

**Knights of Columbus
Florida State Council
2019-2020**



**STATE SPELLING BEE
PROGRAM**

**STANDARDIZED SPELLING BEE
OPERATION GUIDE**

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Youth Activities Chairman

This booklet is for use by all Councils, Districts, and Regions for instruction and reference in the proper and uniform running of the State Council Spelling Bee Program.

BASIC INSTRUCTIONS

COUNCIL 3
DISTRICT: 3
REGIONAL: 4
STATE: 4

SPELLING BEE RULES 5

SPECIAL RULES FOR International Competition.....7

NOTE ABOUT THE WORD LIST 8

WORD LISTS, FORMS AND REPORTS

- TABLE I – FIFTH AND SIXTH GRADE WORD LIST
- TABLE II – SEVENTH AND EIGHTH GRADE WORD LIST
- TABLE III – NINTH AND TENTH GRADE WORD LIST
- #SB-01 – SPELLING BEE PARTICIPANT INFORMATION CARD
- #SB-03 – SPELLING BEE SIGN IN SHEET
- #SB-04 – SPELLING BEE SCORE SHEET
- #SB-05 – YOUTH ACTIVITY NOTIFICATION REPORT

BASIC INSTRUCTIONS

This guide is in addition to the Florida State Council Youth Guide. For general information about promotion or awards please reference that guide which is available on the Florida State Council Website, www.floridakofc.org.

COUNCIL:

BEFORE COMPETITION: The council level of competition is the first level for the competition. A Council must be Safe Environment Compliant in order to Participate in the Spelling Bee Competition. See **Appendix A – Knights of Columbus Youth Activity Policies**.

AFTER COMPETITION: The Grand Knight must submit a copy of the “**NEXT LEVEL NOTIFICATION REPORT**” to their District Deputy and a copy to the State Spelling Bee Coordinator based on the guidelines listed in the rules.

DISTRICT:

SPECIAL NOTE: Each District Deputy is responsible for the Spelling Bees within their District, often the councils wish to combine together and hold their First Round of Spelling Bee together as a District, this is entirely up to the discretion of the District Deputy and District Warden based on their area. The hope is that all councils can be involved in some way. If this is the case, all things listed above under “Council” apply to the District Deputy and/or District Warden. From this level on however, all of the same rules apply.

BEFORE COMPETITION: All District Deputies should have received a copy of the “**NEXT LEVEL NOTIFICATION REPORT**” from their Grand Knights. After reviewing that information, the DD must send an email to the State Spelling Bee Coordinator with the date, time, and location of their District Spelling Bee, The District Deputy with the aid of his Grand Knights will be responsible for the selection of suitable facilities for competition. Ribbons for the district winners are provided by the state council. See the FSC website for ordering details (deadlines are firm).

AFTER COMPETITION: The District Deputy must submit a copy of the “**NEXT LEVEL NOTIFICATION REPORT**” to the person assigned by the Regional Administrator to host the Regional Spelling Bee.

REGIONAL:

BEFORE COMPETITION: The Regional Administrator shall appoint a Knight of Columbus to run the Regional Spelling Bee in his respective Region. Working with the DDs in the Region, he should select a suitable and CENTRAL location within the Region for the competition to be held. Each appointed DD must choose a date/time/location for the regional bee.

The regional host should receive a “**NEXT LEVEL NOTIFICATION REPORT**” from each of the DDs in their area upon completion of the district bee. Each appointed DD should acquire a copy of the Dictionary listed in the Rules in case the number of words supplied is not sufficient. Trophies for the regional winners will be provided to the selected host DD at the Florida State Council midyear meeting.

AFTER COMPETITION: The appointed host must submit a copy of the “**NEXT LEVEL NOTIFICATION REPORT**” to the State Spelling Bee Coordinator.

