

# Portland Speech & Debate Institute

July 14-26, 2025

Lewis & Clark College

ORIENTATION PACKET

Thank you for joining us for the Portland Speech & Debate Institute! Our team members and staff look forward to a time of education, practice and fun. This packet contains important information on when to arrive, what to bring and some guidelines for the program. Please let me know if you have any questions.

Joe Gantt

Director, Portland Speech & Debate Institute

### **Program overview**

**INDIVIDUALIZED ATTENTION-** We maintain a 5-1 faculty to staff ratio for a reason- small labs allow students to get to know their lab leaders and get constructive feedback on all aspects of debating. The best way to learn speech and debate (or learn MORE about speech and debate) is in a setting where students can ask questions and get individualized help.

**SKILLS FOCUS-** Research is important (see the next paragraph!) Theoretical knowledge is important. But even more important are the skills that help you utilize knowledge and research in debates. Our lab leaders will conduct daily drills and a large number of practice debates (with re-dos, stop/starts) as well as two full practice tournaments. In speech, we expect each student to leave PSDI with a near completed event for each week they participate.

**RESEARCH-** You'll leave the PSDI with a large amount of research. Some of that will be produced by our staff; we'll also give you the tools to create high quality research of your own. Most importantly, our curriculum will focus on learning research skills that you can utilize throughout the course of the season.

**ADAPTABLE CURRICULUM-** Circuits vary, styles vary, and the types of skills necessary to succeed in each circuit varies as well. Our curriculum is designed to improve speaking and debating on every level, from local circuits to national circuits. Our curriculum is also designed to adapt to the skill level of each participant, whether novice, varsity or somewhere in between. Labs will be assigned in recognition of these parameters.

**DIVERSE STAFF-** Our staff will be hired from experienced speech and debate coaches and students, with an emphasis on creating a staff that has experience at numerous other programs. We expect that our staff will include individuals who have led labs and designed curriculum at numerous other camps in the Northwest and throughout the nation.

**LOCATION, LOCATION, LOCATION-** Lewis & Clark's [campus](#) is known as one of the nation's most beautiful campuses. There may not be a better spot to spend 2 weeks in the summer than

Portland, OR. We will provide shuttle service to and from PDX airport for no charge. The campus also has everything you need to succeed- modern classrooms, wireless internet, and strong library resources.

**A FUN TIME-** Speech & debate is a rewarding educational experience, but it also needs to be a fun experience. We will have games, picnics, movies, and a bunch of other fun activities that integrate the educational experience with entertainment. Relationships that are built at the Portland Speech & Debate Institute will last a lifetime.

### **Tuition**

Programs are designed on a 2 week model. One week models are available that will include basic instruction as well as daily drills, practice rounds and one practice tournament.

Two week programs, as well as first week program, will check in on July 9 for residential students and check out on July 23; second week programs will check in on July 16 and check out on July 23. Commuter programs will begin on July 10 and 17, as appropriate.

**2 week residential (Policy, LD, Speech, Public Forum/Parliamentary)- \$2300**

**1 week residential (Policy, LD, Speech, Public Forum/Parliamentary)- \$1200**

All residential tuition includes double occupancy room with linens, and three meals per day in our residential dining hall.

**2 week commuter (Policy, LD, Speech, Public Forum/Parliamentary)- \$1350**

**1 week commuter (Policy, LD, Speech, Public Forum/Parliamentary)- \$750**

**All commuter tuition includes lunch and dinner in our residential dining hall.** Commuters may purchase breakfast if so desired.

Partial scholarships will be available on the basis of demonstrated financial need.

Documentation of such need will be requested as a part of the scholarship application process.

## **Arrival**

Students can begin checking in to the dorm any time from 2-8 pm on July 13 at Fowler Student Center (map is attached). Sorry, no early check-ins are available.

Should you need a shuttle from the airport, please let me know and we will arrange a shuttle to pick you up. There is no charge for the shuttle. We are unable to provide transportation on a daily basis to commuter students.

## **Housing**

In preparation for your stay, our staff will clean the residence hall and/or apartment suites prior to arrival. Housekeeping staff will continue to clean the public areas of the hall on a daily basis, however they will not re-enter the bedrooms. Please note that smoking is not allowed in any campus building, including residence hall rooms, bathrooms or lounges.

## **Residential Services**

Groups with minors will only be provided with soap, a paper cup and the Conference & Youth Camp Information Guide. Beds will be made prior to your arrival and towels will be in the room. Any linen missing from the rooms after the group has left will be documented and will be charged accordingly.

