

Southern League Standard Operating Procedures
Approved May 2014

100 Organization

100.1 Primary goals

- 100.1.1. Participation: provide the opportunity for any high school student to experience the sport of cross country ski racing.
- 100.1.2. Keep expenses low and quality of experiences high, emphasizing team support, accepting physical and mental challenges, displaying good sportsmanship, running races professionally and fairly, recognizing each racer's contribution.

100.2 Volunteer-based: Parents and other volunteers do the organizational work to maintain a professional organization that provides the leadership and coordination that allows students to enrich their educational experience by participating in this sport

100.3 Parent-supported: Parents will maintain the skills of running the races and pass on their expertise through training classes that teach those skills to new members of the clubs.

100.4 Governed by the Nordic Division of the OISRA

- 100.4.1 Abide by OISRA By-Laws
- 100.4.2 Follow OISRA Policies
- 100.4.3 Follow OISRA Nordic Race Rules,
- 100.4.4 Follow OISRA Nordic Policies

100.5 Voting

- 100.5.1 Voting can be done in person at scheduled meetings, by mail, by email, or by FAX.
- 100.5.2 Each member school that has at least one student on a cross country ski team is entitled to one vote on all league business.
- 100.5.3 An affirmative vote by the majority of the member schools in the Southern League shall decide all issues

100.6 Participation fees

- 106.1 At the Spring meeting, the Southern League coaches will determine the league participation fees to be used for the following season.

100.7 General League Meetings

- 100.7.1 Time and place of meetings
 - The Spring Southern League general meeting shall be held before the Spring Executive Committee meeting.
 - The Fall Southern League general meeting shall be held before the Fall General Meeting for the Nordic Division.

- 100.7.2 Exact time and place of all Southern League general meetings shall be fixed by the league rep.
- 100.7.3 An effort will be made to have a meeting site that is in a central location for all the schools in the league.
- 100.7.4 Notice of the time and place of the Southern League general meeting and an agenda for the meeting shall be mailed, emailed, or faxed by the League Rep so that it is received by each school at least 7 days prior to the meeting.
- 100.7.5 It shall be the responsibility of the League Rep to convey information regarding the Nordic Division Steering Committee meetings to the Southern League coaches.
- 100.7.6 A quorum for a Southern League general meeting shall be two-thirds of its members in person, by mail, fax, email, or by conference call.

100.8 Special League Meetings

- 100.8.1 Written notice stating the place, day, and hour of the meeting shall be mailed, emailed, or faxed so that it is received at least 7 days prior to the meeting.
- 100.8.2 The purpose of the meeting must be plainly stated in the notice, in such form as to permit voting by mail, email, or fax; and no other business than that stated may be transacted.
- 100.8.3 A quorum for a Southern League special meeting shall exist when the total number of ballots cast (whether by mail, or in person) equals or exceeds two-thirds of the member schools in the Southern League.

100.9 League race schedule

- 100.9.1 Shall be presented at the Spring Southern League meeting
- 100.9.2 A person is selected at the fall Southern League meeting who is responsible for creating a race schedule that will be presented at the following Spring league meeting.
- 100.9.3 This person will be the head of a committee comprised of him/herself and two additional people chosen by the league.
- 100.9.4 The proposed schedule with confirmed dates must be sent to the coaches prior to the Spring meeting so they can give feedback.
- 100.9.5 The schedule must be approved by a majority of the coaches at or before the Fall Southern League Meeting before it is the official schedule.

150 Classifications of teams shall be Division I and Division II

- 150.1 Coaches choose the classifications for their teams.
- 150.2 The boys team and the girls team at one school do not have to be the same classification.

160 League Dues:

- 160.1 League dues shall be determined at the Spring League Meeting.
- 160.2 League dues are payable during the online registration process and refunded to the League from the OISRA treasurer.

