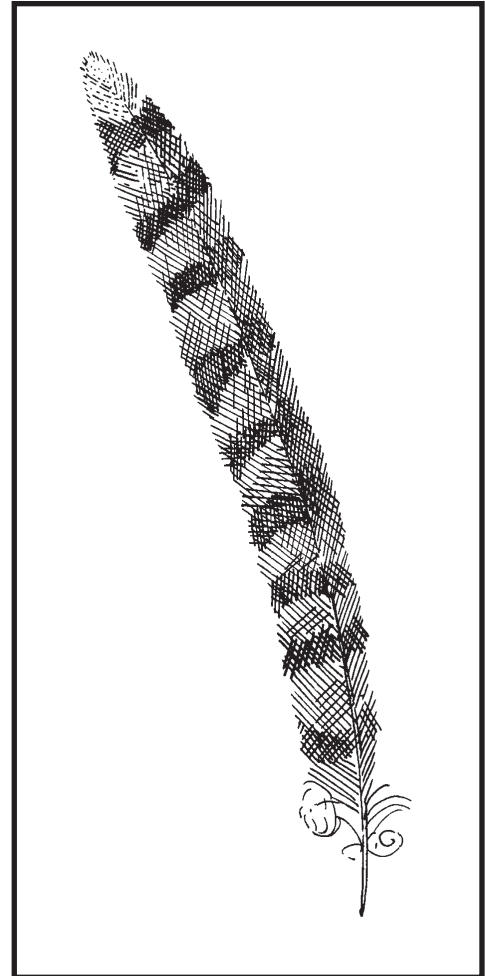
Kim J. Young at York County Conservation District
118 Pleasant Acres Road
York, PA 17402
(717) 840-7190 or (717) 840-7430
kyoung@yorkccd.org

Study Sessions:

contact Nixon County Park
5922 Nixon Drive
York, PA 17403
(717) 428-1961
nixoncountypark@york-county.org

Want to Talk to an Experienced Coach?:

Janet Heathcote - retired teacher & coach from
Friendship Elementary will be happy to help you and
answer your questions
(717) 235-5531
jheath1967@aol.com
If you email Janet, please put "Ethon" in subject line



Important Dates for 3rd & 4th Grades:

November 19, 2009 - 4:00 pmCoaches meeting at County Annex building
December 4, 2009**School Registration** deadline
January 5, 2010Register begins for Student Study Sessions
March 5, 2010**Team Registration, t-shirt order** & other contest deadlines
March 27, 2010: 8:45-11:45 am**Saturday Study Session at Nixon**
April 6, 2010: 4:15-7:15 pm**Tuesday Study Session at Nixon**
April 10, 2010: 12:30-3:30 pm**Saturday Study Session at Nixon**
April 9, 2010Receive confirmation to participate - Contact us ASAP if you don't
May 11, 2010**3rd & 4th Grade Envirothon** Event
Bring Student Registration with you



Coach' s 2010 Checklist

_____ December 4th - Return School Registration Form to Conservation District (Pink-colored Form)

_____ January 5th - Register for Student Study Sessions at Nixon Park
(717) 428-1961

_____ March 5th - Return Team Registration & T-shirt Order Form to Conservation District (Blue-colored Form)

_____ March 5th - Return "Most Creative Name," "Best Team Ever" & "Coach of the Year" entry forms to Conservation District (Gold Forms)

_____ April 9th - Have you have received your Confirmation notice from the Conservation District yet? If not, contact Kim at the Conservation District ASAP (717-840-7190)

_____ May 11th - Bring your completed Student Registration Form to the Envirothon competition & turn in at registration.
(Salmon-colored Form)