

Oregon Interscholastic Ski Racing Association (OISRA) - Policies

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General Policy Rules

1. Amending the OISRA Policies

- 1.1. The affirmative vote of a majority of the entire Board of Directors at a properly called meeting, at which a quorum is present, is necessary and sufficient, to make, alter, amend or repeal OISRA Policies.
- 1.2. Proposals for changes to the OISRA Policies may be initiated by a head coach, or OISRA Board member or Officer. Such proposals shall be submitted in writing to the OISRA President.

2. OISRA Administrative Services

- 2.1. OISRA shall provide oversight and administrative services to the Alpine Leagues for interscholastic ski training and competitions. These services include, but not limited to, governance, athlete registration and coaches registration, certification and training management. OISRA and each Alpine League shall enter into a Services Agreement specifying the details of services provided as well as insurance and indemnification requirements of each party.

3. Duties of the Executive Director

- 3.1. Act on instructions of the Board.
- 3.2. Be responsible for the daily operations of the OISRA.
- 3.3. Keep a record of expenses, activity and actions.
- 3.4. Communicate and liaise with the OISRA legal representatives on issues that are relative to the welfare of the OISRA. Prepare OISRA forms and contracts for review by the Board.
- 3.5. Act as contact person for school agreement forms.
- 3.6. Ensure that registration and academic eligibility processes are being followed appropriately, including, but not limited to, foreign exchange students, transfer students, home school students, and hardship eligibility issues.
- 3.7. Prepare reports for the Board when necessary.
- 3.8. Communicate with school districts and schools regarding the sanctioned activities and policies of the OISRA.
- 3.9. General contact with insurance carrier and notification to insurance carrier of any potential claims.
- 3.10. Receive suggested policy amendments and prepare them in a format for Board review.
- 3.11. Present any suggested policy amendments.
- 3.12. Periodically review the OISRA website to insure that upcoming and reoccurring annual activities and meetings are posted or updated in a timely manner. Notify OISRA or Leagues or Teams if information found is outdated or inaccurate. Insure that clear directions are made available to the membership for finding general meetings and special events.
- 3.13. The Executive Director can request temporary non-board members to serve on non-board committees that help facilitate the research and preparation of information for the Board.
- 3.14. Sign contracts as directed by the OISRA Board of Directors.

Note: In the absence of an individual representing the Executive Director, the board may appoint a designated person; if a designated person does not exist the matter shall be directed to the President to be handled by the Board.

4. Dues and Fees

- 4.1. **OISRA Annual Membership Dues** are determined annually by the OISRA Board of Directors.
 - 4.1.1. Dues for full member coaches and for associate member coaches will be different amounts.
 - 4.1.2. The fees for associate member coaches will be at least \$5 to cover handling fees for on-line registration.

- 4.1.3. All Certified Coaches must pay the same membership dues as a full member coach, even though they are associate members and do not have voting rights.
- 4.1.4. Full Member and Associate Member coaches must pay annual membership dues before they can supervise students or participate in sanctioned OISRA activities.
- 4.1.5. OISRA membership dues are non-refundable.

4.2. Individual Racer Participation Fees

- 4.2.1. The OISRA individual participation fees are determined annually by the Board of Directors.
- 4.2.2. Categories of participation fees to be determined:
 - a) Full season Alpine Skier
 - b) Provisional Skier
- 4.2.3. After December 7th, late registration fees will apply to full season participants.
- 4.2.4. Racers must pay participation fees before they are eligible to train or compete.
- 4.2.5. Individual racer participation fees are non-refundable.
 - a) EXCEPTION: The Registrar grants exceptions to the no-refund policy for the OISRA Individual Racer Participation Fees in the exceptional circumstance of a skier who is cut from a team due to oversubscription and the skier chooses to totally disassociate from the team, rather than to continue to participate under the special training and racing arrangements that are allowed for cut skiers, so they can continue to develop as ski racers.
 - b) Request for refund is made to the registrar through the League Representative prior to the last Monday in December.
 - c) The OISRA Board of Directors highly recommends that skiers do not get refunds and that they stay connected to OISRA through the special training and racing arrangements that are allowed for cut skiers.

4.3. Payment of Dues and Fees: ALL annual dues and fees are paid to the OISRA State Treasurer generally during the athlete online registration for OISRA participation.

5. Coaches and Volunteers

5.1. Definition and Requirements for OISRA Certified Coaches

- 5.1.1. OISRA Certified Coaches: Any adult working in an unsupervised capacity with OISRA skiers must be an OISRA Certified Coach. An OISRA Certified Coach must be present at all OISRA sanctioned events. OISRA Certified Coaches are required to:
 - a) Have had a criminal background check by OISRA, annually.
 - b) Report any criminal conviction, pleadings, or any charge against them associated with the crimes listed in ORS 342.143 or any other serious crimes to OISRA.
 - c) Register online, which includes signing an agreement to abide by the OISRA Coaches' Code of Ethics listed in Appendix A and agreeing to use "Good Practices" as described in the Abuse/Molestation Guidelines listed in Appendix B, and abide by the Oregon Revised Statute 30.985 (Duties of skiers; effect of failure to comply).
 - d) If the school has signed Agreement Form #1 (Represent School Agreement), then the OISRA coaches will abide by all school and School District rules and regulations applicable to coaching students on a high school athletic team, when not in conflict with OISRA By-laws, OISRA Policies and Race Rules. Where there is a conflict the OISRA rules shall prevail.
 - e) If the school has signed Agreement Form #2 (Permission to Use the School name), the OISRA coaches will abide by all school and School District rules and regulations applicable to sports teams that are NOT OSAA teams.
 - f) If the school has signed Agreement Form #3 (Restricted Use of School Name), the coach must refrain from allowing the team to use the school name, mascot and colors.
 - g) File Incident Reports.
 - h) Complete the following coaches' training courses:

- i) The NFHS (National Federation of High School Sports Associations) Fundamentals of Coaching class **One Time**. The ASEP class, taken prior to 2007, and the USSS (U.S. Ski & Snowboard) Coaching Principles Course also satisfy this requirement. OISRA pays for a designated head coach and any coach who supervise students without the head coach present to take the NFHS Fundamentals of Coaching class.
- ii) The NFHS - Concussion Awareness training **annually**. Note: USSS SafeSport course or school district-hosted training may be substituted. (This is a **free** course provided by NFHS.)
- iii) The NFHS - Bullying, Hazing and Inappropriate Behavior course required **every three years**. Note: USSS SafeSport course or school district-hosted training may be substituted. (This is a **free** course provided by NFHS.)
- iv) The NFHS - Protecting Students from Abuse course required **every three years**. Note: USSS SafeSport course or school district-hosted training may be substituted. (This is a free course provided by NFHS.)
- v) NFHS - First Aid Certification **every two years**. OISRA pays for designated head coaches and any coaches who supervise students without the head coach present to take this NFHS first aid class. Note: Other First Aid courses also fulfill this requirement to be currently certified in First Aid. Check with the OISRA administrative services provider for courses that substitute for this requirement.
- vi) NFHS - Sudden Cardiac Arrest **every two years** – OISRA pays for designated head coaches and any coaches who supervise students without the head coach present to take the NFHS Sudden Cardiac Arrest course. A current CPR certification may be substituted.

5.2. Definition and Requirements for OISRA Head Coach

5.2.1. Head Coach: Each team must have a “Designated Head Coach” who is an “OISRA Certified Coach” and is responsible for the team when the team is training and attending OISRA sanctioned events.

- a) The head coach votes in all league matters and votes for the election of board members.
- b) The head coach must develop a written team policy that includes requirements for team membership; attendance requirements for training and races, with descriptions of excused and unexcused absences, requirements for earning a varsity letter, and any other policies at the coach’s discretion.
- c) The head coach must ensure that an OISRA certified coach is present with his/her team at all OISRA sanctioned events.

5.2.2. Head Coaches must carry out all the following duties or successfully delegate these duties to a team representative;

- a) Submit a completed school agreement form that confirms under what circumstances the students have permission to use the school name when competing or if the students are not allowed to use the school name. The school agreement form also includes the school contact for providing academic eligibility information.
- b) Monitor any disciplinary restriction e.g., temporary suspension or other school-imposed restrictions, that would make students ineligible to participate and score team or individual points in any state qualifying race.
- c) Submit required incident reports for any incident and or injury associated with their team that may be considered a liability risk.
- d) Convey information to team members about race rules.
- e) Attend mandatory coaches’ meetings.

5.3. Definition and Requirements for OISRA Helper Coach

5.3.1. Helper Coach is any adult assisting an OISRA certified coach with OISRA skiers at OISRA sanctioned events.

- a) Helper Coach must be registered as an OISRA Helper Coach and is required to:

- i) Have had a criminal background check by OISRA.
- ii) Report any criminal conviction, pleadings, or any charge against them associated with the crimes listed in ORS 342.143 or any other serious crimes to OISRA.
- iii) Register online, which includes signing an agreement to abide by the OISRA Coaches' Code of Ethics listed in Appendix A and agreeing to use "Good Practices" as described in the Abuse/Molestation Guidelines listed in Appendix B, and abide by the Oregon Revised Statute 30.985 (Duties of skiers; effect of failure to comply).
- iv) If the school signed Agreement Form #1 (Represented School Agreement), then the OISRA helper coach will abide by all the school and school district rules and regulations applicable to coaching students on a high school athletic team.
- v) The NFHS - Concussion Awareness training annually. Note: USSA SafeSport course may be substituted.
- vi) The NFHS - Bullying, Hazing and Inappropriate Behavior course. Note: USSA SafeSport course may be substituted.
- vii) The NFHS - Protecting Students from Abuse course. Note: USSA SafeSport course may be substituted.

5.4. Definition and Requirements for OISRA Volunteers: OISRA Volunteers assist the organizers of specific OISRA sanctioned events (for example, unpaid race officials and race workers).

5.4.1. All volunteers must register with OISRA online.

5.4.2. If the volunteer is a Technical Delegate, they must complete the NFHS - Concussion Awareness training annually. Note: USSA SafeSport course may be substituted.

5.5. Criminal Background Checks: Criminal Background Checks: In order to protect the students who participate in OISRA programs and best comply with Oregon law, OISRA will:

5.5.1. Exclude any coach or paid official who has been convicted, or plead guilty to, a Disqualifying Crime from participating in any and all OISRA events and programs regardless of his or her appointment to such position by the organization sponsoring the team. Disqualifying Crimes are:

- a) Those crimes listed in ORS 342.143 or the equivalent should regulations and laws of Oregon change in the future; and
- b) Any crime not listed in ORS 342.143, but which OISRA in its sole discretion believes is good cause to disqualify that volunteer from participation.

5.5.2. Perform criminal background checks annually via a third party on every OISRA coach or OISRA paid official to determine if there is a Disqualifying Crime. Any and all charges incurred by OISRA in obtaining Criminal Background Checks in accordance with this policy shall be paid by OISRA. All background checks will comply with Fair Credit Reporting Act (FCRA) requirements.

5.5.3. Current coaches and paid officials must also self-report any criminal conviction or guilty plea to OISRA's Executive Director (or Board designee) during their involvement with OISRA within 5 days of such conviction or guilty plea. Such self-reports shall be handled as if the applicable conviction or guilty plea was discovered during a criminal background check.

5.5.4. The entity providing insurance (OISRA or OISRA Alpine Leagues) for the coaches and paid officials will be granted access to reports from the Criminal Background Checks performed by the third party and any self-reported convictions or guilty pleas.

5.5.5. If OISRA receives back from the Third Party a report that indicates a disqualification may be needed, the following actions will be taken:

- a) The report will be "passed through" to the appropriate League President for their determination of the action that should be taken. The OISRA is providing the service of contracting with a Third Party to perform the background checks, and the Alpine Leagues are using this service for acquiring background check reports for their own needs.

5.5.6. Should the rejected individual want to appeal the Leagues decision, the rejection can be appealed to the OISRA Board of Directors. The decision of the OISRA Board of Directors is a final decision.