## **What Belongings to Bring:**

Clothing- There is no expectation for campers to “dress up” for any part of the camp. Students should bring comfortable clothing.

In addition to clothing items, residential participants bring the following:

- Cellphone with a Power Charger Cord (telephones are not provided in resident rooms)
- Insurance Cards
- Emergency Contacts — List of Phone Numbers
- Water Bottle
- Toiletries
- Medications
- Flashlight with Batteries

- Clothes Hangers
- Paper and Pens/Pencils

**Participants may also wish to bring the following items to make the stay more comfortable:**

- Alarm Clock
- Fan (residence halls are not air-conditioned- VERY IMPORTANT)
- Favorite Pillow
- Shower Shoes (e.g. flip flops)
- Laundry Detergent/Dryer Sheets
- Desk Lamp
- Camera
- Checkbook/ATM Card for Bookstore Purchases
- Coins for Snack/Vending Machine
- Raincoat and/or Umbrella
- Comfortable Walking Shoes to Explore
- Computer/Tablet
- Surge Protector for Computer/Tablet (possibly with some extra plugs)
- DVD Player/MP3 Player
- Charger Cords for Electrical Devices
- Headphones
- Kitchen Utensils/Dishes

**What Belongings to LEAVE AT HOME:**

To reduce risk to health and safety, the following items are prohibited:

- Air, Spud, Airsoft and Paintball Guns

- Fireworks
- Camping Fuel
- Firearms
- Sling-Shots
- Incense or Sage
- Weapons of Any Kind — see Lewis & Clark's Weapons Policy
- Candles
- Halogen Lamps
- Pets (Service animals that assist our disabled guests are the only exception to this policy)
- Appliances with Open/Exposed Heating Coils
- Any Other Items Which May Possibly Threaten the Health or Safety of Residents

### **Linen**

Linen is being provided for this program, it includes:

- (1) pillow, (1) pillow case, (1) blanket, (2) flat sheets,
- (1) bath towel, (1) hand towel and (1) washcloth

### **Telephone**

Telephones are not provided in the rooms however there will be one (1) telephone installed in each of the lobbies for emergencies and local calls only.

### **Kitchens**

Many residences have kitchenettes or kitchens that conference participants can use for preparing snacks. Kitchenware is not provided. Conferees are responsible for cleaning the kitchenettes/kitchens, including emptying of trash. Additional charges will apply if kitchens are not left in the same condition as found.

### **Building Access IDs**

Each overnight participant will receive a lanyard with swipe card and room key to their assigned room. The lanyard and swipe card are for them to keep, however the key will need to be returned at the conclusion of their stay.

### **Keys**

If you lock your keys inside your room during your stay, please contact the following:

Monday - Friday 9:00 a.m. - 5:00 p.m. Guest Service Agent 971-563-8113

Monday - Friday 5:00 p.m. - 10:00 p.m. Campus Safety 503-768-7855

Monday - Friday 10:00 p.m. - 9:00 a.m. Campus Safety 503-768-7777

Weekends Guest Service Agent 971-563-8113

There will be a \$100.00 charge for each lost residence hall room key not returned by the end of the day of check out.

Roommate selection is done in advance and cannot be changed. If you would like to share a room with someone you already know, please let the director know at least 3 weeks prior to the camp.

### **Meals**

Bon Appetit operates our campus meals, and they will run meals for the camp as well. They are all you can eat, and meals are designed with multiple options (with gluten free, vegetarian and vegan options). Meals will begin with dinner on July 13 and will end with breakfast on July 27. Commuters have lunch and dinner on each day included with their tuition costs.

### **Wireless access**

Students should bring a laptop or chromebook. Wireless access will be available for all participants. There will also be computer labs available to students as well.

### **Institute Rules**

1. Students are not permitted to leave campus without permission. They may not leave with a relative (other than their parents) or any other adult unless specific written permission is received from their parents in advance.
2. All students must attend all functions unless excused by the director.
3. Students are to be in their own room and quiet at 11:00 p.m. each night.
4. No use of illegal drugs, alcohol, or tobacco use will be permitted.

5. Students must keep doors open whenever any other student is in their dorm room (other than a roommate).
6. Harassment, sexual or otherwise, of any other student or staff person will not be permitted.
7. No visitors (other than parents) are allowed to visit during the program.
8. Other common sense rules may be announced by the Director, as the need arises.

