

Kootenai County Historic Preservation Commission (HPC)

**2017-2018 School Year Student Essay Contest on Kootenai
County History**

Rules/Guidelines

What's the purpose? The purpose of this contest is to increase awareness of Kootenai County's history by promoting interest among students, their parents/guardians and teachers/educators in preserving and visiting Kootenai County's historical properties (buildings, structures, sites, objects) and museums.

- I. Who may enter?*** This contest is open to all public, private and homeschooled students who: (1) live in Kootenai County; and (2) are enrolled in grade levels 6 through 8 (Middle School level) or 9 through 12 (High School level) as of the beginning of the 2017-2018 school year.
- II. What are the prizes/awards?*** Cash and other prizes will be awarded as follows:
- A. Middle and High School Level First Place Winners each receive:
 - 1. \$200.00 cash prize
 - 2. Museum of North Idaho Membership
 - 3. HPC Honorary Membership
 - B. Middle and High School Level Second Place Winners each receive:
 - 1. \$100.00 cash prize
 - 2. Museum of North Idaho Membership
 - 3. HPC Honorary Membership
 - C. Middle and High School Level Third Place Winners each receive:
 - 1. \$50.00 cash prize
 - 2. Museum of North Idaho Membership
 - 3. HPC Honorary Membership
 - D. Five Honorable Mention Certificates for 4th, 5th, 6th, 7th and 8th places in Each level

IV. What are the requirements?

A. Subject Matter: Imagine you are a Kootenai County Commissioner in 1910 who has received a letter from Mr. Smith, a prosperous lumber mill owner whose family (his spouse, his 14-year-old daughter and 16-year-old son) and business are located near a large city in Minnesota. The only thing Mr. Smith knows about Kootenai County is there have been some major changes in the

county's boundaries in recent years. His letter states he is thinking about moving his business and family to Kootenai County but needs answers to as many of the following questions as possible:

1. Have the recent boundary changes made Kootenai County bigger or smaller?
2. Have the recent boundary changes made the county's population bigger or smaller?
3. What cities are in the county and what is the population of each?
4. What industries in the county employ the most workers?
5. What modes of transportation are available for transporting goods and people within and outside the County?
6. What utilities are available to businesses and residents?
7. What medical facilities are available for the treatment of severe injuries or illnesses?
8. What schools are available for the children and where are they?
9. What does one do for recreation/entertainment in the county?

Your essay must take the form of a letter to Mr. Smith attempting to convince him to move his business and family to Kootenai County. You may write your letter in one of two ways: (a) giving factual answers to as many of his questions as possible; or (2) giving a more detailed, extensive answer to just one of his questions. In either case, essays/letters must address the way things were in 1910!

B. Essay/letter preparation: Entries must be prepared/submitted in accordance with the following:

1. Print size: 14-point
2. Font style: Times New Roman
3. Submit electronically using PDF or Word format
4. Word limits: High School Level – up to 800 words
Middle School Level – up to 500 words
5. The student's name should not appear ANYWHERE on the title page, the essay/letter itself or the bibliography page (see 9. Below).
6. The words "Kootenai County in 1910" should be centered on a **separate title page**.
7. The **essay/letter** must start "Dear Mr. Smith," at the top left of the first page and end with "Sincerely, Kootenai County Commissioner" at the end of the letter.
8. A **separate bibliography page** identifying the source for any facts and/or quotations cited must accompany the essay/letter. All text is subject to screening for plagiarism via an electronic screening program.

9. A **separate cover sheet** with the following information **must** accompany each entry:

- a. Essay/letter title (i.e., “Kootenai County in 1910”)
- b. Student name
- c. Student grade
- d. School name (or “Home School”)
- e. Teacher’s name (or parent’s name if home-schooled)
- f. City, town or community of residence
- g. E-mail address
- h. Residence or P.O. Box mailing address

V. *When are the essays due and how are they to be submitted?* Essay submissions must be e-mailed to diski@live.com no later than Friday, December 1, 2017. Use of e-mail is necessary to ensure proper recording and tracking.

VI. *When will winners be announced and awards presented?* Winners will be announced and awards presented no later than Friday, December 15, 2017.

VII. *What’s the process for determining winning essays?*

A. Each cover letter and essay will be printed and numbered correspondingly upon receipt at the HPC.

B. Cover letters will be separated from the essays; only essays without any identification information on the essay itself will be submitted for judging.

C. The HPC chairman will convene a special meeting no later than Friday, December 8, 2017 for the sole purpose of judging the essays submitted. The Chairman and a minimum of three (3) other commissioners will comprise the panel to judge all essays submitted in each category. The Chairman may augment the panel with credentialed historians, archaeologists, anthropologists and/or others as deemed fitting and/or necessary.

D. Middle and High school essays will be judged in separate sessions.

E. Each judge will independently render a score of 1 (not so good) through 10 (excellent) for each essay. Judges will consider the following criteria in scoring each essay:

1. Strict adherence to requirements stated in IV A and B above (attention to detail)
2. Content accuracy (factual information, supporting details)
3. Communication clarity (organization, spelling, punctuation)
4. Creativity and likeability (i.e., how well the judge is engaged by ... and wants to continue reading ... the essay)

F. Each judge will record their own scores on a separate worksheet. The worksheet will have only the essay's corresponding title and assigned tracking number listed. This eliminates any chance of personal bias and ensures judges are unaware of each other's independent scores.

G. When judges have independently scored each essay, the worksheets will be collected by the HPC Chairman or designee who will:

1. Use a cumulative score worksheet to record the judges' independent scores for each essay and compile/record each essay's cumulative score.
2. Reconcile any tie scores precluding the determination of the top three essays for either Middle School or High School category entries by having judges rescore the essays receiving the tying scores as many times as necessary to identify the winning essay.
3. Determine the winning essays as follows:
 - a. The three highest cumulative scores will determine the first, second and third place winners in each category.
 - b. The five honorable mentions will be awarded to the essays receiving the fourth, fifth, sixth, seventh and eighth highest cumulative scores in each category. (NOTE: additional honorable mention awards in each category may be granted for essays having a cumulative score that ties the eighth highest cumulative score in that category).
4. Clearly/legibly record the cumulative score for the top three winning essays and all essays awarded honorable mention on the top right hand corner of both the essay and the cover sheet. Individual judges' scoring worksheets will be destroyed prior to the judging panel being adjourned
5. The HPC Chairman will announce the winning essays and their respective cumulative scores to the judges (NOTE: The name of winners and/or titles of winning essays is privileged information not to be shared outside the HPC until officially released/announced by the HPC to the public).

H. The HPC Secretary will create and maintain a paper and/or electronic file copy of essays receiving the top three awards with their respective cover sheets filed/attached at the front of each essay.