5.6. Concussion Management

5.6.1. School District Concussion Awareness Requirements: Regulations in OAR 581-022-0421

require all school districts to have specific policies for coaches' concussion awareness training and procedures for handling concussion incidents with the school athletes. All OISRA coaches who supervise students enrolled in schools that approve OISRA activities need to be fully conversant with and in compliance with their represented school and school district regulations and expectations regarding concussion awareness.

5.6.2. OISRA Concussion Awareness Requirements

a) Head Coach's Responsibilities (Max's Law, [ORS 336.485](#), [OAR 581-022-0421](#)) (Jenna's Law, [ORS 417.875](#))

i) Suspected or Diagnosed Concussion. Any skier who exhibits signs, symptoms or behaviors consistent with a concussion following an observed or suspected blow to the head or body, or who has been diagnosed with a concussion, shall not be permitted to return to that skiing contest or practice, or any other skiing contest or practice on that same day. For Head Coaches where their school has the services of an athletic trainer registered by the Oregon Board of Athletic Trainers, that athletic trainer may determine that a student has not exhibited signs, symptoms or behaviors consistent with a concussion, and has not suffered a concussion, and return the skier to practice or racing. Athletic trainers may also work in consultation with an appropriate Health Care Professional (see below) in determining when a skier is able to return to practicing and racing following a concussion.

ii) Return to Participation. Until a skier who has suffered a concussion is no longer experiencing signs, symptoms, or behaviors consistent with a concussion, and a medical release form signed by an appropriate Health Care Professional (Physician (MD), Physician's Assistant (PA), Doctor of Osteopathic (DO) licensed by the Oregon State Board of Medicine, nurse practitioner licensed by the Oregon State Board of Nursing, or Psychologist licensed by the Oregon Board of Psychologist Examiners) is obtained, the skier shall not be permitted to return to athletic activity. ***A student on an OISRA ski team MUST use OSAA's "Return to Participation Medical Release" if the school does not have a form and procedure in place for monitoring a skier's return to participation.***

iii) Private Schools Only: On an annual basis prior to participation, each student who attends a private school and at least one parent or legal guardian of the student will acknowledge they have received information regarding symptoms and warning signs of concussions. ([Fact Sheet for Parents](#)) To facilitate this requirement, a "Fact Sheet for Parents" will be included in the on line registration form for all students.

b) Technical Delegate's Responsibilities

i) The Technical Delegate shall remove a skier from a competition when that player exhibits signs, symptoms or behaviors consistent with a concussion due to an observed or suspected blow to the head or body. The technical delegate shall document and notify the head coach or his/her designee making sure that the head coach or designee understands that the player is being removed for exhibiting signs, symptoms or behaviors consistent with a concussion as opposed to behavior, a non-concussive injury or other reasons. The technical delegate is not responsible for evaluation or management of the player after he/she is removed from the race. The technical delegate does not need written permission for a player to return nor does the technical delegate need to verify the credentials of the appropriate health care professional who has cleared the skier to return. The responsibility of further evaluating and managing the symptomatic player falls upon the appropriate health care professionals and the Head Coach.

5.7. Behavior of Coaches: Coaches shall exemplify sportsmanlike and mature behavior as described in the Coaches' Code of Ethics (Appendix A) and use "Good Practices" as defined in the OISRA Abuse/Molestation Guidelines.

5.7.1. A coach shall not use tobacco products, cannabis or drugs (including prescribed medication for pain control, alcoholic beverages, etc.), or be under the influence of tobacco products, cannabis or drugs (including prescribed medication for pain control, alcoholic beverages, etc.) when they are in contact with students at OISRA activities. An "OISRA activity" includes, but is not limited to, practices, competitions, travel with athletes, meetings, and any time a coach is acting in their role as coach or chaperone with OISRA students. "Under the influence" means impaired to a noticeable degree by a reasonable person.

5.7.2. A coach shall not engage in unsportsmanlike conduct at an OISRA activity. "Unsportsmanlike conduct" includes, but is not limited to, unwarranted physical contact, profane language, and/or taunting.

5.7.3. A coach shall not engage in any action which gives rise to a concern for the safety of the students due to the coach's conduct, indicates that the coach cannot objectively perform the coach's duties, or otherwise is inconsistent with the Coaches' Code of Ethics, the OISRA's policies and regulations, and the "Good Practices" defined in the OISRA Abuse/Molestation Guidelines.

6. Indemnity and Accident Insurance

6.1. Beginning on November 1, 2019, OISRA is not the responsible party for OISRA Alpine activities. Alpine Leagues will be the responsible parties for the Alpine activities, which include, but are not limited to, meetings, ski instruction, dryland training and competition activities; or any event that is held for the financial benefit of a team(s) or league(s) affiliated with OISRA. OISRA Leagues are responsible for acquiring and providing their own liability insurance for all Alpine programs and activities.

6.1.1. The OISRA State Championships and the Kelsey Sportsmanship Races are considered League activities and OISRA is not a responsible party for insuring these events.

7. Leagues

7.1. An OISRA league is the official OISRA competition sanctioned structure within a geographic area.

7.2. League Obligations: Each league represents the OISRA and has the obligation to execute for that area all official OISRA Bylaws, Policy and Race Rule requirements.

7.3. League Liabilities for OISRA Assets: Each league is held responsible for any and all equipment loaned to it by this Association or purchased by funds collected in the name of this Association. This equipment is to be returned in good working order or replacement financial restitution is to be made in the event of a league termination.

7.4. Team Placement to Leagues: Individual leagues or designated head coaches may request placement of teams in specific leagues.

7.4.1. Team placements to each league shall be determined by the Board of Directors taking into consideration the following criteria:

- a) Balance of strengths of teams in each league;
- b) The orderly growth and development of the OISRA;
- c) Minimizing the expenditure of school district and student and parent participation funds;
- d) Minimizing the loss of student instructional time;
- e) Any other criteria the Board of Directors may deem relevant.

7.5. Establishing New Leagues: A new league may be established upon application to the Board of Directors.

7.6. League Responsibilities:

7.6.1. Any new (or existing) league is required to become a non-profit under section 501(c)(3) of the Internal Revenue Code.

- 7.6.2. Each league shall be responsible for its own liability insurance covering the league operations including practice, races and special events such as the State Championships see the Indemnity and Accident Insurance for OISRA section of the OISRA Policies.
- 7.6.3. Each league shall have a structure to elect their governing body.
- 7.6.4. Leagues shall hold at least one annual meeting for the general membership of the league.
- 7.6.5. Leagues shall submit the names of the teams and individuals that qualify for the State Race as determined by the State Race Policies.
- 7.6.6. Leagues shall oversee finances in the following manner: (1) write, sign, and disburse checks for payment of league expenses from the League Treasury; and (2) deposit League dues, donations, and fundraising proceeds for league races in the League Treasury.
- 7.6.7. Leagues shall establish Standard Operating Procedures according to OISRA Policy requirements.
- 7.6.8. Each league will have Standard Operating Procedures that confirm (clarify and explain) the following:
- a) The method of rating the athletes based upon their season performance. This shall include a means of resolving a tie between individuals and a tie between teams.
 - b) How alternates are to be allowed to participate in league races.
 - c) Sets Protest Fee(s), if any, charged in the event a team wishes to protest the outcome of an official judgment or decision at a league race.
 - d) Establish Race Jury Members: Identification of the individuals or officials that will comprise the race jury, and a statement of which members of the jury have a vote in jury deliberations.
 - e) Alternate Start Procedure: A procedure agreed upon in advance to be followed in the event there is a breakdown in the primary start or timing system.
 - f) The amount of league dues and when they are payable.
 - g) A statement about who is allowed to vote (full member coaches and/or associated member coaches) on league matters and the majority voting requirements for passing a motion.
 - h) A method of recording accidents or incidents at league races and the submittal of incident forms to OISRA.
 - i) It is the policy of the OISRA not to inhibit the establishing of "local operating procedures" for the running of the leagues. As a rule of thumb unless there is a compelling reason, such as allowing leagues to have more than 3 voting members on their race day juries, or changing times for submitting of protests and appeals, Alpine Race rules will be followed. Any "local operating procedure" provisions shall maintain fair and equitable participation and scoring and classification of the contestants.

8. Student Eligibility

- 8.1. The OISRA** accepts the determination of student eligibility according to the following OISRA Rules and according to the current OSAA Rules 8.1, 8.2, 8.3, 8.6, 8.7, 8.8, and 8.9, which can be found at <http://www.osaa.org/docs/handbooks/osaahandbook.pdf>

Reference:

OSAA Rule 8.1 (Academic Eligibility),
OSAA Rule 8.2 (Duration of Eligibility – Graduation),
OSAA Rule 8.3 (Age),
OSAA Rule 8-6 (Transfer),
OSAA Rule 8.7 (Undue Influence),
OSAA Rule 8.8 (Misrepresentation),
OSAA Rule 8.9 (Hardship).

NOTE: OSAA Rules 8.4 (Awards) and 8.5 (School Representation) have been replaced by OISRA Rule 7.6 (Awards) and 7.7 (School Representation). OSAA Rules 8.4 and 8.5 DO NOT APPLY to student eligibility for OISRA.

8.2. The OISRA applies the following adaptations to OSAA Rules 8.1, 8.2, 8.3, 8.6, 8.7, 8.8, and 8.9:

- 8.2.1. Throughout OSAA Rule 8, substitute "OISRA" wherever "OSAA" is written.
- 8.2.2. After notification to an athlete's coach by the OISRA Executive Director (or Board designee) that a team's athlete has failed to meet Academic Certification, as defined in OSAA Rule 8.1, the athlete has six (6) days in which to submit a "Request for Hardship Application". Exception: if the Executive Director (or Board designee) receives notice of failure on the last certification of the season, the deadline given for a "Request for Hardship Application" will be based on the available time before the State Race enrollments must be submitted and may be less than six (6) days.
- 8.2.3. The Executive Director (or Board designee) will process Requests for Hardship Applications within 5 business days.
- 8.2.4. A student whose Hardship Application is denied by the Executive Director (or Board designee) may appeal that decision to the OISRA Board of Directors.
- 8.2.5. A student whose Hardship Application is denied may not participate in OISRA state meet qualifying events.
- 8.2.6. A student whose Hardship Application is being processed may participate in a league state qualifying event, but their scores will not count until the Hardship Application is approved.

8.3. Adaptations of OSAA Rules that apply to Hardship Requests

- 8.3.1. Hardship Request for Age and Fifth Year
 - a) Considerations of exceptions to OSAA Rule 8.2 (Duration of Eligibility-Graduation) or OSAA Rule 8.3 (Age) require a written request be made to the OISRA Executive (or Board designee). The Executive Director's (or Board designee) declaration of eligibility is subject to the OSAA conditions listed in the OSAA Hardship Appeals Procedures for each rule.
- 8.3.2. All Other Hardship Requests (except Age and Fifth year)
 - a) The OISRA Executive Director (or Board designee), in individual cases may, at his/her discretion, and upon terms and conditions as he/she may impose, waive or modify any OISRA Individual Eligibility rule, except fifth year (OSAA Rule 8.2), and age (OSAA Rule 8.3), when in his/her opinion there are circumstances beyond the control of both the student and the student's parent(s) or other circumstances whereby enforcement of the rule would work an undue hardship upon the student.
- 8.3.3. A decision by the OISRA Executive Director (or Board designee) may be appealed to the OISRA Board of Directors. A decision of the OISRA Board may be appealed to a Hearings Officer.