STATE:

BEFORE COMPETITION: Once all Regions have submitted their “**NEXT LEVEL NOTIFICATION REPORT**” to the **State Spelling Bee Coordinator**, he will then compile and review the information. Once this is done, all involved DD’s will be asked to personally contact each competitor to make sure they are ready to go, and any issues will be reported to the State Spelling Bee Coordinator. 1st, 2nd, and 3rd place trophies will be ordered well in advance. They will be available at the mid-year meeting. A State Level Words list will then be formed and kept secure until the pronouncer has been appointed. Any final information and details will be sent to all DD’s for distribution to all involved. Trophies for the state winners will be provided to the selected host DD at the Florida State Council midyear meeting.

AFTER COMPETITION: A final report will be submitted to the State Youth Director listing all winners for archival purpose.

2019-2020
KNIGHTS OF COLUMBUS
FLORIDA STATE COUNCIL
SPELLING BEE RULES

1. The Knights of Columbus Spelling Bee Competition is open to all students in Grades 5 to 10. All public, parochial, and home school students as well as religious education students are encouraged to participate.
2. The levels of competition are:
 - a. Level 1 – Grades 5 and 6
 - b. Level 2 – Grades 7 and 8
 - c. Level 3 – Grades 9 and 10

The Grade Level of each speller must be verified by the school principal at the time of competition. The Grand Knight of the host council is responsible for ensuring that all contestants who continue to higher competition are properly qualified, he also is able to wave this requirement if he can do so with good knowledge.

3. The Spelling Bee competition for all grade levels beyond the council competition will be judged orally on a “missed and out” basis.
4. Words used for all grade levels have been selected from the 3rd Edition of Webster’s New International Dictionary and its addenda section. All words for competition have been supplied by the State Spelling Bee Coordinator on a master list for each grade level. The State Council is not responsible for supplying copies of this dictionary to any local council or district.
5. Words will be pronounced according to the diacritical markings in the dictionary, (specified in rule number 4.)
6. If a word has two or more accorded spellings only the spelling set in bold face type and separated by the word “or” and in some cases the words “also” at the beginning of descriptive matter will be accepted as correct. Any spelling having the label “archaic, obsolete or regional” will not be accepted as correct.

7. During competition, after the pronouncer gives the word the contestant will be encouraged to pronounce the word before and after spelling it. The judges may not disqualify a contestant for failing to pronounce the word either before or after spelling any given word.
8. A contestant may request the pronouncer to re-pronounce any word, define it or use it in a sentence. When the judges determine that the word has been made reasonably clear to the contestant, the judges may disqualify any contestant who ignores a request to start spelling.
9. After having started to spell a word, a contestant may stop and start over; retracing the spelling from the beginning, but in retracing there cannot be any changes in spelling. If any letters are changed or given different order, the speller will be disqualified. It is suggested that a recording device (tape recorder) be used for all competition, in order to aid the judges, should they need to do so.
10. When a contestant misspells a word, the error will be called immediately, and the contestant is eliminated from further competition. The next word on the pronouncers list is given to the next contestant.
11. When the contestants are reduced to two (2) the rules change. When one contestant misspells a word, the other contestant shall be given the opportunity to spell the same word. If the second contestant spells the word correctly, plus the next word on the pronouncers list, then the second contestant shall be declared the winner. If the second contestant misses the word, the first contestant shall be given a chance to spell the same second (2nd) word, and if spelled correctly along with the next word on the pronouncers list, the first contestant will be declared the winner. If both spellers misspell the same first word, both shall be given a new word to spell.
12. The order in which the spellers are eliminated from the competition determines his/her position as a finalist.
13. Only judges or contestants may ask for a replay on a misspelled word. Re-checks must be requested prior to leaving the contestant seating area.
14. The pronouncer will make the word list prior to the competition; the word list will be given to the chairman and all of the judges.
15. Once competition has begun, all contestants must put away any practice word lists that they may have in their possession.

16. All competition levels should have a recording device (tape recorder) and public address (PA) system in good working order.

Note: two recording devices are recommended

17. In order to ensure that contestants may concentrate during the competition, it is requested that all spectators remain seated during each round. After a round has been completed, participants who have been eliminated and any spectators who care to leave may do so at this time. Disruptions by children in the audience will not be tolerated. Parents or guardians should take any disruptive children out of the competition area.

