**LifeSmarts State Coordinator call agenda**

**May 1, 2019**

Coordinators Present: Kyla (SC), George (CA), Mary H. (MN), Tammy (WI), Crystal (ND), Angela (KS), Gloryana (HI), Amanda (LA), Donna (MO); Cathy (Ok), Bill (DC)

Staff Present: Lisa Hertzberg, Chantal Spruill, Cheryl Varnadoe

Attached

1. 2019-20 calendar
2. Question writing memo

**Agenda:**

1. Nationals debrief
	1. Thank you! We loved seeing many of you in Orlando! 39 teams there. We missed Kansas!
		1. Congratulations to Rhode Island, our 2019 champions
		2. Read the press release at: <https://www.nclnet.org/2019_ls>
		3. View many of the event photos at: <https://www.facebook.com/pg/lifesmarts/photos/?tab=albums>
	2. Overall impressions:
		1. Themes we have discussed at NCL:
			1. Great location
			2. Strong competition, great sportsmanship, new teams present
			3. Mickey Mouse and birthday cake
			4. Disney park visit a big hit as well as Disney Springs
			5. Dance / Mixer Pool Party was a big hit
			6. Nice to have alumni involved
	3. Full group – I would love to have everyone give us an orchid and an onion if you have one – something you loved about Nationals this year (your orchid) and a recommended change for next year (your onion)
		1. Tammie
			1. Banquet was nice but outside was hard (onion)
		2. Lisa
			1. Having lots of teams elevated excitement
	4. Other items from Nationals:
		1. State Coordinators meeting - trying something new was good but we hope to have a coordinator meeting next year. We hope to have a coordinator training next year and have funding for that.
		2. Competition 1: Lithium Ion Battery PSA and assessment - Rubric needed some tweaking. Going overtime needed a point category. If you have any feedback from your coaches, please share with us.
		3. Sister teams and Sister Team Activity (competition 2, Saturday)
		4. Speed Smarts - did seem that the room was small and the timing
		5. Top 16 and Last Smarty Standing
		6. Questions - Two new question formats used. We have heard great comments about both. Will continue to work on these for next year.
		7. Alumni involvement
			1. Young alumni were a hit. Next year will be application process. We hope that this will grow.
			2. Alumni panel was short but effective. We won’t do this every year but is nice to include when we can.
		8. Competition flow, event flow
		9. Location
	5. Next year: Washington, D.C.
		1. Dates are April 25-28, 2020
		2. Think about any potential sponsor or volunteer contacts you have there
		3. Location: [Hyatt Regency Crystal City Arlington, VA](https://www.hyatt.com/en-US/hotel/virginia/hyatt-regency-crystal-city-at-reagan-national-airport/wasrc?src=corp_lclb_gmb_seo_nam_wasrc)
2. Program Updates:
	1. Attached to today’s minutes is a calendar with all dates for next year; some highlights:
		1. **We do not meet in June and July; our next call is Wednesday, August 7 at 3 p.m.; use call-in number: 1-888-585-9008; ID: 310-237-369#**
		2. Online registration opens August 1
		3. Online competition begins September 9
		4. State competitions must occur between November 1, 2019 and March 9, 2020
		5. TeamSmarts
			1. Practice quiz opens in August
			2. Monthly quizzes will begin in September
			3. New monthly quizzes will go live each month through February! New play at home TeamSmarts (awards only for teams that do not make it to Nationals 2020 but all teams can take the quiz for practice) that was implemented this year will be in February next year.
	2. Summer work/events for LifeSmarts team:
		1. You all did such a fantastic job with judging PSA’s. Thank you so very much! We would like to ask for your help with two projects:
			1. Web site refinement and clean-up – The web site will be a focus for us this spring. We started a conversation about updates coordinators would like to see this summer, and we would like to have 2-3 coordinators join us in two conference calls this month to dive a little deeper. If you have good ideas and want to be heard, please join us. Volunteers – Donna (MO), Kyla (SC), Mary (MN), Bill (DC), Gloryana (HI)
			2. Writing 25 questions (or more) on one or more subject area.

(Attachment on question writing) Questions Due: JULY 31. Our goal is at least 1500 new questions every summer. These will be due to Chantal; you may send questions throughout the summer or all at once by July 31. If you get stuck writing, email Chantal for a list of topics/vocab. We will need question reviewers in August and September. Tammie and Bill volunteered.

* + 1. We have applied for funding for phase two of the OTC Medicine Safety project. We will keep you posted.
		2. Western Union Fraud Prevention Pilot project update. This was very successful, and the teens loved it. We will have stipend dollars and hopefully incentives as well. Teens work with senior citizens to teach them how to prevent fraud.
		3. ITRC Project and scholarship. The privacy essay scholarship contest will be run through LifeSmarts exclusively. The first winner was announced in Orlando, but the upcoming contest fall will be open to everyone. Essays will likely be due in December. The winner will be invited to accept at Nationals. Five other students will receive gift cards.
		4. Safety Smart Ambassador connection continues
			1. Scholarship applications are due December 1
		5. FBLA NLC in San Antonio, June 30-July 2
		6. FCCLA NLC in Anaheim, June 30-July 4
1. Materials are available, please contact Chantal if you need Coach’s Guides or postcards. Did everyone receive their LifeSmarts in a Box? We have additional copies that will be distributed upon request.
2. Question/comments?