8.4. Adaptations of OSAA Rule for Transfers

- 8.4.1. In OSAA's Rule 8.6 (Transfers), OSAA defines circumstances under which a student may not transfer to a school with "affiliation." (OSAA Rule 8.6.5) Replace the OSAA words "non-school athletics" with the OISRA words "non-OISRA athletics," wherever OSAA uses the term "non-school athletics" in rules related to this restriction.
- 8.4.2. In connection with any student who has transferred and is eligible under the OSAA rules, the student shall complete an OISRA Eligible Student Transfer Certificate, properly signed by the superintendent, assistant superintendent, or principal of the high school the student enters, and shall file it with the OISRA Executive Director (or Board designee).
- 8.4.3. A written request, with the approval of the school's athletic director, must be made to the OISRA Executive Director (or Board designee) for his consideration of any waiver or modification of OSAA Rule 8.6 (Transfers). The OISRA Executive Director's (or Board designee) declaration of eligibility is subject to eligibility considerations that the OSAA Rule 8.6 requires the OSAA District Committee and OSAA Executive Director (or Board designee) to consider and the conditions listed in the OSAA Hardship Appeals Procedure for OSAA Rule 8.6. A decision of the OISRA Executive Director (or Board designee) be appealed to the OISRA Board of Directors. A decision of the OISRA Board may be appealed to a Hearings Officer.

8.5. Other OISRA adaptations of OSAA rules

8.5.1. Despite compliance with the other provisions of OSAA and OISRA Eligibility Rules, any student who attends a high school as a result of undue influence, as defined by OSAA Rule 8.7, is thereafter ineligible. Misrepresentation, such as defined by OSAA Rule 8.8, shall make a student ineligible for the remainder of that sport season and for any additional period of time determined by the OISRA Board of Directors.

8.5.2. OISRA adopts all of the OSAA requirements for eligibility of a foreign student [OSAA Rule 8.6.3 (c)], with the exception of the OSAA restriction stating that the host family cannot be "a member (paid or voluntary) of the school's athletic department nor coach/director of the non-athletic activity." OISRA allows a host family to be an OISRA coach or assistant coach or affiliated with the school's athletic department.

Note:

Q. How does legal guardianship apply to OISRA eligibility?

Historically, guardianships have frequently been used to attempt to avoid the fundamental rule of the OSAA that a student attend school only in the district in which the student's parents reside.

Consequently, the appointment of a legal guardian alone is not recognized by OSAA or OISRA as an exception to the fundamental rule. If a student resides with anyone other than the student's parents, and eligibility is sought in any district other than the one in which the student's parents reside, the designated head coach must apply for eligibility for the student by submitting an Eligibility Request Form to OISRA, setting forth the circumstances justifying a hardship exception to the fundamental rule. Under no circumstances will the appointment of a guardian be tolerated as a device to circumvent the eligibility rules of the OISRA.

8.6. Amateur & Awards: A student who skis on an OISRA team shall be an amateur in ski racing. An amateur is one who engages in athletic competition solely for the physical, mental, social and pleasure benefits derived therefrom. The general rule is that a student becomes ineligible for one calendar year after the date of the report of the violation to the OISRA if at any time during the Participatory Season the student accepts any compensation or thing of value for or in recognition of skiing abilities.

8.6.1. As EXCEPTIONS to the general rule, the OISRA Board of Directors has determined that the following are acceptable:

- a) Collegiate scholarships are acceptable awards.
- b) Compensation for giving group or private lessons is permissible.
- c) All awards or compensations received during OISRA sponsored competitions are acceptable.
- d) All awards or compensations received during citizen's events or USSA or USASA sponsored competitions are acceptable.

NOTE: Collegiate institutions have eligibility rules that differ from this rule. Some collegiate eligibility rules prohibit a present or POTENTIAL athlete from accepting such cash prizes as are legal under USSA rules.

8.6.2. Receiving discounted equipment is acceptable;

- a) If the same discount is available to all ski racers on the same OISRA team, OR
- b) If it is an award as a result of a USSA, OISRA, USASA, or citizen's competition.

8.6.3. Receiving discounted equipment is not allowed if it is based on achievement during the Association year at an event that is not a citizen's race, or a USSA, USASA, or an OISRA competition.

8.6.4. Monetary awards based wholly or in part on athletic achievement demonstrated in OISRA, USSA, or USASA competitions are acceptable ONLY if the two (2) following conditions are met:

- a) The awards are deposited in a USSA ski club account and are used to offset direct and necessary expenses for participation (including mileage where the student must drive), and where participation requires absence from home, may accept necessary meals and lodging, AND;

- b) Such awards are reported to the OISRA Executive Director (or Board designee) upon receipt, and an accounting for the expenditure of the award is submitted to the OISRA Executive Director (or Board designee) at the end of the participation season.

NOTE: Collegiate institutions have eligibility rules which differ from this rule. Reimbursement for some types of training and competition expenses is not acceptable under NCAA rules.

- 8.6.5. It is the responsibility of the student and parents to become fully informed about collegiate eligibility rules. The most important collegiate eligibility rules are the required core curriculum classes. Compliance with OISRA amateurism rules does NOT mean that collegiate eligibility rules are satisfied. For more information on NCAA eligibility and requirements, contact any college coach, the NCAA rules compliance officer at most colleges and universities.

8.7. School Representation

- 8.7.1. A student who competes in OISRA activities representing a school other than the one in which the student has been enrolled becomes ineligible for that sport for the remainder of its season.
- 8.7.2. If a student is not given permission by the school to use the school name for the team, that student may compete on a team that is organized within a community club that separates students into teams comprised of students enrolled at the same school.
- 8.7.3. EXCEPTION: A home schooled student who meets the eligibility standards established by Oregon law may represent a public or private school located within the public school attendance boundaries of Joint Residence of the student and student's parents provided that the home school student was enrolled in the home school prior to the first day of school for the public/private school.. Once a home school student represents a school, that home school student may not represent another school for one calendar year after last representing the original school without a change in Joint Residence. If a home schooled student is affiliated with a school that does not allow the use of the school name in OISRA activities, then the student may compete on a community club team that designates their teams based on the school the student is enrolled in.

8.8. Student Behavior Standards:

- 8.8.1. It is expected that students will not be in possession of or under the influence of controlled substances (including tobacco products) at any time during OISRA activities, including the night after the State Meet event. Students are expected to demonstrate sportsmanlike behavior and refrain from using profanity.
- 8.8.2. If mandated by the school a student attends, a student will additionally be held to the same behavior standards as are outlined in the Policies and Regulations of their school district and they will adhere to the disciplinary consequences dictated by the school they represent.

8.9. Physicals for Athletes: OISRA adheres to Oregon State Law (ORS 336.479) by requiring all OISRA participants in grades 9-12 to get a physical exam every 2 years, using the OSAA approved form: [School Sports Physical Form](#)

8.10. Processing Hardship Requests

- 8.10.1. All Hardship Requests, including; transfer ineligibility due to the 50% participation rule, grade deficiency only, fifth year, age, non-CSJET foreign students, alleged Undue influence, satisfactory progress toward graduation, and alleged misrepresentation may file a Written Hardship Request with the OISRA Executive Director (or Board designee).
- 8.10.2. The request to the Executive Director (or Board designee) will be Approved (athlete Eligible) or Denied (athlete Ineligible). Should the request be denied, the hardship request may be appealed to the OISRA Board of Directors.
- 8.10.3. The Appeal to the Board of Directors will be Approved (athlete Eligible) or Denied (athlete Ineligible). Should the request be denied, the hardship request may be appealed to a Hearings Officer.
- 8.10.4. The request to the Hearings Officer will be Approved (Eligible) or Denied (Ineligible).

8.11. Hearings Officer

- 8.11.1. Appointment. The OISRA Board shall appoint one or more Hearings Officers to whom eligibility decisions made by the OISRA Board may be appealed.
- 8.11.2. Appeals Procedure. A final determination, made by the OISRA Board, that a student is ineligible to participate in OISRA activities may be appealed by a designated head coach, a student or student's parent or guardian by making a written complaint to the OISRA Executive Director (or Board designee), as provided in Rule 10.11.4; any such coach, student, or parent or guardian must exhaust this administrative remedy prior to seeking relief in any other forum or by any other means. The written complaint must be received by the Executive Director (or Board designee) within 30 calendar days of a final determination by the OISRA Board or the right to appeal is forfeited. The Hearings Officer shall cause the appropriate hearing notices to be served and, except as otherwise provided in the OISRA Rules, the matter heard as a contested case in accordance with ORA 183.411 to ORS 183.470. The hearing shall be held at a place determined by the hearings officer, but parties or witnesses may appear by telephone, at the discretion of the hearing officer.
- 8.11.3. Final Determination (Definition). A final determination occurs upon (a) conclusive ineligibility ruling made by the OISRA Board, or (b) a delay of longer than 14 working days between a written request for an eligibility determination and a conclusive ineligibility ruling.
- 8.11.4. Complaint. A written complaint made to the OISRA Executive Director (or Board designee) shall include an appeal fee of \$200.00 and state:
- a) The name and address of the person making the complaint and the name of the student(s) affected by the delay or denial,
 - b) That the complaint is from an OISRA designated head coach, a student who has been determined to be ineligible, or the student's parent or guardian,
 - c) A statement describing the way in which the petitioner asserts that the determination of ineligibility violates a state or federal law, an administrative rule, or the Rules of the OISRA, and whether the petitioner wishes to provide additional evidence beyond what was produced previously, and if so, what that evidence will establish;
 - d) The relief requested.
- 8.11.5. Appeals. A final order issue by the Hearings Officer may be appealed to a proper Circuit Court of the State of Oregon.

9. Appeals on Board Decisions that are Other than Eligibility Decisions

- 9.1. **Appointment of Hearings Officer**. The OISRA Board shall appoint one or more Hearings Officers to whom all decisions of the OISRA, other than eligibility decisions, may be appealed.
- 9.2. **Appeals Procedure**. A final determination, made by the OISRA Board, may be appealed by a designated head coach by making a written complaint to the OISRA Executive Director (or Board designee), as provided in Rule 11.4; any such designated head coach must exhaust this administrative remedy prior to seeking relief in any other forum or by any other means. The written complaint must be received by the Executive Director (or Board designee) within 30 calendar days of a final determination of the OISRA Board or the right to appeal is forfeited. The Hearings Office shall cause the appropriate hearing notices to be served and, except as otherwise provided in the OISRA Rules, the matter heard as a contested case in accordance with ORA 183.411 to ORS 183.470. The hearing shall be held at a location determined by the Hearings Officer or by telephone.
- 9.3. **Final Determination (Definition)**. A final determination occurs upon (a) conclusive ineligibility ruling made by the OISRA Board, or (b) a delay of longer than 14 working days between a written request for an eligibility determination and a conclusive ineligibility ruling.
- 9.4. **Complaint**. A written complaint made to the OISRA Executive Director (or Board designee) shall include an appeal fee of \$200.00 and state.
- 9.4.1. The name and address of the designated head coach making the complaint, and;

9.4.2. A statement describing the way in which the petitioner asserts that the decision of the OISRA violates a state or federal law, an administrative rule, or the Rules of the OISRA, and whether the petitioner wishes to provide additional evidence beyond that which was produced previously, and if so, what that evidence will establish, and;

9.4.3. The relief sought requested.

9.5. Appeals. A final order issued by the Hearings Officer may be appealed to a proper Circuit Court of the State of Oregon.

10. Appeals of Decisions Made by a League

10.1. Appeals of decisions made by a league shall be submitted to the OISRA Board of Directors. The appeal must be in writing, in sufficient detail to set forth the reason for the perceived or alleged inequity of the prior decision or decisions. Supporting evidence or anecdotal narrative from interested or affected persons may be included. A fee of \$25.00 must be sent with the appeal. If the appeal is denied, the fee will be retained by OISRA. If the appeal is upheld, the fee will be returned. The OISRA Board must act on an appeal in all haste, or within a maximum of ten (10) days. The appellant must be notified of the decision within a maximum of three (3) days after the vote on the appeal.

10.2. A decision on an appeal made by the Board of Directors may be appealed to a Hearings Officer."

11. Definitions of Teams

11.1. An OISRA team (or called full team) is comprised of students or an individual student who *represent(s) the same "High School."