No photography will be allowed during competition except by official Knights of Columbus Photographers for that level of competition. All cell phones, pagers or other audible devices should be silenced or turned off.

18. Any protests or challenges must be raised prior to the completion of spelling for that age group. The decision of the Judges is final. Protests or challenges will not be heard after the age group concerned has completed its spelling.

These rules are adapted from the *Official National Spelling Bee Rules*.

SPECIAL RULES PERTAINING TO INTERNATIONAL CONTESTANTS

The Florida State Council, Knights of Columbus is unique in that includes other countries as part of its own (Bahamas). Due to this the following rules have been adapted to accommodate the difference in spelling.

1. The State Spelling Bee Coordinator must be present whenever an international event takes place to address any concerns.
2. In order to accommodate the language barrier, the proper spelling of any word in either the American English or British English shall be accepted at the State Level.
3. Any additional concerns, must should be addressed to the State Spelling Bee Coordinator in due time so that appropriate action can take place.

NOTE ABOUT THE WORD LISTS

Following this note you will find the word lists for use in your competition. These are meant as a GUIDE for your pronouncer to make a list from however they may use words from other sources if they so desire. The lists for 5th-8th, are organized according to “Sunshine State Standards.”

For ninth and grade, those words were selected at random from various vocabulary books and are in a completely random order.

Any further questions may be directed to the State Spelling Bee Coordinator.

TABLE I - FIFTH AND SIXTH GRADE WORD LIST

channel	supreme	backwards	widow
minute	besides	mechanic	reached
monument	remote	orchestra	chicken
discuss	gerbil	tragic	church
syrup	swirling	auditorium	ditch
eraser	nurse	lawyer	sharks
obedient	harvest	daughter	selfish
dinosaur	important	fought	scald
robot	slingshot	stalk	field
painting	scary	laughter	scheme
meadow	mask	planet	athlete
least	sweater	arithmetic	paradise
breath	balloon	number	personal
choose	wounded	gymnastics	birchbark
stitch	pupils	restaurant	earth
shelter	vacuum	tornado	garbage
crash	influenza	cereal	mirror
parachute	husband	plywood	slowly
stump	couple	typhoon	scarf
forgave	handkerchief	mermaid	stubborn

TABLE I - FIFTH AND SIXTH GRADE WORD LIST

stomach	bottom	height	validate
raccoon	subject	perfume	sincerely
future	pyramids	during	stillness
canoe	danger	searched	wilderness
dozen	meter	quarter	camera
squeezed	minus	caramel	physics
museum	terrify	slipper	comedy
kennel	cyclone	spaceship	interrupt
freckles	crayons	swallow	ingredient
picnicking	street	sword	cousin
tribute	chance	coupon	wrestling
ache	coach	human	moist
antique	sketch	movie	voyage
automatic	fresh	hazel	moccasin
strawberry	schedule	clumsy	choir (H)
brought	blindfold	crocodile	toboggan
thought	grateful	package	pardon
cough	complete	nickel	scenery
science	while	penalty	karate
helmet	notebook	harmful	dangerous

TABLE I - FIFTH AND SIXTH GRADE WORD LIST

powder	disease	volcanoes	coalition
Antarctic	receive	dominoes	envelope
palominos	rescue	hygiene	communicate
vetoed	salary	apology	postpone
leaves	magazine	dedicate	milliliter
mosquitoes	elevator	terminal	marshmallow
prearrange	positive	source	confession
vaccinate	diameter	applaud	contain
media	blister	sausage	respectful
stereos	tragedy	poisonous	definition
shrugged	vinegar	grouchy	resign
rearranged	coldest	genuine	organic
snagged	achieve	objection	endangered
sloping	believe	numerator	survival
wrenches	solemn	negative	ecology
tournament	autumn	information	dividend
promotion	burglar	promote	ailment
propose	nuclear	triangle	deserve
drawer	antipollution	capacity	nursery
system	ceiling	disturbed	flourish

