

How to Organize an Ethics Bowl

Steps

Step 1: Set up the organizing committee.

Committee members should be selected from organizations that have a vested interest in education, and in philosophical and ethical thinking. Members might be selected from, but not limited to, the following: provincial department of education, local school division consultants' groups, university faculties of philosophy or education, provincial teachers' association, organizations that promote human rights, retired teachers, university students, health professionals, law societies, and parent advisory groups.

The focus of the committee will be the promotion of the Ethics Bowl in public high schools, training of the teams, finding judges and moderators, and organizing the regional Ethics Bowl.

Step 2: Find support.

Ideally, a minimum of six public high schools teams should take part in an Ethics Bowl. For school divisions with fewer than six high schools, or those in large geographic regions, Ethics Bowls may take place with fewer numbers of schools, or divisions can find innovative solutions such as online participation (e.g., via Skype).

For purposes of the pilot year, and as the Canadian Ethics Bowl committee works toward a formal national structure, provinces and territories may send more than one team to the 2019 pilot national Ethics Bowl. The future goal of the Canadian Ethics Bowl committee is the participation of one team (the regional finalists) from each province and territory in the Canadian High School Ethics Bowl.

To find schools to participate, approach school division superintendents and consultants, teachers, and school administrators, as well as other personal contacts, and then provide them with the promotional materials posted on the Canadian High School Ethics Bowl website.

In order to keep costs at a minimum and to increase engagement, establish relationships with an organization that will provide meeting rooms for team and teacher training and the regional Ethics Bowl at no cost. Provincial departments of education or a school division are good options for locations for training sessions. Although the regional Ethics Bowl may also be held in those settings, a university setting will provide an opportunity for students to experience the university campus, and will further legitimize the regional Ethics Bowl.

Step 3: Register teams.

An Ethics Bowl is a public high school event. Teams have five members with two alternates. Alternates may participate in an Ethics Bowl if a team member is unavailable. Team members may be selected from Grades 9 to 12 in the school registering the team.

It may be necessary to charge a registration fee for the regional Ethics Bowl to offset costs for trophies, food, and gifts for judges and moderators.

All regional teams must register online at the Canadian High School Ethics Bowl website at ethicsbowl.ca by the end of October. Fill out the registration form and submit it with registration fee as outlined on the website.

Step 4: Prepare teams.

In mid-October, host a training session for teachers and students. Refer to the website for information on preparing students and teachers.

All ethics cases will be provided by the Canadian High School Ethics Bowl committee, and distributed the day of your training session.

Step 5: Prepare judges and moderators.

For every two teams registered to participate, **three judges** and **one moderator** are needed. Judges and moderators may be former or current teachers from non-competing schools, university students, teacher candidates, or representatives of professional groups and individuals with a vested interest in ethics. Judges do not need to be experts in ethics. Teachers from competing schools and parents of team members cannot be judges or moderators.

Judges and moderators need to prepare for their role by reviewing the provided ethical cases, scoring criteria, moderator's script, and score sheet. Judges should draft potential questions for each case, which they will ask of teams during the questions round. Judges and moderators should each provide a very short biography for the regional Ethics Bowl program.

If need be, host a training session to familiarize judges and moderators with the logistics of the Ethics Bowl and to answer their questions.

Step 6: Host a regional Ethics Bowl.

- Arrange for a large gathering room to start the Ethics Bowl, and enough rooms to accommodate each set of two teams, as well as the judges, moderators, and guests.

- ❑ Teams should be placed at the front of the room, angled toward each other and facing the audience. The moderator is placed between the teams. Judges should be placed at the front of the audience, facing the teams. (See page 18 for illustration.)
- ❑ Prior to the event, organize the Ethics Bowl schedule so that each team is guaranteed three matches, followed by the semi-finals and finals.
- ❑ If videotaping or taking pictures, make sure that all participants have signed media release forms.
- ❑ Invite guests, such as school division superintendents, school trustees, faculty of education professors, school administrators, and potential sponsors, to attend.
- ❑ Order trophies for first and second place.
- ❑ Order food for lunch and nutrition breaks. Determine whether there are any food allergies, and encourage students to bring their own water bottles.
- ❑ Organize the program so that it includes the following:
 - agenda for the day
 - names and short bios of the judges and moderators
 - names of the team members
 - schedule of matches with the presiding judges, moderators, and room allocation
- ❑ Provide teachers with parking information and the schedule prior to the Ethics Bowl.
- ❑ Volunteers will be needed to set up the allocated rooms, help with breaks and lunch, and direct teams to their next match.
- ❑ At the end, distribute evaluation forms to all participants (e.g., students, teachers, judges) to solicit feedback.

Timeline

1. In the spring, send an information package to the provincial Department of Education, school division, school administrators, and teachers, explaining the value of participating in an Ethics Bowl. Direct contact with teachers and students is often very effective.
2. At the end of August, send a registration package to the schools.
3. At the end of September, send a reminder about the upcoming team and teacher preparation.
4. In mid-October, host the team and teacher training. See team and teacher preparation section for assistance. (This takes a full day.)
5. At the end of October, host a two-hour training session for judges and moderators.
6. Before the end of February, host a regional Ethics Bowl. December is a good time for this, prior to the winter holiday and before January final exams.