11.1.1. "High Schools" are defined as schools that meet the following criteria:

- a) Offer a comprehensive curriculum that meets Oregon graduation requirements. NOTE: OISRA Policies provide for homeschooled students to be accommodated.
- b) Sign one of the following OISRA School Agreement Forms:
 - i) Agreement #1 OISRA Represented Schools Agreement states that OISRA sanctioned activities are approved interscholastic activities [May use "High School" (HS) as part of the name of the team] –OR–
 - ii) Agreement #2 OISRA Permission to Use the School Name states that even though the OISRA activities are independent from and receive no funding, services, or supervision from the school or school district, the OISRA team has permission to use "High School" (HS) as a part of the name of the team] –OR–
 - iii) Agreement #3 OISRA Restricted Use of the School Name states that the team does not have permission to use the school name, colors or mascot. [Can use the name of a town and then add something like "Team 1", "Team 2", etc. after the town name to form names for these teams.]

11.2. A varsity team shall consist of not more than five members of the same gender who *represent the same school. Additional members of a team beyond the varsity team shall be called junior varsity members.

11.3. Less than three individuals of the same sex and skiing for the school they attend cannot contribute to a team score; therefore, does not earn varsity team points.

11.4. Composite Team is made up of individuals from different schools and must be approved by the Board.

11.4.1. Composite Team Philosophy: The primary objective in the formation of Composite Teams is to allow skiers to participate in a team environment, when they would otherwise not have the opportunity to do so. Participating in a team can impart a higher sense of belonging, confidence, respect as well as improved communication, leadership and teamwork skills. The philosophy that will guide the OISRA Alpine Leagues and the OISRA Board in reviewing and approving applications for Composite Teams is as follows:

11.4.2. Composite teams should be recognized as an option to increase interest and participation by providing more opportunities for team experiences.

- 11.4.3. The formation of a Composite Team will be denied for recruiting or other actions undertaken for the purpose of creating an unfair competitive advantage.
- 11.4.4. OISRA would prefer to see partnerships that combine smaller teams rather than a small team combining with a larger team.
- 11.4.5. Agreements are limited in duration to the remainder of the ski season but may be terminated by the OISRA Board under the following conditions:
- a) All students on one team drop from the program, or;
 - b) Valid complaints concerning recruiting, or;
 - c) Complaints from parents and/or students in the composite team or the league, etc., or;
 - d) Other valid reasons as determined by the Board of Directors.
- 11.4.6. Skiers on different schools can form a "Composite Team" for scoring purposes if the following conditions are met:
- a) Each skier on a Composite Team will represent the school they attend.
 - b) All skiers forming the Composite Team will be representing schools that are in the same league.
 - c) The Head Coach from each school represented on the Composite Team approves the Composite Team.
 - d) The name of the Composite Team will include the names of all the member schools that are represented on the Composite Team: School A/School B Team, for example. An acronym may be adopted when publishing start and result lists.
 - e) Composite teams are reviewed and approved annually by the League Coaches and Executive Director (or Board designee) utilizing the Composite Team Application. Prior to the first league race, Head Coaches applying to have their teams be represented on a Composite Team shall obtain approval from 75% of all head coaches of the affected league, and the League Representative shall submit the approval form to the OISRA Board. The Board will act on the application within 5 business days.
- 11.4.7. Composite Team will be eligible for team league awards and team state meet awards.
- 11.5. Community Club.** If a coach is not given permission by the school to use the school name for the team, those student(s) may compete on a team that is organized within a community club, comprised of students enrolled at the same school.
- 11.6. Home schooled** students are allowed to represent public or private high schools according to OISRA Policy requiring athletes to compete for a school within their residential high school geographic area.

12. Provisional Skiers

- 12.1. Provisional Skiers** are skiers who are supervised by an OISRA certified coach at OISRA sanctioned activities, but are not members of an OISRA team.
- 12.1.1. Provisional Skiers must register online and be represented by a Head Coach of the High School they will be attending in the future.
- 12.1.2. The OISRA registered coach who accepts responsibility for the provisional skier must be present whenever the provisional skier is participating in an OISRA sanctioned activity.
- 12.1.3. If a League allows a provisional skier to participate in an OISRA race, the Provisional Skier's race times cannot be associated with a school or a community club team, contribute to a school or community club team's scores, or displace any high school skier's ranking.
- 12.1.4. Provisional skiers must pay a participation fee, which is determined by the OISRA Board of Directors, before participating in any OISRA sanctioned activities.
- 12.1.5. Provisional skiers can participate in OISRA training and races before entering the 9th grade, and this participation does not count against their four consecutive years of eligibility for OISRA high school skiing.

13. Participatory Season

13.1. The OISRA participatory season shall commence no earlier than the OSAA winter sports season and end no later than March 15th. All team mandatory training and racing shall take place during the Participatory Season.

14. Violations of OISRA Bylaws, Policies or Race Rules

14.1. A coach, league rep, or race official wishing to have another OISRA coach, or OISRA officer, or paid race official penalized for the violation of OISRA regulations shall file a written notice to the Board of Directors. The notice shall be filed without delay after the alleged violation has occurred, and unreasonable delay may be considered a factor in ruling on any protest. The Board of Directors shall notify the accused of the alleged violation. The board will make a ruling on the protest or refer it to a selected three member committee selected by the OISRA Board and are not members of the Board, who shall further investigate the protest. This panel should include a member of the League for which the accused represents or participates.

14.2. Penalties

14.2.1. Upon a ruling by the OISRA Board, the OISRA Board may impose any form of penalty set forth that the OISRA Board finds appropriate to deter such conduct and assure fair treatment, protection and favorable conditions for all member coaches, paid race officials and participants. A school is not subject to penalties based on the conduct of an employee who is an OISRA member coach or on the conduct of team members.

14.2.2. A team supervised by a member coach may be subject to penalties under based on the conduct of the team members or on the conduct of the coach.

- a) Probation: When a team is on probation, probation shall be a factor in determining the penalty for any violation during probation.
- b) Forfeiture of meets, championships, titles, awards or the right to participate in such meets or championships as the Board may direct.
- c) Fines in the amounts as the OISRA Board may determine
- d) Upon a ruling by the OISRA Board that a coach who has not completed the required coaches training courses is coaching students in a meet or championship, the team shall be subject to penalties as determined by the OISRA Board. Likewise, if students are being supervised in a meet or championship by an uncertified coach without a certified coach present, the team shall be subject to penalties as determined by the OISRA Board.
- e) The OISRA Board may direct that any or all penalties provided in this Section are to be imposed only if certain conditions are not met, or that any such penalties are to be relieved if certain conditions are met.

14.2.3. A coach may be subject to penalties based on the coach's conduct.

- a) Penalized individual writes a letter of apology to the OISRA Board.
- b) Suspension of a coach from participation in OISRA activities.
- c) Expulsion of coach from membership in the Association.
- d) Suspended or expelled coaches may be reinstated by the OISRA Board, subject to the conditions the Executive Board may direct.

14.2.4. Student ineligibility, an OISRA team is not penalized if the OISRA Board determines a student is ineligible. That student's race results are deleted from any race results for races in which that student participated during the student's ineligibility and team scores are recalculated.

15. OISRA Abuse & Molestation

15.1. OISRA does not tolerate abuse or molestation in any form by any individual. Please refer to the OISRA Abuse & Molestation Guidelines; Appendix B.

15.2. Reporting of Abuse

15.2.1. Mandatory Reporting for Certified Coaches

- a) All OISRA Certified Coaches are required to report child abuse if they have reasonable cause to suspect child abuse.
 - i) See OISRA Appendix B for definitions of child abuse: neglect, physical, emotional, and sexual abuse.
 - ii) OISRA Certified Coaches must watch their students for changes in behavior, notice physical symptoms and signs, and notice signs of bullying, which may include a drop in performance, behavioral changes, mood swings, reluctance to train/compete, frequent loss of possessions, physical injuries (bruising, scratches, etc), poor sleep, loss of appetite/weight
 - iii) OISRA Certified Coaches must also report suspected abuse regardless of whether or not the knowledge of the abuse was gained in the coach's official capacity as an OISRA coach. In other words, mandatory reporting of abuse of children is a 24-hour obligation.
- b) If OISRA Certified Coaches notice signs of abuse, they are obligated to follow the process defined in ORS 419 B.015
 - i) They must immediately make a phone call to the Department of Human Services (Child Protection Agency) or law enforcement (police, county sheriffs' offices, Oregon State Police) – not required to call both.
 - ii) The oral report shall contain, if known, the names and addresses of the child and the parents of the child or other persons responsible for care of the child, the child's age, the nature and extent of the abuse, including any evidence of previous abuse, the explanation given for the abuse and any other information that the person making the report believes might be helpful in establishing the cause of the abuse and the identity of the perpetrator.
 - iii) If someone is being hurt or is in danger, call 911 immediately.
- c) Some schools have an internal protocol for volunteers to report abuse to an administrator at school, and it is advisable to follow that protocol. However, making a report to the school does not relieve the Certified Coach from the obligation of the OISRA Policy to report by making a phone call to the DHS or law enforcement.
- d) If the person suspected of abusing a child is an OISRA coach, league rep, race official, or anyone associated with OISRA, OISRA has an internal protocol for reporting these abuse incidents to the Executive Director (or Board designee). However making a report to the OISRA Executive Director (or Board designee) does not relieve the Certified Coach from the obligation of the OISRA Policy to report by making a phone call to the DHS or law enforcement.
- e) It is advisable for the Certified Coach to make written notes for their own record-keeping in case they are asked to remember what they said in the oral report.
- f) If an OISRA Certified Coach is paid by a school for coaching a ski team, they have the obligation as a paid school coach to report abuse as a "mandatory reporter" through the Oregon Department of Human Services or law enforcement agencies. This OISRA Certified Coach is not required to make a second report about the same incident of abuse to these same agencies but is required to make a second report if the OISRA Certified Coach believes any subsequent incident of abuse has occurred.
- g) If an OISRA Certified Coach is also a USSA coach, they have the obligation to report abuse through the United States Center for Safe Sport Authorization. This USSA Coach is required to make a second report about the same observed abuse through the Oregon Department of Human Services or law enforcement agencies.

15.2.2. Instructions for Helper Coaches

- a) All OISRA Helper Coaches are required to verbally report suspected child abuse to the coach who is supervising them.

- b) It is optional if a Helper Coach wants to also report to Oregon Department of Human Services or law enforcement agencies if they have reasonable cause to suspect child abuse.
- c) If the person the Helper Coach suspects of abusing a child is an OISRA coach, league rep, race official, or anyone associated with OISRA, OISRA has an internal protocol for a Helper Coach to report these incidents to the Executive Director (or Board designee).

16. Anti-Hazing Policy

- 16.1. Hazing** is willful conduct directed at a student that is intended to physically or emotionally intimidate, punish, embarrass, humiliate, ridicule or place any student in a disconcerting position for the purpose of initiation, affiliation, inclusion or membership in any team or organization.
- 16.2. The OISRA** believes that hazing has no place in a youth activity program and poses a significant risk to the physical and mental welfare of students. Hazing obstructs the development of good citizens, escalates the risks of participation, negates positive contributions and destroys respect for self, others and the environment. Students participating in youth activity programs have a right to be safe and free from hazing.
- 16.3. All OISRA coaches** are required to complete the “SafeSchools” Anti-Hazing training course and must take an active role in the prevention of all forms of hazing by adopting and enforcing strict anti-hazing rules for their teams.
- 16.4. OISRA prohibits** hazing and any student, parent, community member, or coach is encouraged to report incidents of hazing according to procedures described in the OISRA Policies.
- 16.5. Oregon Law** (ORS 163.197) describes what the legal violation is when an organization or a member of an organization commits the offense of hazing and defines the legal punishment for these types of violations.