TABLE I - FIFTH AND SIXTH GRADE WORD LIST

murmur	absence	rapid	tornadoes
fortress	bristle	growth	perfume
maneuver	crumpled	reindeer	musician
budget	shoulder	freight	menu
foreign	detailed	field	abuse
encore	failure	radishes	secure
develop	release	quake	curious
afford	glimpse	mixture	excuse
portion	against	quality	cargoes
maintain	bronze	quarrel	distress
prettiest	depth	exhaust	employer
confirmed	publish	gigantic	devour
performance	drenched	jumble	stereos
delicate	snack	junior	version
benefit	album	measure	decision
gasoline	borrow	situation	vision
senator	chief	pleasure	correction
cabinet	friendship	glacier	billboard
comedy	plastic	disloyal	eavesdrop
pulse	solve	appoint	roommate

TABLE I - FIFTH AND SIXTH GRADE WORD LIST

rejoice	finished	frolicking	scorch
flounder	caution	delivered	ignore
tortoise	fault	printing	herbicide
surround	daughter	preferred	restore
porpoise	faucet	touching	chores
community	laundry	natural	offered
universe	awful	resources	plumber
chowder	haunt	disposal	column
mural	broad	recycle	salmon
proofread	outlaw	conservation	resign
bound	concern	forestry	partner
poise	observe	surface	author
refuse	courage	solar	computer
preview	journey	species	invisible
streamlined	pearl	search	consult
already	furnish	purify	revenge
occurred	courtesy	environment	prevent
squirting	emergency	pesticide	confide
appeared	journal	filtered	preparation
transferred	sturdy	adore	reunite

TABLE I - FIFTH AND SIXTH GRADE WORD LIST

impatient

precaution

sensational

snobbish

TABLE II – SEVENTH AND EIGHTH GRADE WORD LIST

Courtesy	control	uniform	courage
insure	rampage	fabricate	obedient
envy	terrify	securing	equip
fossilize	reddest	haven	shipment
equal	employed	bound	movement
advantage	hygienic	knitting	swimmer
advantageous	undernourished	façade	nuisance
phrase	rustic	flamboyant	deliver
baggage	obligation	stripped	sunny
admit	infamous	wedge	flavoring
drummer	rhyme	gossiping	blossoming
thinnest	itinerant	deny	ordinarily
popular	amusing	voyage	rotten
regret	measure	gauge	lampoon
siege	wreck	message	preacher
exchange	dispose	spotty	honestly
frayed	habitat	destroyed	overt
damage	quote	suffrage	irate
marvel	campaign	rebellious	copies
delayed	havoc	admittance	ethics

TABLE II – SEVENTH AND EIGHTH GRADE WORD LIST

potent	sophomore	innocence	dreadful
unsanitary	delightful	spite	imitative
humility	parallel	various	glamorous
pardon	shipped	obstacle	tragedy
civilize	qualifications	digest	impressive
cancel	justice	superintendent	thorough
extinct	skeptical	heavily	transferred
discouraged	profit	ordinary	political
harass	patient	merrily	pledge
badge	crypt	frequently	multiple
enclosing	chrysanthemum	supervisor	legibly
fiasco	horrify	manage	secretary
challenge	jealousy	possible	attractive
extortion	exhibit	rubbish	incredible
sanitary	scheme	suspicious	persuade
flagrant	sheriff	stunned	artificial
youth	intelligent	gradual	negotiate
leisure	spotless	vigorously	victory
cringe	psychology	neglect	seize
questionnaire	oblige	tongue	miscellaneous