7. Send the name of the winning team plus all the final scores of all the teams to the Canadian High School Ethics Bowl contact.
8. At the beginning of February, all teams representing their regions will receive copies of the ethical cases to be used in the Canadian High School Ethics Bowl.
9. The regional winning team will prepare for the nationals, which will be held in April at the University of Manitoba and the Canadian Museum for Human Rights in Winnipeg.

Rules and Procedures of an Ethics Bowl

Team Composition

1. A team consists of three to seven members, with a maximum of two alternates.
2. Team members may be selected from Grades 9 to 12 within the same high school.
3. Team alternates may be placed onto the team roster due to an absence of a regular team member. Changes may be made during a competition but only between rounds, not during a match. If a team member is absent during a round, the teacher leader will alert the organizing committee, and provide the name of the alternate, prior to the match.

Judges and Moderators

1. Judges and moderators cannot be family members or staff from the same school as a registered team.
2. Judges may be selected from the community (e.g., university students, retired or practising teachers, representatives from not-for-profit or for-profit organizations, or any other appropriate group or organization).
3. Judges do not need to be ethics experts, but must be willing to study selected ethical cases prior to the Ethics Bowl. They should be open-minded and prepared to take part in a judges' training session prior to the Ethics Bowl.
4. Judges may not converse with each other during a match, with the exceptions of during the questioning period and when filling out the team feedback forms. Judges may not discuss how they will be personally scoring the teams.
5. During the question period, judges are encouraged to ask open-ended questions that encourage critical reflection on issues raised during the match.
6. Judges are discouraged from speaking to team members during breaks.

Match Rules

1. Team members are not allowed to be in possession of downloading devices or written notes during a match.
2. The moderator controls the room and is expected to adhere to the timeline, as outlined in the Steps in a Round and in the Moderator's Script.
3. Prior to the start of a match, team members are expected to shake hands.
4. When a team is presenting, everyone else in the room must remain silent.
5. Teacher leaders must not coach their team members during a match.
6. All procedural questions must be directed to the moderator.
7. During a match, team members may pass messages amongst themselves on the paper provided.
8. At the beginning of each new match, team members will introduce themselves to the judges.
9. Prior to presenting, teams must declare who will be speaking on the case. More than one member may speak during a match.
10. During the question round, team members may ask judges to repeat a question or ask for clarification. Team members are encouraged to quietly discuss potential responses to judges' questions amongst themselves, and to elect one team member to respond to the question.
11. The Ethics Bowl will use a round-robin schedule to determine which teams move on to the semi-finals and finals.
12. The judges' feedback forms for each team will be given to the teams' teacher leaders.
13. At the end of a match, team members are once again expected to shake hands.
14. The moderator will declare the winner but not reveal scores.
15. Match wins are not based on the number scores assigned by the individual judges, but on the number of judges who give a win to a team. If the event of a tie, the number score will be the tiebreaker.

Overview of an Ethics Bowl

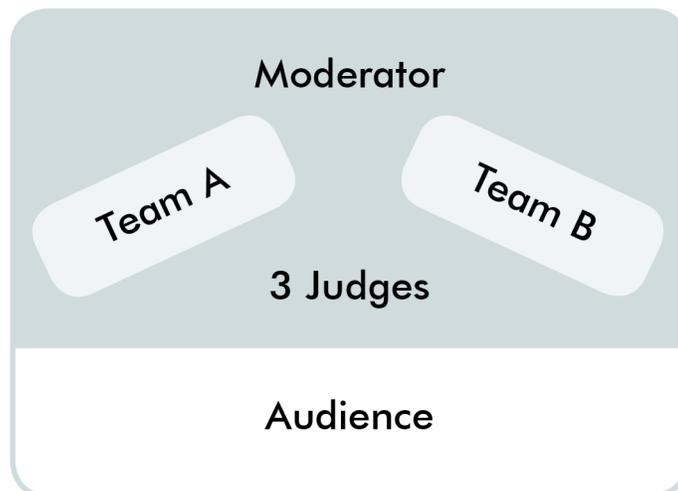
What to Expect during the Day

An Ethics Bowl has three competitive components:

1. round robin, involving all teams
2. semi-finals, with four highest scoring teams
3. final round to determine the winning team

What happens in a round?

The room is set up as illustrated below. A **moderator** conducts the proceedings, poses a question related to cases the students have researched, and keeps track of time. Three **judges** evaluate team performances. (The audience does not participate.)



Steps in a Round

Each round involves **two cases**, and each team takes the “lead” on one case. The following steps show Team A as the lead on the first case:

Case #1

1. **Moderator** flips a coin, winning team chooses to lead or pass on Case #1. Moderator poses question for Case #1.
2. **Team A** has 2 minutes to confer; 5 minutes to present position on Case #1.
3. **Team B** has 1 minute to confer; 3 minutes to respond/ask questions.
4. **Team A** has 1 minute to confer; 3 minutes to respond to Team B.
5. **Judges** have 10 minutes to question Team A. (See Sample Questions.)
6. **Judges** score both teams for Case #1 and write feedback for both teams.
7. **Moderator** poses question for Case #2.
8. **Team B** has 2 minutes to confer; 5 minutes to present position on Case #2.
9. **Team A** has 1 minute to confer; 3 minutes to respond/ask questions.
10. **Team A** has 1 minute to confer; 3 minutes to respond to Team B.
11. **Judges** have 10 minutes to question Team B. (See Sample Questions.)
12. **Judges** score both teams for Case #2 and write feedback for both teams.