17. Reporting Violations of “Good Practice,” Reporting Abuse, and Anti-Hazing

- 17.1.** In addition to any coach, league rep, or race official, any student, parent, or community member may report incidents of suspected violations of “Good Practice” as outlined in “OISRA Abuse/Molestation Guidelines, and/or violations of the OISRA Policy for Reporting Abuse, and/or violations of the OISRA anti-hazing policy if such incident involves a coach, league rep, race official, or anyone associated with OISRA. All such reports must be submitted in writing and shall indicate the suspected violator and suspected victim. All such reports shall be submitted directly to the Executive Director (or Board designee) without delay after the alleged violation has occurred. Any and all such reports shall be handled with the utmost confidence and the identity of any reporter shall be withheld and kept anonymous.
 - 17.1.1.** A report to the OISRA Executive Director (or Board designee) shall not relieve an OISRA Certified Coach from their mandatory reporting duty, which requires all OISRA Certified Coaches to report child abuse to the Oregon Department of Human Services or law enforcement agencies if they have reasonable cause to suspect child abuse.
- 17.2.** Upon receiving a report of suspected violations of “Good Practice” as outlined in “OISRA Abuse/Molestation Guidelines, and/or violations of the OISRA Policy for Reporting Abuse, and/or violations of the OISRA anti-hazing policy the Executive Director (or Board designee) shall determine if such incident constitutes a violation of criminal law (engaging the services of a competent attorney if necessary to make such determination) or a non-criminal violation of OISRA policies.
- 17.3.** If a report is determined to constitute a violation of criminal law, the Executive Director (or Board designee) will promptly report the incident to the appropriate law enforcement officials. Upon reporting the incident to law enforcement officials, the Executive Director (or Board designee) will take no action unless lawfully directed to do so by law enforcement officials. Notwithstanding the foregoing, the Executive Director (or Board designee) shall immediately hire a competent criminal defense attorney to represent OISRA and will take and maintain notes and files on all interagency communications and actions in connection with the incident and which occur thereafter.

17.3.1. It shall be a violation of this policy, and subject to the penalties, if any coach, league rep, race official, or anyone associated with OISRA fails to cooperate in any manner with law enforcement officials in connection with a reported incident hereunder.

17.3.2. Upon the conclusion of any investigation, court proceeding, or other law enforcement action, OISRA shall conduct its own investigation, truncated or otherwise. The Executive Director (or Board designee) shall notify the accused coach, officer, or paid race official of the reported complaint, and after such further investigation as the Executive Director (or Board designee) deems necessary, shall either make a ruling on the complaint or refer it to a three-member disciplinary panel, selected by the OISRA Board, who shall further investigate the complaint. This panel shall not include the Executive, Director, Registrar, or OISRA Board members, but may include the league representative for the coach.

17.4. If a report received by the Executive Director (or Board designee) is determined to constitute a non-criminal violation of OISRA policies “Good Practice” as outlined in “OISRA Abuse/Molestation Guidelines” and/or a violation of OISRA Policy for Reporting Abuse, penalties shall be imposed in accordance with OISRA Policy.

17.5. During any OISRA investigation, and even after the matter is final, the following behavior may be considered misconduct and subject to the penalties of OISRA Policy:

17.5.1. Abuse of Process: Direct or indirect abuse of or interference with OISRA investigations by (a) falsifying, distorting, or misrepresenting information; (b) destroying or concealing information prior to or during an investigation; (c) attempting to discourage an individual’s proper participation in or use of OISRA’s investigation; (d) harassing or intimidating (verbally or physically) any person involved in OISRA’s investigation before, during, and/or after an investigation; (e) publicly disclosing a reporting party’s identifying information; (f) failing to comply with Section 24.1’s suspension and banishment; or (g) influencing or attempting to influence another person to commit abuse of process.

17.5.2. Failure to Report: Any mandatory reporter’s failure to make a required report as set forth in Policy;

17.5.3. Intentionally Making a False Report: Any reporter who is found to have made a false report intentionally, knowingly, or maliciously without regard for truth.

17.6. Materials created or produced in any OISRA investigation in accordance with this Policy shall be marked and kept confidential on a need to know basis only, shall not be disclosed outside of such investigations or proceedings, and shall only be disclosed as required by law.

18. Penalties for Violations of “Good Practice,” Reporting Abuse, and Anti-Hazing.

18.1. Upon the Executive Director (or Board designee) receiving a report of an incident of a suspected violation of “Good Practice” as outlined in “OISRA Abuse/Molestation Guidelines,” and/or violations of the OISRA Policy for Reporting Abuse, and/or violations of anti-hazing policy, involving a coach, league rep, race official, or anyone associated with OISRA, the suspected coach, league rep, race official, or person associated with OISRA shall be immediately suspended and banned from all OISRA facilities and events until conclusion of an appropriate investigation and imposition of a penalty, if any.

18.1.1. If a matter is criminal in nature, the suspension and banishment of Section 18.1 shall continue through any investigation, court proceeding, or other law enforcement action.

18.2. Any judgment or ruling, in court or otherwise, against a coach, league rep, race official, or person associated with OISRA shall be conclusive evidence of the coach, league rep, race official, or person associated with OISRA’s violation of OISRA policies. Notwithstanding the foregoing, a dismissal of any investigation, court proceeding, or other law enforcement action that does not result in a judgment or ruling against the suspected coach, league rep, race official, or person associated with OISRA, shall not operate as conclusive evidence of such person’s innocence in relation to a violation of OISRA’s policies, and OISRA reserves the right to impose any penalty it deems fit pursuant to this Policy.

- 18.3.** Upon a ruling by the Executive Director (or Board designee) or the three-member disciplinary panel, or the OISRA Board, the OISRA Board may impose any form of penalty set forth in this Policy that the OISRA Board finds appropriate to deter such conduct and assure fair treatment, protection, and favorable conditions for all coaches, league reps, race officials, students, and/or persons associated with OISRA. All penalties imposed hereunder shall be imposed solely against the accused individual.
- 18.4.** An accused individual under this Policy may be subject to the following penalties, which may be imposed singularly or in conjunction:
- 18.4.1. Indefinite or permanent suspension;
 - 18.4.2. Probation for a period of time as determined by the OISRA Board;
 - 18.4.3. Fines in an amount as the OISRA Board may determine;
 - 18.4.4. Public reprimand by statement issued by the OISRA Board;
 - 18.4.5. Mandatory educational or behavior programs as directed by the OISRA Board;
 - 18.4.6. Loss of privileges as determined by the OISRA Board;
 - 18.4.7. Written warning issued privately to the accused individual;
 - 18.4.8. Any other penalty, whether broader or lesser than the penalties described herein, the OISRA Board deems appropriate given the facts and circumstances of the accused individuals' offenses hereunder.
- 18.5.** Factors relevant to determining appropriate penalties include, without limitation:
- 18.5.1. Seriousness of the violation;
 - 18.5.2. The accused individual's prior history;
 - 18.5.3. The ages of all individuals involved;
 - 18.5.4. Whether the accused individual poses an ongoing threat to the safety of others;
 - 18.5.5. Voluntary disclosure of violation and/or cooperation by the accused individual;
 - 18.5.6. Disposition of an investigation by law enforcement officials;
 - 18.5.7. Real or perceived impact of the incident to the accused individual's victim or to OISRA;
 - 18.5.8. Any other mitigating and/or aggravating circumstances.

19. Whistleblower and Non-Retaliation Policy

- 19.1. General.** Oregon Interscholastic Ski Racing Association requires directors, officers, employees, and volunteers to observe high standards of business and personal ethics in the conduct of their duties and responsibilities. As employees and representatives of Oregon Interscholastic Ski Racing Association, we must practice honesty and integrity in fulfilling our responsibilities and comply with all applicable laws and regulations.
- 19.1.1. In addition to the requirements of this policy, all employees and representatives are encouraged to call attention to, in a positive and non confrontational manner, practices or specific actions which do not reflect the high ethical standards of Oregon Interscholastic Ski Racing Association.
- 19.2. Reporting Responsibility.** It is the responsibility of all directors, officers, employees, and volunteers to comply with and to report violations or suspected violations of any local, state or federal laws or regulations.
- 19.3. No Retaliation.** No director, officer, employee, volunteer, or contractor who in good faith reports a violation or suspected violation of any local, state or federal laws or regulations shall suffer harassment, retaliation or adverse employment consequence. An employee who retaliates against someone who has reported a violation in good faith is subject to discipline up to and including termination of employment. This Whistleblower Policy is intended to encourage and enable employees and others to raise serious concerns within Oregon Interscholastic Ski Racing Association prior to seeking resolution outside of Oregon Interscholastic Ski Racing Association.
- 19.3.1. Retaliation includes any harmful action, interference with the lawful employment or livelihood, discharge, demotion, suspension, any manner of discrimination with regard to promotion, compensation or other terms, conditions or privileges of employment.

19.4. Reporting Violations. Directors, officers, employees, and volunteers should share their questions, concerns, suggestions or complaints with someone who can address them properly. Therefore, reports of violations or suspected violations of any local, state or federal laws or regulations should be made to the most appropriate person within Oregon Interscholastic Ski Racing Association's organizational hierarchy including the Board of Directors.

19.4.1. Additional reports to that person or any other person should generally not be made unless the reporter reasonably believes that the process for investigation and response provided is not being followed.

19.4.2. A sample list of appropriate persons to report to is provided below. When in doubt, reports should be made to the President of the Board of Directors.

- a) The reporting employee's or volunteer's supervisor.
- b) The program director or Oregon Interscholastic Ski Racing Association manager in charge of the area in which the violation has occurred or is suspected.
- c) The Director of Human resources or the Chief Financial Officer (if the matter relates to accounting or finance issues) or other similar employees that Oregon Interscholastic Ski Racing Association may employ at the time of the Report.
- d) The Executive Director (or Board designee.)
- e) An Officer of the Board of Directors including the President.
- f) The Chair of another member of the Audit or Finance Committee if the matter relates to accounting or finance issues.
- g) Any Director.
- h) An appropriate regulatory body such as the IRS or the Department of Justice.

19.5. Handling of Reported Violations. All reports will be promptly investigated and appropriate corrective action will be taken if warranted by the investigation. The following process will be used:

19.5.1. The person to whom the report has been made will immediately contact the Executive Director (or Board designee), who will notify the Board President. If Oregon Interscholastic Ski Racing Association does not have an Executive Director or similar position, the Board President will conduct this process.

19.5.2. If it is not appropriate to contact the Executive Director or Board President because he or she is involved in the violation and is therefore not likely able to handle the investigation objectively, the remaining impartial Officers of the Board will be notified and will proceed with this process in place of the Board President and/or Executive Director.

19.5.3. The Board President and/or Executive Director will notify the reporter and acknowledge receipt of the report within 5 business days if possible.

19.5.4. The Board President and Executive Director will convene a meeting of the Officers to determine the proper course of investigation. The Officers may delegate the investigation to an appropriate standing or ad hoc committee including the audit or finance committee.

19.5.5. Within 30 days of the report, the Officers or the delegated committee will complete its investigation and decide on appropriate corrective action if warranted by the investigation. Additional time may be needed in some cases.

19.5.6. The Officers and Executive Director will inform the reporter of the results of the investigation and any corrective action that has been or will be taken.

19.6. Acting in Good Faith. Any good faith report, concern or complaint is fully protected by this policy, even if the report, question or concern is, after investigation, not substantiated. Anyone filing a complaint concerning a violation or suspected violation must be acting in good faith and have reasonable grounds for believing the information disclosed indicates a violation of local, state or federal law or regulation.

19.6.1. The act of making allegations that prove to be unsubstantiated and that prove to have been made maliciously, recklessly, or with the knowledge that the allegations are false, will be viewed as a serious disciplinary offense and may result in discipline, up to and including dismissal from

the volunteer position or termination of employment. Such conduct may also give rise to other actions, including civil lawsuits.

19.7. Confidentiality. Upon the request of the complainant, Oregon Interscholastic Ski Racing Association will use its best efforts to protect the confidentiality of the complainant for any good faith report. Violations or suspected violations may be submitted on a confidential basis by the complainant or may be submitted anonymously. Reports of violations or suspected violations will be kept confidential to the extent possible, consistent with the need to conduct an adequate investigation.