TABLE II – SEVENTH AND EIGHTH GRADE WORD LIST

traitor	envious	grievance	mystery
privilege	weary	permanent	doubt
beneficial	mileage	guarantee	language
mortgage	visible	encyclopedia	independent
serial	nervous	valuable	ignorant
smudge	panicky	forfeit	profitable
obituary	capable	restaurant	interrogate
partial	yield	employ	extraordinary
starred	simply	business	passage
obviously	ceaseless	physical	mission
souvenir	poison	either	interminable
absolutely	shutters	sandwich	degree
optimistic	ritual	calendar	parable
supply	visual	weird	canine
expensive	controversy	grammar	innate
vaccinate	desirous	recognize	assistant
inhabit	wealth	repeat	potpourri
evident	individual	receipt	necessity
ridge	truly	original	inhibition
vehicle	bulletin	catalog	infinite

TABLE II – SEVENTH AND EIGHTH GRADE WORD LIST

obese	vigil	drawn	mandate
arrangement	maladjusted	inert	permeate
infamous	voracious	precocious	fatigue
favorable	nostalgia	omnipotent	manifest
premonition	abstain	propeller	vestige
calculate	barometer	incredulous	perpetuate
infallible	malevolent	faulty	materialism
borrowed	vulnerable	ominous	vivacious
prestigious	veneer	messenger	nomadic
continues	malign	incapacitated	venerable
jurisdiction	persevere	procrastinate	menial
vertigo	vigilant	obsess	vogue
awesome	malignant	considerable	neurotic
valor	potential	inane	venom
lucrative	personification	argued	mercenary
prodigy	statues	obscure	phenomenon
infuriate	originate	excessive	universal
malady	inevitable	imprudent	metamorphosis
pensive	echoes	equipment	plaintiff
badger	precipitate	deliberate	transient

TABLE II – SEVENTH AND EIGHTH GRADE WORD LIST

meticulous	deterrent	liability	encountering
vindicate	putter	sufficient	recessed
caricature	orbit	tendency	struggled
mortality	heroes	fried	permitted
derelict	terror	explain	refer
occurred	patronage	clippers	issued
scandalized	recurrent	supreme	regretting
inventory	cameos	properly	interviews
embargo	pressure	interfere	unduly
shuddering	interference	fertilize	valued
prefer	surveillance	university	procession
described	essay	obeyed	thrilling
omitted	intrusion	entertainment	mosquito
disposition	marvelous	progress	vessel
forbidden	neither	exceedingly	remittance
growth	cannery	comply	irresistible
tepees	religious	permission	beggar
opera	scattered	pilots	initiation
spirits	pursue	deceive	annoyance
pattern	bodies	conversation	deficient

TABLE II – SEVENTH AND EIGHTH GRADE WORD LIST

advising	frustrate	eminent
intelligent	serenity	absurd
launching	intrepid	proximity
pronunciation	disciple	humility
capably	skirmish	rampant
presume	futility	arbitrary
beige	senile	evaluate
appearance	jeopardize	cumulative
cottage	solicit	spontaneous
studious	belligerent	imbibe
attorney	garbled	
accurate	profuse	
satisfied	amnesty	
carriage	docile	
imperfect	gaunt	
snobbery	resourceful	
inclusion	acknowledge	
affectionately	emaciated	
situation	saga	
referred	gratuity	

TABLE III - NINTH AND TENTH GRADE WORD LIST

absorption	capricious	curriculum	exemplary
accompaniment	carburetor	defamation	expediency
accomplice	cavalcade	deprivation	expedient
acquiesce	celestial	derelict	expunge
acquittal	cerebral	diffidence	facsimile
affiliation	chagrin	disastrous	fallacy
altercation	chaotic	dissociate	feasibility
ambassador	chasm	distinction	fictitious
ambiguous	chastise	diurnal	finesse
animosity	chronic	dominant	fluorescent
apparatus	citadel	dormitory	fulfill
approximately	clique	drudgery	grammatically
austerity	cocoon	elicit	gruesome
authentic	conceivable	elimination	handkerchief
authenticate	concurrent	embroidery	hideous
auxiliary	conscientious	equinox	hindrance
benevolent	consciousness	escapade	homogenize
blasphemous	contiguous	espionage	hypocrisy
bravado	correspondence	etiquette	idiosyncrasy
camouflage	corroborate	exaggeration	impasse