- 200 Race Procedures:** All race procedures follow the guidelines established in the “OISRA Nordic Rules and Regulations,” which includes the composition of the Race Jury and backup timing procedures
- 200.1 Protest Fees:** The Southern League will not have protest fees at League races. We stress education during the League races and do not assign penalties.
- 200.2 Substitutions at League races:** Any skier who is training with a ski team will be allowed to enter each race, so no substitutions are allowed. Each skier skis in his/her assigned bib at the predetermined time. If a racer does not show, then no one starts at that predetermined start time.
- 200.4 Relay Races**
- 200.4.1 Eligibility for Varsity Relay Team:** Skiers who complete the individual race are eligible to compete on a relay team. Generally the top three finishers for the individual race make up the varsity relay team, but each coach has the autonomy to choose the relay team from other finishers of the individual race if that is his/her preference.
- 200.4.2 Eligibility for JV Relay Teams:** The coach at each school will assign all racers who completed the individual race and are not on the Varsity relay team to other relay teams, titled JV 1, JV 2, JV 3, etc.; and the racers will compete in the relay event as members of these teams. It is suggested that racers be assigned to these JV teams in such a way that the JV teams are equally balanced for strength.
- 200.4.3** Choice of **relay lanes** is decided by league standings.
- 200.4.3.1** If there are more varsity teams than there are relay lanes, varsity team(s) are placed in the second (or third) rows, depending on league standings.
- 200.4.4 Separate Relay Races:** Southern League will have separate varsity and JV relay races unless the TD decides the races should be run jointly.
- 200.4.4.1** Coaches are allowed to enter varsity teams in the JV relay wave and coaches can enter JV teams in the varsity relay wave, with the Technical Delegate's approval.
- 200.4.5** Option for Junior Varsity Relay to be a 4 x 1K Format: If the numbers of Junior Varsity racers are such that it would not be safe (e.g. course or weather considerations) to put them all in one relay heat, then the Technical Delegate has the option of changing the 3 x 1K relay to a 4 X 1K relay.
- 200.5 Scoring for Varsity teams in league races:** The total team score will be determined by adding together the team points for the individual race and the team points for the relay race.
- 200.6 Varsity Team points for the individual race:** sum of the placement points of the three (3) best individual team members
- 200.6.1** Where more than five (5) athletes have entered the race for one school, racers finishing 6th, 7th, 8th, etc. for each school team do not score or displace points for team scoring
- 200.6.2** Scoring will be assessed as follows

- 1st place - one point
- 2nd place - two points
- 3rd place - three points, etc.

200.6.3 When only 2 team members finish, then varsity team scoring is determined by the sum of the placement points of the 2 finishing team members plus dummy placement points for the non-finishing team member.

200.6.4 Dummy placement points are determined by adding one to the total number of finishing skiers.

200.7 Varsity Relay team scoring is as follows:

- First Place Team - 6 points
- Second Place Team - 12 points
- Third Place Team - 18 points

200.7.1 The points are to be increased by six (6) for each team on through the remaining relay results.

200.7.2 Varsity team relay finish orders ignore any JV 1, JV 2, etc. relay team finish orders. For example: if the overall relay finish order were Varsity team school A, Varsity team school B, JV team school A, Varsity team school C—then the placement for the Varsity teams is :

1 st place	School A
2 nd place	School B
3 rd place	School C

200.7.3 If a school has only 2 competitors for a Varsity relay team, then those two racers will compete in the first two legs of the relay and a dummy time (a time equivalent to the slowest time of the third relay leg) will be added to their composite time. That total time will be compared to the total times of the other Varsity relay teams to arrive at a finish position.

200.7.4 If a school has only 1 competitor, that competitor can ski in the relay event.

- That competitor can ski the third leg on a relay team that has two other competitors who form a team from another school, or he/she can ski one leg on a relay team where each leg is skied by a competitor from a different school.

200.8 Tie Breaking – teams

200.8.1 Tie breaking is to be used only for the first three Varsity teams placing. If a tie exists for places beyond third, they will remain as ties.

200.8.2 If there are four (4) finishers in the individual race for each of the tied teams, then the position of the fourth finisher for each school breaks the team tie.

- 200.8.3 If there are not four (4) finishers in the individual race for each of the tied teams, then the team that does not have a fourth place finisher loses to the team that does have a fourth place finisher.
- 200.8.4 If there are not four (4) finishers in the individual race for both of the tied teams, then tie breaking is accomplished by adding together the times of the top three finishers of each team in each event (the individual events and the relay event). The team with the fastest time wins.
- 200.8.5 If a tie remains after applying 200.8.1-200.8.4 above, go to the fifth finishers for each team and apply the same rules to the fifth place finishers.
- 200.8.6 If a tie remains after applying 200.8.1-200.8.5 above, then the teams remain as a tie.

200.9 Tie Breaking – individuals

- 200.9.1 If two or more competitors have the same time, they shall each be given the same place on the official results. Therefore, if two are tied for first place, there will be no second place winner but the next place listed will be third place.

201 Medical Plan for League Races

A medical plan will be established for each league race and written in the race information for coaches and volunteers. The procedures to be followed in the event of injury, accident, or death should be included in this medical plan.

201.1 Incident Reports

Incident reports will be handled according to OISRA Policy #16.