20. Lines of Communication:

20.1. Communication procedures should be as follows:

- 20.1.1. Racer and parent concerns should first be addressed to their respective coaches.
- 20.1.2. Coach's concerns should first be addressed by the League Representative.
- 20.1.3. League Representatives should communicate concerns to the OISRA Commissioner.
- 20.1.4. The Commissioner should communicate concerns to the OISRA Board of Directors.
- 20.1.5. Violations of OISRA Regulations (OISRA Bylaws; OISRA Policies, including Coaches' Code of Ethics and Paid State Championship Officials' Code of Ethics) should be communicated to the OISRA Executive Director (or Board designee).
- 20.1.6. Incidents of abuse/molestation, violations of "Good Practice" as outlined in "OISRA Abuse/Molestation," and/or a violation of OISRA Policy for Reporting Abuse, and/or a violation of OISRA anti-hazing Policy should be communicated to the OISRA Executive Director (or Board designee).

21. Releasing of Student Identification Information

- 21.1.** State and Federal law requires that student information considered to be "Education Records" be confidential. The information that the OISRA, or any agent or agency of OISRA (including all teams, leagues, committees, directors, officers, staff, volunteers, and committee members) request, and become holders of, contains such "confidential" information. OISRA and all agents and agencies of OISRA shall permanently hold all confidential information in strict confidence in perpetuity unless such information is essential for OISRA or OISRA's agents or agencies to properly and efficiently perform OISRA's duties, or disclosure is required to meet a legal requirement.
- 21.2.** All coaches and parent representatives are required to make certain that only the team name, the members names, their gender and age, are on any rosters provided to ski areas and other organizations commercial or non commercial. No team rosters shall include any address or electronic communication information.
- 21.3.** Should a ski area require more than the applicant's name, gender and age on their individual indemnity release-forms, it is the parent's responsibility as to what further information they provide.
- 21.4.** Any solicitations made to coaches or parent representatives for student information that may fall within the "Educational Records" description are to be referred to the School District official in charge of students' records.
- 21.5.** All actions involving student information will adhere to the Oregon State Law ORS 336.184: Oregon Student Information Protection Act.
- 21.6.** The only exceptions is when the parent/guardian has given permission for the student's NAME ONLY to be released only for media communications, for example to identify a photo for the newspaper.

22. Religious observances in public high schools

- 22.1.** The inclusion of non-public high schools in the program requires the non-public schools to align with public school practices. Regarding religious observances in public high schools; the general rule is that no non-public high school students (coach, parent, volunteer) can proselytize or lead any student or team prayers during a team activity. If you have any questions on this take them to your

school administration so that you are fully aware of what is mandated by the state and acceptable to them.

23. Incident Reports

23.1. Accidents/Incidents at an OISRA sanctioned event will be reported immediately to an OISRA certified coach or race official. The certified coach or official will immediately inform the Technical Delegate of the event.

23.2. An Incident Report must be filled out where any of the following occurs:

23.2.1. A parent/guardian is contacted

23.2.2. Dizziness, nausea or a bump involved

23.2.3. Extensive bleeding is exhibited

23.2.4. Incident involves a student with an identified disabling condition.

23.2.5. Medical consultation is sought.

23.2.6. An injured team member; racer, coach, volunteer, or member of the public is attended by ski patrol or moved to the ski patrol emergency rooms, or other medical facility.

23.2.7. Legal action is threatened by any of the parties involved.

23.3. Certified Coaches' responsibility: Training or race incidents involving injury shall be reported to the OISRA as per the OISRA Incident/Injury report. Additionally, certified coaches must abide by the regulations in OAR 581-022-0421, regarding concussion awareness and determine when a student may return to training or racing after the diagnosis of a concussion.

23.4. Leagues' responsibility: All race accidents involving injury, either personal or property shall be reported to the OISRA as per the OISRA Incident/Injury report. Any incident involving a member of the general public that happens in or about the race arena and may be considered to be a liability risk, must be reported by the event Technical Delegate and confirmed by the League Representative. If a ski area, or state forest requires a report from a league official it is the responsibility of the League Representative to ensure that this report is copied to the OISRA. **Discretion to fill out a report** may be used when a child asks for first aid for minor injuries, requiring a band-aid or ice pack and TLC.

23.5. ALL incidents, whether reported or not, should be logged in a team's incident log with date, name of student, injury and first aid rendered. If there is some question whether an incident report is needed, please complete a report form.

23.6. Reports will be submitted within **72 hours** using the OISRA designated Incident Report form or by using the preferred method of the OISRA Online Incident reporting. This report is for all accidents/incidents occurring at team practices or OISRA races. Reports will cover property damage as well as personal injury.

23.7. The Board of Directors will investigate accidents/incidents when necessary. As a result of an investigation any corrective measures required will be acted upon.

23.8. Records from for each annual season will be maintained by the Board of Directors.

24. Ski Area Indemnities and Waivers

24.1. No official of the OISRA or of its affiliated member leagues and/or teams or coach or parent representative shall sign on behalf of another member of OISRA or its leagues any indemnity or waiver that would purport to remove the rights of any individual associated with the OISRA or its associated leagues and/or teams to seek redress through the courts.

25. Competing in events that are not sanctioned by OISRA

25.1. The OISRA does not prohibit students who are registered with OISRA from participating in events that are not sanctioned by OISRA:

25.1.1. When an OISRA team competes in an event that is not sanctioned by OISRA, that team cannot represent itself as an OISRA team.

25.1.2. When a student who is registered with OISRA competes in an event that is not sanctioned by OISRA, the student cannot represent himself/herself as an OISRA skier.

- 25.1.3. Students who are coached by OISRA member and associate member coaches CAN compete as members of OTHER ski clubs/organizations (USSA, USASA, for example) in events that are not sanctioned by the OISRA

26. Financial Policies

26.1. The OISRA requires each League to have its own Assumed Business Name (DBA) using the OISRA Tax ID# and will be responsible for its own financial affairs. **Approval of expenditures:**

- a) All expenditures from the state treasury must be approved by the OISRA President or the Board of Directors. All expenditures in the annual approved budget are considered approved expenditures.

26.2. Check-signing authority:

26.2.1. The President, treasurer, and vice-president each have the authority to sign checks from the OISRA bank account in accordance with OISRA's policies and the Board-approved budget for payment of expenses and distribution of funds as authorized by the Board of Directors.

26.2.2. The OISRA Board shall appoint a Certified Accountant to review the annual affairs of the Association and submit required tax filing documents.

27. Fundraising Policies

27.1. Purpose: The purpose of this policy to establish guidelines for soliciting charitable gifts in a concerted, effective, ethical, and professional manner.

27.2. Roles and Responsibilities

27.2.1. **Board of Directors.** The Board of Directors of Oregon Interscholastic Ski Racing Association, OISRA, has overall responsibility for establishing policies and direction for the organization's fundraising programs including campaign planning. The Board has final authority to accept or decline all gifts and oversee management of gift assets.

27.2.2. **Finance Committee.** The Board of Directors designates the Finance Committee to provide direct oversight of the management of funds and the development of policies related to the organization's financial health and sustainability, including gift acceptance policies. The Finance Committee is also designated by the Board to conduct initial review of proposed gifts and present its recommendation for acceptance or decline of gifts to the Board. The Finance Committee may invite additional Board members or staff who are not regular members to provide input as to the acceptance of gifts.

- a) The Finance Committee Chair shall have a term of 2 years, and all other committee Members shall have terms of one year. The Board of Directors will reappoint committee members at the end of their terms.

27.2.3. **Fundraising Committee.** The Board of Directors designates the Fundraising Committee to work with the staff to develop fundraising plans, assist in implementing those plans, engage in actual fundraising activities such as events and donor meetings, and give input on policies that have an impact on the organization's relationships with donors.

- a) The Fundraising Committee Chair shall have a term of 2 years, and all other committee Members shall have terms of one year. The Board of Directors will reappoint committee members at the end of their terms.

27.2.4. **Staff.** OISRA staff is responsible for implementing and administering organization's fundraising programs and policies. The staff also provides information to the board and committees to help them accomplish their roles.

27.3. Development of Fund Raising Plans. The Fundraising Committee shall collaborate with staff to set and implement annual, special and campaign plans and strategies to raise funds in support of the mission of OISRA and short and long term goals established by the Board. The committee shall present and report on those plans to the Board. Approval of the Board is required for new campaigns or other efforts that are beyond OISRA regular course of business. The following considerations and requirements should be addressed by fundraising plans.

27.3.1. Donors should be encouraged to make unrestricted gifts to allow OISRA flexibility in accomplishing its charitable mission and goals. When restrictions are necessary and desirable, donors will be asked to make the most flexible restrictions possible while still meeting their philanthropic goals.

27.3.2. Giving clubs, societies, and recognition levels appropriate for OISRA and solicitation plans may be established by the Board. Benefits and premiums may be offered for various giving levels if approved by the Board. Care must be taken to select premiums and benefits which preserve deductibility for donors, avoid Unrelated Business Taxable Income, also attract and help thank donors appropriately.

27.3.3. OISRA Partner Sponsorship Level

a) This level of sponsorship will be a 3-year agreement at \$5,000 per year

b) Benefits to the OISRA Partner sponsor will include, but not be limited to, banners at each league race and an OISRA website logo link.

27.4. Development of Solicitation Materials and Forms. OISRA will develop and use standard forms and documents for consistency and efficiency in fundraising efforts. Examples of appropriate forms include Pledge Forms, Gift Forms, Gift Agreements, and language used in thank you letters to document gifts over \$250 for tax purposes. All standard forms will be reviewed by legal counsel.

27.4.1. Case statements and solicitation materials must be carefully drafted to create a clear and enticing picture of what OISRA is trying to accomplish without providing so much detail that excessive restrictions are created.

27.5. Solicitation

a) Ethical Practices. Every aspect of solicitation of charitable gifts must be conducted with the utmost integrity and with the charitable purposes of the OISRA as the primary consideration.

b) In addition, Staff and Board members must be careful not to place the organization or themselves in the position of serving as the legal, financial, or tax advisor to a current or prospective donor. The role of the OISRA representative is to inform and assist donors as they make their charitable giving decisions. All representatives of OISRA will exercise prudence and consider the donor's personal interests while helping to fulfill the donor's charitable objectives. All representatives of OISRA will encourage donors to seek their own professional advice on matters relating to the proposed gift transaction. OISRA personnel will not knowingly be a party to inflating the value of a gift above the true fair market value in order to provide a tax advantage to the donor.

27.5.2. Confidentiality. Except as allowed by the donors, all agreements with donors and all information concerning donors and prospective donors will be held in strict confidence by OISRA subject to legally authorized and enforceable requests for information by government agencies and courts. All other requests for or releases of information concerning donors will be honored or allowed only if permission is obtained from the donor prior to the release of such information.

27.5.3. Payment of Fees. All gifts are presumed to be made for the ultimate benefit of OISRA and for the purpose of furthering organization's mission. In accordance with IRS regulations, donors are expected to pay any fees and expenses they incur related to their gifts. Examples of fees include required appraisals to determine the value of property, fees paid to financial advisors to determine the tax implications of a gift, or legal fees to the donor's attorney.

a) OISRA will pay for its own attorney's fees, although such expense may be deducted from the gift if disclosed to the donor before the gift is accepted.

b) Fees related to the sale of donated property or stock will be deducted from the gross receipts for the sale, unless other arrangements have been made with the donor. Final approval for the organization's payment of any other fees requires authorization by the Board of Directors. The following fees are prohibited:

i) Finders' fees for current or planned gifts.

- ii) Investment or administrative fees that in any way could be construed as compensation for a gift being made to OISRA or for its benefit.

27.5.4. Disclosures. The donor will be advised that it is the donor's responsibility to obtain any necessary appraisals, file appropriate tax returns, and defend against any challenges to claims for tax benefits. OISRA will disclose the value of all premiums and benefits supplied to donors in compliance with IRS regulations. (see IRS publication 1771 or successor publications).

27.5.5. Gift Acceptance. OISRA is not required to accept every gift that is offered or solicited. Care will be taken to only accept that comply with the OISRA Gift Acceptance Policy.