TABLE III - NINTH AND TENTH GRADE WORD LIST

impropriety	martyr	patriarch	relevancy
incandescent	melee	pediatrician	remembrance
incessant	metamorphosis	peril	renegade
inconsolable	molecular	perjury	renovate
indelible	monotony	philanthropist	reservoir
indispensable	morose	picturesque	respite
indisputable	multiplicity	pittance	retaliate
insufficient	nausea	playwright	retrieve
interrogative	nonchalant	poignancy	rococo
irreconcilable	notoriety	poignant	sabotage
irrelevant	oblique	potpourri	salient
irrevocable	occasionally	prejudice	satisfactorily
judicious	olfactory	premonition	saunter
justifiable	omnipotent	primitive	scavenger
labyrinth	onomatopoeia	proximity	scourge
liaison lustrous	palatable	quibble	scuttle
magnanimous	pandemonium	quixotic	seethe
magnificence	panorama	quizzical	significance
maintenance	partiality	recipient	soliloquy
malicious	pastime	redundant reek	spasmodic

TABLE III - NINTH AND TENTH GRADE WORD LIST

squalid	transmutation
strenuous	tremor
stringent	turbulence
subsequent	ubiquitous
subsistence	ulterior
succinct	unanimous
summarize	uncanny
supersede	uncouth
surgeon	undoubtedly
surveillance	unforgettable
swelter	upbraid
synthesis	variegated
tantalize	vengeance
technician	versatile
technique	volatile
tedious	vulnerable
tenuous	vying
tirade	wary
transcend	
transient	

KNIGHTS OF COLUMBUS
FLORIDA STATE COUNCIL
SPELLING BEE PARTICIPANT INFORMATION CARD

LAST NAME: _____
FIRST NAME: _____
MIDDLE INITIAL: _____ GENDER: _____
MAILING ADDRESS: _____
CITY: _____ STATE: FL ZIP CODE: _____
AFFILIATED COUNCIL: _____ PHONE: _____
AFFILIATED DISTRICT: _____
AFFILIATED DIOCESE: _____

GRADE LEVEL

KNIGHTS OF COLUMBUS
FLORIDA STATE COUNCIL
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GRADE LEVEL

APPENDIX A - Knights of Columbus Youth Activity Policy

Listed here are the requirements of the Knights of Columbus Youth Activity Policy:

- All youth activities sponsored by the Knights of Columbus shall require the presence of at least one member, typically the council's Family Director and/or Community Director, who has been background checked and trained through the Knights of Columbus Safe Environment Program.
- A Knights of Columbus "youth activity" is an activity whose principal subjects are minor children (Basketball Free Throw, "Coats for Kids," etc.)
- All youth activities sponsored by a Knights of Columbus council require the presence of at least one member, typically the council's Family Director and/or Community Director, who has been background checked and trained through the Knights of Columbus Safe Environment Program.
- The Grand Knight of the council sponsoring the youth activity, who is required to complete Knights of Columbus safe environment training, should also attend the activity. There should never be fewer than two fully trained members in attendance.
- Council Family/Community Directors and/or other members of the council who have been background checked and trained through the Knights of Columbus Safe Environment Program shall, in conjunction with their Grand Knight, ensure that all Knights of Columbus Safe Environment policies and procedures are followed at all youth activities sponsored by a Knights of Columbus council.
- In the event that a council's Family Director and Community Director are both unable to attend a youth activity, any other member of the council who has recently **been background checked** and trained through the Knights of Columbus Safe Environment Program **must be in attendance**.
- If there are no available background checked and trained members of the council, every effort should be made to have a **qualified Family Director or Community Director** from a nearby council to attend. If there are no such qualified members, then the State Youth Director, State Family Director, and/or State Community Director should attend.

If at least two qualified members are not available to attend the activity, then the activity must be re-scheduled to a time when the council's Family Director and/or Community Director, along with another qualified member will be able to attend for the full duration of the event.