202 Reports

- 202.1 Individual times will be included on the official result list, published by the Race Committee. Official results shall include the following:

- Individual Boys
- Individual Girls
- Boys Varsity Relay
- Boys JV Relay
- Girls Varsity Relay
- Girls JV Relay
- Total Team Division I Boys
- Total Team Division II Boys
- Total Team Division I Girls
- Total Team Division II Girls

- 202.2 Team members who disqualify (DSQ), do not finish (DNF), or did not start (DNS) will also be indicated on the official results published after the race.

203 Individual league points are cumulative for each league race for each team member who competes. They are used at the end of the season to determine League Awards and to determine which individuals qualify to go to the state meet in addition to the members of a qualifying school team.

203.1 Last place for each race gets 1 point, next to the last place gets 2 points, etc. The third place winner gets 2 more points than the 4th place winner, and the second place winner gets 2 more points than the third place winner, and the first place winner gets 2 more points than the second place winner.

203.2 Ties for cumulative individual scores

203.2.1 If two or more competitors have the same number of points after the league finals, the winner is the competitor who has

- the highest number of individual wins
- the best results (i.e. most 2nd places, most 3rd places, etc.)

If competitors are still equal, the tie(s) will be broken by adding their elapsed times for all the league races.

If competitors are still equal, the tie remains a tie.

203.2.2 Ties will be broken for the only the top 10 places. Any ties for the remaining cumulative scores will remain as ties.

204 Team league points are cumulative for each league race and they are used at the end of the season to determine League Awards and in the future will be used to determine which teams qualify to go to the state meet.

204.1 The slowest team at each race gets 2 points, next fastest team gets 4 points, and so forth until the fastest team ends up with 2 more points than the next to fastest team.

204.2 If teams tie for cumulative league points at the final league race, the tie will remain as a tie. A new trophy(ies) is purchased, and more than the top 3 teams will be recognized.

205 Scoring for Junior Varsity teams at league races.

205.1 All racers from each school compete in the individual race and those racers who place lower than the top five racers for their school team are the Junior Varsity Racers for that school team. The elapsed times of Junior Varsity racers are not separated out from the elapsed times for the Varsity team racers in the race report for individual results.

- 205.2 Any team having more than three racers competing at a league race will have Junior Varsity relay team members.
- 205.3 After the individual race is completed, the coach at each school will assign all racers who are not on the Varsity relay team to other relay teams, titled JV 1, JV 2, JV 3, etc.; and the racers will compete in the relay event as members of these teams. It is suggested that racers be assigned to these JV teams in such a way that the JV teams are equally balanced for strength.
- 205.4 Dummy times are not calculated for JV relay teams.
- 205.5 JV relay teams can be Mixed Teams with any combination of three skiers from different teams.
- 205.6 JV relay team finish orders ignore any Varsity relay team finish orders. For example: if the overall relay finish order were Varsity team school A, JV team school A, Varsity team school B, Varsity team school C, and JV team school B—then the placement for the JV teams is:
1st Place JV School A
2nd Place JV School B

206 Food for League Races

- 206.1 Refreshments for racers and for race volunteers will be provided for each race.
- 206.1.1 Sufficient amounts of whatever food the racers eat (fruit, soup, bread, cookies, etc.) will be available at the food station for race volunteers.
- 206.1.2 Food supplies will be provided by a combination of parental donations and sponsorship money for each race.

207 Competitor's behavior at League Races

- 207.1 A competitor's use of electronic devices with earphones is prohibited in the start area and during the race.

209 League Awards for Performance in League Races

- 209.1 The League is responsible for providing individual and team awards at the final league event for cumulative performance at league events.
- 209.2 Size, style and quantity of League Awards for performance are determined by the League.

210 Scholar-Athlete Awards

- 211** Pins for the Scholar-Athlete Awards are provided by the League for all juniors and seniors who have maintained a cumulative 3.5 GPA or higher.

212 Awards for "Most Improved"

212.1 The Head Coaches in Southern League determine the top three boys and top three girls who were the most improved during the ski season.

212.2 Awards are presented at the State Meet.

212.3 The recipients of the awards are determined by taking into consideration the differences in percentage back from beginning to end of the season, number of races entered, efforts in both disciplines, and the coaches' observations during the ski season.

212.4 The race secretary will provide the coaches with the information on the percentage back for all racers at all league races and will highlight the largest differences in percentage back data as a guide for which racers to consider.

212.5 The race secretary will tally all the votes from the head coaches and determine who wins the "Most Improved" award.