***Violation of these rules can result in students being sent home without refund.***

### **Sample day**

The specific daily schedule is dependent on total number of students attending. However, days will follow this basic outline:

7:45	Breakfast
9:00	All Camp Meet
9:15	Skills Lecture
10:00	Skills Lab (drills, instruction)
12:00	Lunch
1:15	Topic Lecture
2:00	Lab Research/Library
4:00	Free time
5:00	Dinner
6:00	Practice Rounds
8:00	Finish for day (some activities in evening for residential students)

## **CONSENT FORM AND RELEASE**

Student's Name: \_\_\_\_\_

I wish to participate in the Portland Speech & Debate Institute. I understand that there are risks inherent in any activity. I assume these risks and accept the consequences involved in my participation in the program.

I understand that participation in this program is voluntary and I may withdraw at any point during the program. I understand that participation may not benefit me directly in any way. I hereby release Lewis & Clark College, the Portland Speech & Debate Institute and its staff from any and all costs, claims, injury or illness resulting from my participation in the program.

I acknowledge that I understand the program in which I will participate. I accept the rules and regulations set forth and I consent to participate in the program. I have been advised that I should look to my own insurance policy in case of injury.

I have read and fully understand this document.

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Participant: \_\_\_\_\_

Parent/Guardian: \_\_\_\_\_

Emergency Contact Information (please include one emergency contact who is not a parent/guardian):

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## **AUTHORIZATION FOR PURPOSES OF PROVIDING MEDICAL TREATMENT FORM**

Please complete this form to give an appropriate medical facility permission to treat your child for any minor injury or medical problems. In the event of serious injury or illness, you will be contacted; treatment will proceed before contacting you only if the situation is urgent and does not permit delay.

Student Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

Name of Primary Care Physician: \_\_\_\_\_

Phone No. of Primary Care Physician: \_\_\_\_\_

### **STUDENT INFORMATION**

Is there any chronic problem or illness? Has the person been treated recently for some medical problem?

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Are there any allergies to medications or local anaesthesia? ( ) Yes ( )

If yes, please indicate or list:

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List any medications now being taken for treatment of any medical problem (please denote if medication will be brought to campus)

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Date of last Tetanus vaccination: \_\_\_\_\_

Date of last COVID-19 vaccination: \_\_\_\_\_

### **HEALTH INSURANCE INFORMATION**

Policyholder's Name and Relationship to Patient: \_\_\_\_\_

Policyholder's Address: \_\_\_\_\_

Name and Address of Insurance Co. \_\_\_\_\_

If you have HMO or PHP insurance please list the emergency treatment authorization phone no.

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Name and Address of Employer: \_\_\_\_\_

All Policy Numbers (please identify): \_\_\_\_\_

I, \_\_\_\_\_ as parent/legal guardian of \_\_\_\_\_ do hereby authorize Joseph Gantt, PSDI Director, to seek any medical and/or surgical treatment necessary for the care of my child. The above-designated Program Director is hereby authorized to incur medical costs necessary to provide medical treatment for said child, for which I shall be fully responsible. I also authorize the medical facility to release any and all information required to complete insurance claims and also authorize insurance payment directly to the medical facility.

Signature: \_\_\_\_\_ Relationship to Child: \_\_\_\_\_

Daytime/Work Emergency Phone No.: \_\_\_\_\_

**PLEASE INCLUDE A COPY OF THE STUDENT'S INSURANCE CARD WITH THIS FORM**

## SHUTTLE CONSENT FORM

**THIS MUST BE RETURNED IF REQUESTING SHUTTLE SERVICE**

I, \_\_\_\_\_ the parent/guardian of \_\_\_\_\_

am requesting that the Portland Speech & Debate Institute provide my student shuttle service to/from the Portland International Airport and/or Union Station.

I understand that the PSDI is only responsible for meeting my student at the airport/station at the time specified on the previous form, and for providing them with transportation to the airport/station by the departure time specified. I understand that the PSDI is not responsible for making sure that my student is on their flight aside from providing them with transportation to the airport/station, nor is the PSDI responsible for my student's behavior/actions while at the airport/station.

I further understand that the PSDI meets students at a designated group pick-up spot at the airport and drops them off outside the terminal, and that staff members do not accompany students to the gate or check them in to their flight. As such, the PSDI is unable to accommodate those designated unaccompanied minors by airlines, and PSDI staff members will not accept responsibility for waiting with students at the airport or meeting them at their gate. If my student is too young to travel on their own, I accept responsibility for traveling with them or finding them suitable travel options that do not rely on PSDI staff members.

Parent Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Flight Information:

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