- a) OISRA shall not accept donations, grants, or scholarships from businesses or individuals promoting products that are not legal for use by minors such as alcohol, tobacco, marijuana, or other similar controlled substances or from businesses or individuals promoting products or services that are inappropriate for minors such as adult sex stores, pornography or pornographic websites. This includes businesses or individuals who may reasonably inferred to be associated with such products or services as well.

27.5.6. Board Approval. OISRA's acceptance of donations, grants or sponsorships of \$5,000.00 or more must be approved by the Board of Directors.

27.5.7. Donation Receipts. OISRA shall give donation receipts acknowledging donations to all donors in order to allow them to claim a tax deduction for their donation.

27.5.8. Grant Applications. The Executive Director (or Board designee) is authorized to apply for and accept grants which are consistent with the approved budget and programs of OISRA. Grant applications, agreements and other documents requiring signatures may only be signed by the Executive Director (or Board designee) or other authorized signers.

27.6. Collection of Pledges. OISRA may, but is not required to, exercise any legal actions available to collect unpaid enforceable pledges. Generally, OISRA will contact donors who have not paid their pledges on the agreed upon schedule in a polite and friendly manner to ascertain whether the donor still wishes to make the contribution. Further action requires board approval. Reports may be made to the board of the pledges which appear not to be collectible to determine whether these pledges should be excused or whether further action should be taken.

27.7. Donor Recognition and Stewardship

27.7.1. Acknowledgement and Stewardship. All charitable gifts will be acknowledged and substantiated in accordance with IRS regulations. (see IRS publication 1771 or successor publications).

- a) In addition OISRA will recognize and thank donors for their generosity in appropriate ways both publicly and privately, subject to the confidentiality provisions of the OISRA Fundraising Policy and in accordance with policies adopted by the Board of Directors.

27.7.2. Naming Policy. The Board may approve opportunities for donors to give a minimum gift and therefore be recognized by having a particular program, physical space, fund or something similar named after them. The Board may approve naming opportunities individually or as a list of available opportunities with corresponding minimum gifts for each. Care should be taken to designate minimum amounts which maximize giving potential, but do not alienate past donors. Naming opportunities must be documented in a Gift Agreement. Unless the Gift Agreement provides otherwise, the term of any Naming Opportunity shall be for the lesser of 25 years or the life of the object, fund, or program named.

27.8. Donor Records. Donor records will be kept in an orderly and secure fashion which will allow for effective identification, cultivation, solicitation and stewardship of donors; trending data and other reports. In general, records will be kept in one [Access Database] [Excel Spreadsheet] [other program]. All record-keeping shall comply with the OISRA Document Retention and Destruction Policy.

28. Gender Identity Participation

28.1. The OISRA endeavors to allow transgender students to participate for the athletic or activity program of their consistently-asserted gender identity while providing a fair and safe environment for

all students. The OISRA also endeavors to provide fair competition and eliminate competitive advantages and disadvantages in each sport and activity. As with Rule 8.2 regarding Duration of Eligibility / Graduation, Rules such as this one promote equality of competition; diminish risks stemming from unequal competition; promote harmony and fair competition among member schools OISRA teams by maintaining equality of eligibility; and increase the number of students who will have an opportunity to participate in interscholastic OISRA activities.

28.2. This policy was developed by OSAA in consultation with the Oregon Department of Education (ODE). OISRA has made modifications to the OSAA policy that incorporate the different organizational structure of OISRA and OSAA. The OSAA and OISRA recognizes that this policy will need to be reviewed on a regular basis based on improved medical understanding of gender identity and expression, evolving law, and societal norms. The OSAA and OISRA recognize the value of activities and sports for all students and the potential for inclusion to reduce harassment, bullying and barriers faced by certain students. The OSAA and OISRA also recognize the concerns of students, parents, teachers and coaches to ensure a fair and equal competitive environment.

28.3. Definitions. For the purposes of this policy, the following definitions apply:

28.3.1. "Transgender" refers to an individual whose gender identity does not match his or her assigned birth gender.

28.3.2. "Gender Identity" - A person's internal sense of being male, female, or some other gender, regardless of whether the individual's appearance, expression or behavior differs from that traditionally associated with the individual's sex assigned at birth. Gender identity is distinct from and often unrelated to an individual's sexual orientation.

28.3.3. "Transition" - The time when a person begins living as the gender with which they identify rather than the gender they were assigned at birth, which often includes changing one's first name and dressing and grooming differently. Transition may or may not also include medical and legal aspects, including taking hormones, having surgery, or changing identity documents (e.g. driver's license, Social Security record) to reflect one's gender identity.

28.3.4. "Intersex" - An umbrella term used for people born with reproductive or sexual anatomy and/or chromosome pattern that does not seem to fit the typical definition of male or female. Intersex may also be known as Difference of Sex Development and may not always be known at birth but may be revealed at any stage of a person's life.

28.3.5. "Sexual orientation" - Means a person's physical, romantic, emotional, aesthetic, or other form of attraction to others. Sexual orientation and gender identity are not the same. Although, the Oregon Legislature adopted a broader definition of "sexual orientation" for purposes of all Oregon statutes to "mean an individual's actual or perceived heterosexuality, homosexuality, bisexuality or gender identity, regardless of whether the individual's gender identity, appearance, expression or behavior differs from that traditionally associated with the individual's sex at birth.

28.3.6. "Nonbinary" (Also Non-Binary) - Preferred umbrella term for all genders other than female/male or woman/man. Not all nonbinary people identify as trans and not all trans people identify as nonbinary.

28.3.7. As used herein, "Gender-Specific" activities are those in which only one gender participates, e.g. volleyball and softball, and "Gender-Segregated" activities are those in which the same activity is offered for both female and male students, e.g. girls basketball and boys basketball.

28.4. Participation; For both historical reasons, as well as reasons related to compliance with Title IX, interscholastic athletics and activities have typically been divided by gender, with a few exceptions. Formulating new processes to address concerns about participation regardless of a student's gender identity requires a new approach to eligibility, an approach reflected in these policies. In interpreting these policies, the OSAA and OISRA recognizes the value of activities and sports for all students and the potential for inclusion to reduce harassment, bullying and barriers faced by certain students.

28.4.1. If a student attends a school that sponsors an OISRA ski team, As is true with all eligibility determinations, the student's member school will be the first point of contact for determining the

student's eligibility. When a student registers for athletics or activities an OISRA ski team, the student shall indicate the student's gender during that registration process, consistent with other school enrollment procedures. Athletics and activities personnel should refer to member school processes for registration/enrollment information. Disputes regarding these gender identity determinations will be resolved solely at the member school level; because of the diversity of privacy and public school rules that may bear on such determinations, and gender identity issues being particularly sensitive, the OISRA will accept any school's determination and will not hear any appeal of a member school's determination made under this section.

28.4.2. Subject to section 38.4.1, once a transgender student has notified the student's school of their gender identity, the student shall be consistently treated as that gender for purposes of eligibility for athletics and an OISRA ski team activities, provided that if the student has tried out or participated on an OISRA ski team activity, the student may not participate during that same season on an OISRA ski team of the other gender.

28.4.3. Subject to section 38.4.1, once a non-binary or intersex student has notified the student's school of their gender identity, the student shall be treated as either gender for purposes of eligibility for an OISRA ski team, which is a gender- segregated activity, provided that if the student has tried out or participated on an OISRA ski team or an activity that is gender-specific or gender-segregated, the student may not participate during that same season on an OISRA ski team of the other gender.

28.4.4. If a student attends a school that does not sponsor an OISRA ski team, the OISRA registrar will be the first point of contact for determining the student's eligibility. When a student registers for athletics or activities an OISRA ski team the student shall indicate the student's gender during that registration process. The Head Coach should refer to the OISRA online registration process for registration/enrollment information. Disputes regarding these gender identity determinations will be resolved by consultation with and final decisions made by the OISRA Executive Director (or Board designee). Because gender identity issues are particularly sensitive, the OISRA will not hear any appeal of an Executive Director's (or Board designee) determination made under this section.

28.4.5. Subject to section 38.4.4, once a transgender student has notified the OISRA registrar of their gender identity, the student shall be consistently treated as that gender for purposes of eligibility for an OISRA ski team provided that if the student has tried out or participated on an OISRA ski team, the student may not participate during that same season on an OISRA ski team of the other gender.

28.4.6. Subject to section 38.4.4, once a non-binary or intersex student has notified the OISRA registrar of their gender identity, the student shall be treated as either gender for purposes of eligibility for an OISRA ski team, which is a gender- segregated activity, provided that if the student has tried out or participated on an OISRA ski team the student may not participate during that same season on an OISRA ski team of the other gender.

29. Sportsmanship Program Committee

29.1. The Sportsmanship Program was introduced to OISRA in 2010 by Henry Bendinelli and was also known as the Henry Bendinelli Sportsmanship Program. The OISRA Board shall create a Sportsmanship Program Committee to carry on the traditions of the Sportsmanship Program.

29.2. The OISRA Board shall select a Sportsmanship Program Committee Director, hereafter referred to as the "Sportsmanship Director", to manage the affairs of the Sportsmanship Committee, to be appointed at the OISRA Board Spring meeting.

29.2.1. The tenure of the Sportsmanship Director shall be one year and can be renewed annually with no limit on the total number of years served.

29.3. Duties of the Sportsmanship Director shall include:

29.3.1. Responsible for management of the Sportsmanship Program,

29.3.2. Shall seek appointment of; train, and manage Sportsmanship League Leader(s) from each OISRA League,

- 29.3.3. Shall manage the funding of the Sportsmanship Program,
 - 29.3.4. Shall sign contracts in the name of the Sportsmanship Program only for sanctioned activities approved by the Board of Directors as related to the function of the Sportsmanship Program, and in accordance with Board-approved OISRA policies,
 - 29.3.5. Shall ensure that all Sportsmanship Program activities are consistent with OISRA Articles of Incorporation, OISRA Bylaws, OISRA Policies and OISRA Race Rules,
 - 29.3.6. Shall report the status of the Sportsmanship Program sub-committee to the OISRA Board at the Spring and Fall meetings.
- 29.4.** The Sportsmanship Director may appoint additional Sportsmanship Program Committee members to serve a term that expires before each OISRA Board Spring meeting.

SECTION II - Alpine State Race Policies

1. A.State Championship Race Committee:

- 1.1. The planning committee for the Alpine State Championships shall be the State Championship Race Committee (SCRC) and shall be comprised of: the OISRA Vice President, the OISRA Commissioner, a representative of the host league State Race coordinating committee. The SCRC shall be chaired by the Commissioner and it may co-opt additional members if required.
- 1.2. The SCRC shall establish a set of Standard Operating Procedures that will outline the organizational details for the State Championship. These will be published as Appendix I to the State Race Policies. These SOPS shall be revised annually.
- 1.3. At the spring meeting of the OISRA Board of Directors, the State Championship Race Committee shall submit the notes regarding the administration of the preceding State Championship Meet, and pass them on to the League representative of the next host league.

2. Qualification for the State Race:

2.1. Official Qualifying Races for the Alpine State Race:

- 2.1.1. An OISRA race may be an official qualifying race for the Alpine State Race if it is a league race, sanctioned by the majority of teams of that league and attended by the OISRA racers who belong to that specific league.
- 2.1.2. It shall be scored as a two-run event.
- 2.1.3. Should circumstances require; a league may hold a one-run qualifying race. Only one, one-run qualifying race can be held on any league race day.
- 2.1.4. Team and individual points are assigned at each qualifying race, and these points determine the eligibility of teams and individuals for the Alpine State Meet.
- 2.1.5. Two or more leagues may have a "combined race" that is a qualifying race for all of the leagues that have a majority of their teams participating in the event. Team scores and individual scores are separated out for each league's cumulative points scoring.

2.2. Race Season:

- 2.2.1. Leagues shall have a race season that consists of at least six (6) official Alpine State Meet qualifying races. Should "force majeure" conditions require; the OISRA Board may amend this requirement.

2.3. Eligibility of Individuals for the Alpine State Meet is according to the 50% rule; racers must have competed in at least 50% rounded up of the official league races. The racer must start both runs of a league race, unless injury or illness takes them out of their second run.