220 Converting Southern League Allotments for the State Meet into "School Allotments" for the State Meet

- The Nordic Commissioner assigns a League Allotment for Southern League boys and a League Allotment for Southern League girls, according to registration numbers and the Nordic Policies
- In the Southern League, these League Allotments will be converted to "*School Allotments.*"

220.1 Defining Southern League *School Allotments* for the State Meet

- School Allotments are the **number** of racers each school may enter in **each** individual race at the state championships,
- School Allotments may be filled with whichever *eligible* racers the school's coach chooses, using whatever criteria the coach chooses.
 - Eligible racers have met race participation rules and have academic eligibility.

220.2 Calculating Southern League *School Allotments*

- Every school is allowed 6 racers of each gender.
- Any school that has more than 6 racers of each gender is allowed an **extra number** of racers, based on how the team's racers finish in

the individual cumulative league results.

- Appendix 1 is an example of how the **extra numbers** of racers are calculated.

Appendix I

E X A M P L E
of Calculating Southern League School Allotments
based on 2003-04 numbers

League Allotment for Southern League Boys = 41

	AHS	BSHS	CHS	GHS	MVHS	ORHS	SEHS	THS	Total
Total Registered Boys	3	9	1	3	26	3	6	0	51
6 Boys from each school	3	6	1	3	6	3	6	0	28
# more than 6	0	3	0	0	20	0	0	0	23

Only MVHS and BSHS have **more than 6 boys**.

- League Allotment (41)
- six from each team (28)
- 13** more boys at Mt. View and/or Bend High can also enter each race

How are these “extra” 13 racers allotted to each school?

See cumulative individual results below for a detailed example. It shows:

Mt. View can enter 12 more boys in each race
 Bend High can enter 1 more boy in each race

	AHS	BSHS	CHS	GHS	MVHS	ORHS	SEHS	THS	Total
Total <i>School Allotments</i> for Boys	3	7 (6 + 1)	1	3	18 (6 + 12)	3	6	0	41

Shaded names are the 6 racers from each team that are allowed.

	Last Name	First Name	School	Total	MVHS can enter this many more racers	BSHS can enter this many more racers
1	Martinez	Ryan	Mt. View	222		
2	Condon	Mike	Mt. View	200		
3	Holmar	Bryan	Bend	188		
4	Blackhorse	Dakota	Mt. View	187		
5	Scholz	Scott	Bend	185		
6	Holmes	Nick	Mt. View	183		
7	Brown	Jacob	Mt. View	180		
8	Beckwith	Bren	Mt. View	174		
9	Miller	Chris	Bend	172		

10	Davis	Matthew	Mt. View	166	1	
11	Tronson	Andy	Mt. View	165	2	
12	McMahon	Patrick	Mt. View	155	3	
13	Zettle	Lucas	Mt. View	147	4	
14	Condon	James	Mt. View	145	5	
15	Reinhard	Shawn	Ashland	138		
16	Gusset	Daniel	South Eugene	125		
17	Moorman	Anthony	Mt. View	124	6	
18	Schwarz	Benjamin	Bend	122		
19	McGuire	Aiden	South Eugene	119		
20	Bryant	Tyler	Mt. View	118	7	
21	Frazier	Mark	Bend	111		
22	Fields	Canche	Bend	106		
22	Weldon	Joey	Mt. View	106	8	
24	Peterson	Brent	Bend	104		1
25	Weldon	Kevin	Mt. View	89	9	
26	Burton	Matthew	Mt. View	86	10	
27	Brown	Kevin	Mt. View	85	11	
28	Geib	Toby	Mt. View	84	12	
29	Hoxmeie	Gabe	Ashland	82		
30	Miller	Jaimason	Mt. View	81		
30	Rood	Kyle	Bend	81		
32	Bodin	Louis	South Eugene	64		
33	Hogstad	Ben	Bend	59		
34	Wittig	Theo	South Eugene	56		
35	Barnett	Kevin	Mt. View	55		
36	Webb	Zach	Mt. View	51		
37	Bailey	Brian	Mt. View	37		
38	Taggart	Timothy	Mt. View	29		
39	Lantz	Zach	Churchill	27		
39	Smelcer	Keith	Ashland	27		
41	Johnson	Luke	Mt. View	18		
41	Stone	Eliot	South Eugene	18		
41	Zifka	Scott	Mt. View	18		
44	Moffit	Jed	Oakridge	17		
45	LaPoma	Dario	South Eugene	16		
46	Finneran	Brett	Gilchrist	15		
47	Bolin	Steffan	Oakridge	12		
48	Campbell	David	Gilchrist	11		
49	Saraz	Chuy	Oakridge	10		
50	King	Doug	Mt. View	9		
51	Campbell	Steven	Gilchrist			
				TOTALS	12	1