Talk to you Wednesday, August 7 at 3 p.m.; use call-in number: 1-888-585-9008; ID: 310-237-369#

LifeSmarts Calendar, 2019-2020 Program Year

Please make note of these important LifeSmarts dates for the upcoming program year. All times are Eastern. For conference calls dial 1-888-585-9008, then “conference room” 310-237-369#. (To mute/unmute your line = \*2)

# Date/Time/ Event

Thursday, August 1 Web site updates made by coordinators and state competition date due to NCL

Wednesday, August 7, 2019; 3 p.m. Coordinator Conference Call

Wednesday, September 4, 2019; 3 p.m. Coordinator Conference Call

Monday, September 9, 2019 Online competition goes live

Wednesday, October 2, 2019; 3 p.m. Coordinator Conference Call

Thursday, November 1, 2019 State Competitions may begin

Wednesday, November 6, 2019; 3 p.m. Coordinator Conference Call

Wednesday, December 4, 2019; 3 p.m. Coordinator Conference Call

Wednesday, January 8, 2020; 3 p.m. Coordinator Conference Call

Wednesday, February 5, 2020; 3 p.m. Coordinator Conference Call

Wednesday, March 4, 2020; 3 p.m. Coordinator Conference Call

Saturday, March 9, 2020 Last day for state competitions

Wednesday, March 18, 2020; 5 p.m. Coach call (state champion coaches)

Tuesday, March 24, 2020; 3 p.m. Coach call (state champion coaches)

Wednesday, April 1, 2020; 3 p.m. Coordinator Conference Call

April 25-April 28, 2020 National LifeSmarts Competition - Washington, D.C.

Wednesday, May 6, 2020; 3 p.m. Coordinator Conference Call



How to Write LifeSmarts Questions

Thank you so much for participating in the National LifeSmarts Championship this year. To further share your expertise with LifeSmarts participants, please consider writing questions for the **next LifeSmarts program year**. We welcome your assistance as we strive to add **1,500 new questions** to our database to keep the competition fresh and relevant for our high school participants and their coaches.

The National Consumers League must receive questions by **July 31, 2019**, in order to use them during the next program year. We also need expert volunteers to review the new questions in August and September. Please contact Chantal Spruill at chantals@nclnet.org if you are interested in writing or reviewing questions this summer.

**Question-Writing Criteria**

LifeSmarts questions test teenagers’ consumer knowledge and marketplace skills. Each question must meet the criteria listed below. As you develop LifeSmarts questions, please keep these criteria in mind:

1. Questions test the core content subject areas: personal finance, consumer rights and responsibilities, health and safety, technology, and the environment.

2. Questions should be succinct and written in simple language. Questions should be easy to understand when they are read aloud.

3. Questions are needed at all three levels: easy, moderate, and challenging.

4. Focus questions on what matters most to teenagers, from the products and services they use, to the consumer decisions they are making, and the resources they need now and as young adults.

5. LifeSmarts questions should be practically useful and not silly or trivial.

6. Questions should be challenging but fair.

7. Questions should avoid value judgments and be free of any personal bias.

8. Questions must be national in scope.

9. Include both multiple-choice and open-ended questions:

a. Multiple-choice questions are a good choice for questions that have several reasonable answers but only one correct answer. Multiple-choice LifeSmarts questions have four possible answers.

b. Open-ended questions require students to come up with the answer on their own; no choices are provided. This format works well for terms, definitions, and acronyms or phrases that you would like to turn into questions. This format also works well for an issue that has multiple effects, benefits, solutions, and causes.

10. Provide correct answers for each question. For multiple choice questions provide all four answers (one correct, and three reasonable but incorrect). For open-ended questions provide all possible correct answers.

11. LifeSmarts uses a very limited number of true-or-false questions, so we prefer to receive open-ended and multiple choice questions.

12. Note the resource used for each question.

13. Submit your questions using our templates available at: <http://lifesmarts.org/volunteers/write-questions-4/submit-a-question/>, or submit as an Excel file. Let us know if you would like the excel spreadsheet.

|  |
| --- |
| **LifeSmarts Question Format \*** |
| **Category** | **Keywords** | **Questions** | **LifeSmarts Question Example** |
| **Remember** | DefineDescribeIdentifyLabelList | Answers questions of Who, What, Where, and When | Chemicals that improve and maintain quality in fuels are known as: a. Additives (correct)b. Adjustersc. Supplementsd. Lubricants |
| **Understand** | ExplainCompareContrastOrder Summarize | Answers questions that demonstrate understanding | Milk is labeled by fat content. Order the following types of milk from most fat content to least fat content: low-fat milk—whole milk—skim milk:Answer: whole milk, low-fat milk, skim milk |
| **Apply** | Choose IdentifyUtilize | Answers questions such as “How is,” or “Why is” | Give one reason pasteurization is significant to public health?Answer: It eliminates milk borne illness or disease; makes milk safe to drink |
| **Analyze** | AnalyzeDifferentiateOutlineCompareCategorizeContrast | Answers questions such as, “What are the Parts,” “Distinguish between,” “What factors affect...” | You are aware of the human cost to the environment, and you want to reduce your carbon footprint. To visit your grandmother who lives 300 miles away, your best choice of travel would be:a. By carb. By planec. By train (correct)d. By bus |
| **Evaluate** | ConcludeCritiqueEvaluateJustify | Answers questions that organize parts of information | If the price of oil continues to rise, what impact will this have on the number of miles Americans drive this year?Answer: Miles driven will go down |
| **Synthesize** | ChangeRelate PredictRearrange | Answers questions that require connecting two or more facts | Describe two serious challenges that occur when a pandemic emerges in the world population:Answers: Rapid spread, health care systems overloaded, death rates high, medical supplies inadequate, travel disruption, economic disruption, businesses and schools close |

*\* Based upon Bloom’s Taxonomy; Source: Anderson, L.W., & Krathwohl, D.R. (Eds.) (2001)*