

MEMORANDUM



DATE: August 15, 2013
TO: Spelling Bee Coordinators – School/District/LEA/CMO/EMO
RE: 2014 AEF™ Arizona Spelling Bee Information

The Arizona Educational Foundation/AEF presents the AEF™ Arizona Spelling Bee, the winner of which will participate in the 2014 Scripps National Spelling Bee. In addition to improving students' spelling and phonetic skills and increasing vocabularies, the Spelling Bee develops confidence and poise, which are valuable skills for success in public speaking, performing arts, and athletics. Last year Scripps introduced a vocabulary component into the national competition. The vocabulary component will be an optional part of spelling bees leading up to the national competition. There will NOT be a vocabulary component at the 2014 AEF™ Arizona State Spelling Bee.

The 2014 AEF™ Arizona Spelling Bee will take place Saturday, March 29, 2014, at 1:00 p.m. at 8/Arizona PBS, ASU Downtown Phoenix campus, 555 N. Central Ave., 6th Floor, Phoenix 85004. The champion and chaperone win an all-expenses-paid trip to Washington, D.C., to compete in the 2014 Scripps National Spelling Bee in late May/early June. To ensure your students' eligibility, please do the following:

- 1. Go to www.spellingbee.com to enroll your school with Scripps National Spelling Bee between August 15, 2013 and October 15, 2013.** To be eligible to participate in your county or regional bee and ultimately in the Arizona Spelling Bee, schools *must* enroll with Scripps. **When enrolling your school at www.spellingbee.com, you will pay the \$120 enrollment fee either by credit card or check; if paying by check, a \$7.50 processing fee will apply.** Your enrollment status will display as "pending" and you will not receive resource materials until Scripps receives and processes your check. **Scripps does not accept purchase orders.** An invoice and W-9 will be generated during the online enrollment process. The website lists the materials you will receive for enrolling. **A late fee of \$75 on top of the \$120 enrollment fee will be assessed by Scripps for late enrollment between October 16 and December 13, 2013.**
- 2. Go to AEF's website: <http://azedfoundation.org/programs/arizona-spelling-bee/> and download the "2014 Spelling Bee Instructions" and "2014 Spelling Bee Rules."** Those two documents should give you all the information you will need to run a successful bee at the school or district level including: a timeline and progression for all levels of bees (i.e. classroom ⇒ school ⇒ district (LEA/CMO/EMO) ⇒ county/regional ⇒ state); instructions on how to prepare for and conduct a bee; and rules pertaining to the AEF™ Arizona Spelling Bee. The "County and Regional Coordinators" link on AEF's website provides contact information for County and Regional Spelling Bee coordinators. School winners will advance to district bees; contact your district bee coordinator for information about your district bee.

NOTE TO PRIVATE SCHOOLS AND HOME-SCHOOL STUDENTS: Winners of home-school and private school bees are eligible to participate in the program. Enrollment and eligibility requirements apply to home-schooled students and students who attend private school. **IMPORTANT:** All students must participate in at least one spelling bee to qualify for competition in a county or regional bee. Coordinators of private school and home school bees should contact the appropriate county and regional coordinator in a timely manner to (a) advise the coordinator of the school's intended participation, (b) register to participate, and (c) learn when and where county or regional bees will be held.

If you have further questions about your school or local bee, please contact the county or regional coordinator listed on AEF's website. Your support as a Spelling Bee Coordinator at your school or district is greatly appreciated. We are pleased to provide this opportunity for your students to participate in one of the nation's leading academic events.

Sincerely,

Bobbie O'Boyle

Bobbie O'Boyle, Executive Director

The AEF™ Arizona Spelling Bee is made possible by corporate and private donors; visit <http://www.azedfoundation.org/> for a complete list of AEF supporters. The Arizona Educational Foundation is a 501(c)(3) nonprofit organization, Federal Tax ID# 94-2937109.