Example using the League Allotment based on 2004-05 numbers:

League Allotment for Southern League Girls = 49

	AHS	BSHS	CHS	GHS	MVHS	ORHS	SEHS	THS	Total
Total Registered Girls	7	14	0	3	23	4	6	3	60
6 Girls from each school	*5	6	0	3	6	4	6	3	33
# more than 6	0	8	0	0	17	0	0	0	25

*Only 5 out of 7 who registered qualified for state meet

Only MVHS and BSHS have **more than 6 girls**.

- League Allotment (49)
- six from each team (33)
- 16** more girls at Mt. View or Bend High
- can also enter each race

How are these “extra” 16 racers allotted to each school?

See cumulative individual results below for a detailed example. It shows:
 Mt. View can enter 10 more girls in each race
 Bend High can enter 6 more girls in each race

	AHS	BSHS	CHS	GHS	MVHS	ORHS	SEHS	THS	Total
Total <i>School Allotments</i> for Girls	5	12 (6 + 6)	0	3	16 (6 + 10)	4	6	3	49

Shaded names are the 6 racers from each team that are allowed.

	Last Name	First Name	School	Total	MVHS can enter this many more racers	BSHS can enter this many more racers
1	Wrightman	Megan	Bend	240		
2	Jager	Catherine	Mt. View	239		
3	Bailey	Holly	Bend	209		
4	Burks	Cally	Bend	205		
5	Boe	Kelly	Mt. View	203		
6	Pike	Lisa	Bend	202		
7	Phillips	Allison	Bend	201		
8	Mondry	Marita	Bend	190		
9	Holman	Alexandra	Bend	188		1
10	Ali	Sarah	Mt. View	184		
11	Lee	Hannah	Mt. View	181		
12	Reinhardt	Kara	Ashland	180		
13	Osburn	Christie	Mt. View	178		
14	Munson	Elise	Mt. View	160		
15	Fowles	Blake	Bend	159		2
16	Wrightman	Sara	Bend	156		3
17	Ward	Kim	Mt. View	148	1	
18	Specto	Sarah	Ashland	142		

19	DeJarnatt	Skylar	Mt. View	140	2	
20	Kropf	Keli	Mt. View	135	3	
21	Rosenthal-Fuller	Hanna	South Eugene	132		
22	Mayfield	Victoria	Ashland	128		
23	Bryant	Lesley	Mt. View	124	4	
24	Turney	Lauren	Mt. View	123	5	
25	Brouillard	Kate	Mt. View	117	6	
26	Lee	Alison	South Eugene	112		
27	Scott	Katie	Bend	108		4
28	Frohnmayr	Amy	South Eugene	106		
29	Freund	Rebecca	South Eugene	103		
30	Fromer	Amber	Bend	92		5
31	Bruguier	Courtney	Mt. View	88	7	
32	Hanson	Erika	Mt. View	79	8	
33	Jones	Jocelyn	Mt. View	75	9	
34	Garrett	Thea	South Eugene	73		
35	Gossard	Harper	Bend	67		6
36	Hamby	Julie	Mt. View	66	10	
37	Harden	Nichole	Mt. View	64		
38	Jensen	Sierra	Oakridge	63		
39	Atkinson	Julie	Thurston	58		
40	Courter	Rachel	Thurston	55		
41	Bernstein	Sarah	South Eugene	38		
41	Reinhardt	Brittany	Ashland	38		
43	Paterson	Kayli	Mt. View	33		
44	Beltram	Lindsay	Mt. View	32		
45	Baines	Rhea	Oakridge	30		
46	Nichols	Devin	Bend Mt.	27		
46	Nightingale	Mackenzie	View	27		
48	Jablonski	Natalie	Ashland	24		
49	Weinrich	Caitlin	Gilchrist	17		
50	Williams	Chelsea	Oakridge	13		
51	Rameriz	Ana	Oakridge	12		
52	Triplett	Shartah	Gilchrist	11		
53	Figueiredo	Laiz	Thurston	10		
53	McCarthy	Carrie	Gilchrist	1		
	Carrillo	Mayra	Mt. View	0		
	Breen	Katie	Bend	0		
	Lewis	Ariana	Ashland	0		
	Thorpe	Sarah	Ashland	0		
	Bailey	Stacie	Mt. View	0		
	Logan	Jasmyne	Mt. View	0		
				TOTALS	10	6