- 2.3.1. This participation can be while racing Varsity or Junior Varsity. The 50% requirement may be waived by the OISRA Board only in case of injury and only if the following criteria are met:

- 1) A written request must be submitted at least two (2) weeks prior to the State Championship Meet, and;
- 2) Written verification must be stating nature and duration of injury by a physician, and;
- 3) Written release by a physician to participate.

- 2.3.2. For ineligibility due to the 50% rule, any hardship requests other than injury are submitted to the Executive Director (or Board designee) or the OISRA President.

2.4. Team Criteria for the State Meet

- 2.4.1. To qualify as a team for the State Meet, only the race results of individuals eligible for the State Meet may be used.

- 2.4.2. A team that has a racer who is ineligible to participate in the State Meet will have their team scores recalculated to exclude that individual's scores.

2.5. Determining number of State Meet Qualifying Teams:

- 2.5.1. League shall send boy's teams and girl's teams to represent the league in the State

2.5.2. Championship Meet as determined by the following scale:

League Size* = State Qualifying teams

1-2 1 Team each discipline

3-4 2 Teams each discipline

5-6 3 Teams each discipline

7+ 4 Teams each discipline

* League size is determined by the number of full teams (appropriate team size) entered in 50% of the League's races. A school team that has a racer who participates in less than 50% of the League Races will have their team scores re-figured to exclude that individual's scores.

- 1) A school team may consist of any combination of a maximum of twelve (12) of the school's qualified racers, including substitutes, for the two (2) races-Slalom and Giant Slalom in both boys and girls.
- 2) Each Slalom or GS team shall consist of at least three (3) and not more than five (5) members. Each team may bring a substitute to use in the case of sickness or injury in one of the five (5) racing positions, and may only be substituted for the venue he or she is registered for. Substitutes must meet all entry criteria.
- 3) If a racer is unable to race in either run of the race, then a substitution request may be made by the teams head coach or designated assistant coach to the Chief of Timing or the Start Referee 30 minutes prior to the moment the Start Referee calls for the first racer of the run. The substitute will compete in the bib issued them, or a bib supplied by the start referee. This is a team scoring run only not to affect individual score.
- 4) Unless substituting for a sick or injured racer, substitutes shall not run the course, excepting if at the discretion of the race jury there is sufficient time, and conditions allow, all substitutes will be allowed to ski the course and have their times recorded. These times shall not be used for deciding positions in either individual or team categories.

2.6. Determining the number of State Meet Individual Participants in each gender shall be according to league size as follows:

1-4 2 individuals each discipline

5-6 3 individuals each discipline

7-8 4 individuals each discipline

9+ 5 individuals each discipline

2.7. The OISRA Board has the discretion to adjust numbers appropriately.

3. Equitable representation of racers qualifying from a league:

3.1. Because of the number of associate teams, the OISRA Board may make adjustments to the numbers of individuals from those leagues so affected prior to the commencement of qualifying competition.

4. Draw

4.1. First Run

- 4.1.1. The draw for team and individual seed is in accordance to league standings. All teams (and individual qualifiers) first seed racers are in the first seed, each team's second seed racers are in the second seed and so forth for seeds three through five. If a team does not fill their fourth or fifth seed those seed position(s) will be eliminated from the start order. If a League, through the year loses a school(s), which reduces the number of teams that qualify for the State Championship race, all teams seeded behind the removed team will move up respectively.
- 4.1.2. A separate league draw will be held for the SL and GS events; for both genders (4 times) and will determine the order in the flight for each seed. All first place teams from each league compose the first flight. All second place teams compose the second flight and so forth. Even number flights will be in reverse order of the draw. Individual qualifiers race between second

and third flights. The number of flights in each seed is determined by the League(s) sending the highest number of teams plus the individuals' flight.

4.2. Second Run (Modified Flip 30)

4.2.1. Start positions 1 through 30 will be determined by the 30 fastest times from the first run. The run order will be in descending order from 30th finish to 1st (i.e. 30th place first run will start 1st for second run, 29th will start 2nd and so forth.) In the event of a tie for the 30th finish position, the flip increases by the number of tied athletes. (Some examples; a 3 way tie for 29th would increase the flip field size to 31 racers, a two way tie for 29th keeps the flip to 30, a two way tie at 30th finish position increases the flip to 31, and so forth. In all cases of a tie anywhere in the flip, the earlier 2nd run start position will be given to the racer with the earliest first run start position and so forth.)

4.2.2. The remaining racers, including DNF and DQ'd racers will start in their first run start order positions, following the field of flipped athletes. Generally this would be the 31st start position, unless there is a tie increasing the number of racers in the flip.

5. State Race Start Orders:

5.1. State race start orders will be produced using draw orders as outlined in Section D and race entries submitted on the designated worksheet, located in the State Race Registration Packet. Entry form for each league's representing team(s) scoring individual(s) to be submitted by the published registration deadline. Once the "Final Start Orders" have been published, no changes to the start orders will be permitted except for the team's designated Substitute for the said race may be inserted into one of the team's 5 positions for that race, subject to the rules for a substitution.

6. Scoring:

6.1. Team GS standings will be determined by the sum of the best 3 individual times in the first run of the GS, plus the sum of the best three 3 individual times in the second run. The SL team standings will be scored in the same manner. Combined team standings for each gender will be the sum of the best GS times plus the sum of the best SL times.

6.2. Team standings for both genders for combined runs will be determined by the sum of the combined team times for the boy's plus the combined team times for the girl's. Individual GS standings will be determined by the sum of the times for the 2 GS runs. Individual SL standings will be determined by the sum of the times for the 2 SL runs. Combined individual standings will be the sum of the times for the 2 GS runs plus the sum of the times for the 2 SL runs. In the event a run for either or both the GS or SL is canceled, the times for remaining run(s) will be used to determine standings. Individual results shall be calculated for all students in every race.

7. Time & Location:

7.1. The State Championship Meet will be held on the first Wednesday, Thursday and Friday of March. The races to be held will be a Giant Slalom and a Slalom. The order in which the races will be held will be determined by the SCRC. The location of the State Championship Meet shall be selected by the host league; refer SOPS. Host league will coordinate with the SCRC regarding race course locations, and maintenance personnel for each racecourse. The SCRC shall be responsible for course setters and forerunners.

8. Host and Non Host League participation:

8.1. Forerunners: Each league shall be responsible to submit 1 forerunner nomination per sex, per day, to be submitted no later than 5 days prior to the first race. Forerunner nominee shall be of high quality in ability for the benefit of acknowledging a superior race course. Names should be submitted to the Commissioner and final approval of the nominee will be determined by the SCRC. Any league that fails to submit will lose their right to submit; that forerunner position may be filled by the SCRC.

8.2. Course Setters: Each league shall provide one course setter nominee along with their preference for venue and first or second course set. In addition, the prior year host league, the current host league and the next season host league shall provide one extra setter, making a total of 8 course setters, 4

per day. In the event a sixth league is re-established, the prior year host league and the current hosting league will provide the two extra course setters. Names shall be submitted to the Commissioner and the final decision on the nominee will be determined by the SCRC.

- 8.3. Each participating league shall submit a minimum of two individuals for jury selection. All jury members will have officiated in a minimum of one half of the league races or be exempted by the SCRC.
- 8.4. It is recommended qualified representation by all leagues be observed when compiling the State Championship juries and in assigning course setters. Course Setters must be current and active league coaches.

9. Volunteer Race Workers:

- 9.1. One (1) "Experienced Gate Judge" shall be provided for each venue (GS and SL) by each competing team; for both Girls and/or Boys teams. Each team will deposit \$300 at the time of their team registration, to cover any "no show" by their designated gate judge. This will be immediately forfeited to the State Championship Race Committee (SCRC) should the team designated gate judge or substitute not be in attendance at the race morning roll call for the gate judge meeting. Any claims for a refund of a forfeit deposit will be decided by the SCRC.

10. Inclement Weather Procedures:

- 10.1. The Jury may decide to shorten course, cancel a second run or postpone the race one day (if bad weather occurs on Friday), and attempt to run one event the following day. It is conceivable that the Championship may need to be decided on the basis of those events already run.

11. Protest Fee:

- 11.1. There will be a protest fee not to exceed \$50. If the protest is upheld, the protest fee will be refunded to the protesting team. If the disqualification is upheld, the protest fee will go to the host league.

12. State Race Entry Fee:

- 12.1. Competitor entry fee (to be decided by the OISRA Board, annually) to be paid by each State Championship competitor. This will be collected by online registration and forwarded to the treasurer. The Treasury will provide, from the entry fees, the costs as identified in the respective budgets as approved by the OISRA Board covering; event venue fees, essential personnel, Technical Delegates, timing, start order and results personnel, awards, racer bibs, and essential support services and worker meals, as specified in the approved State Event budgets.

13. Awards:

- 13.1. The OISRA shall be responsible for acquiring trophies and medallions, which shall be consistent in size, style and color designation for place ranking, with those awarded by the OSAA at State Championships.
- 13.2. The OISRA will purchase the following trophies for presentation at the State Championship Meet: Places 1-3 for Girls' Team, places 1-3 for Boys' Team, places 1-3 for combined Team.
- 13.3. Trophies shall be provided for presentation at the State Championship meet for places 1-3 in the following categories:
 - 13.3.1. Girls' team Slalom, Girls' team GS. Girls' team Combined (9)
 - 13.3.2. Boys' team Slalom, Boys' team GS. Boys' team Combined (9)
 - 13.3.3. Girl's & Boy's Combined (3)
 - 13.3.4. Medallions shall be provided for Teams: (six members)
 - 1) Girl's SL team; first, second, third place (18)
 - 2) Girl's GS team; first, second, third place (18)
 - 3) Girl's combined SL & GS teams: first, second, third place (18)
 - 4) Boy's SL team; first, second, third place (18)
 - 5) Boy's GS team; first, second, third place (18)

- 6) Boy's combined SL & GS teams: first, second, third place (18)
- 7) Girl's and Boy's combined team; first, second, third (7x2x3) (42)
- 8) Places1-10in:Girl'sSL, Girl's GS, Girl's combined (30)
- 9) Places1-10in:Boy'sSL, Boy's GS, Boy's combined (30)

13.3.5. Suitable Move Up awards each discipline, 2 each gender.

13.4. The care of traveling trophies and any other permanent trophies are the responsibility of the Commissioner.

14. Rotation schedule for State Championship:

- 2023: TRL
- 2024: Metro
- 2025: Southern
- 2026: Emerald
- 2027: Mt. Hood

15. OISRA paid officials for the OISRA State Championship events

15.1. In order to be a State Championship Paid Official, the official:

- 15.1.1. Must be at least 18 years of age,
- 15.1.2. Must have passed a criminal background check by OISRA, refer to Section 6.6,
- 15.1.3. Must have signed an independent contractor contract with OISRA.
- 15.1.4. If the paid official is a Technical Delegate, they must complete concussion awareness training annually.

15.2. Officials at OISRA events are participants in the educational development of high school students. As such, they must exercise a high level of self-discipline, independence, and responsibility. The purpose of the OISRA Officials Code of Ethics is to establish guidelines for ethical standards of conduct for all OISRA state championship paid officials.

- 15.2.1. Officials shall master the rules of competition and shall exercise authority in an impartial, firm, and controlled manner.
- 15.2.2. Officials shall work with each other and the OISRA in a constructive and cooperative manner.
- 15.2.3. Officials shall take reasonable steps to educate themselves in the recognition of emergency conditions that might arise during the course of competition.
- 15.2.4. Officials shall not use tobacco products (including e-cigarettes), illegal drugs, cannabis, and/or alcoholic beverages or be under the influence of prescribed pain medications, illegal drugs, cannabis, and/or alcoholic beverages when in contact with athletes.
- 15.2.5. Officials shall not exhibit unsportsmanlike conduct at an OISRA event. "Unsportsmanlike conduct" includes, but is not limited to, unwarranted physical contact, profane language, and/or taunting. Unwarranted physical contact initiated by an official toward a coach/player shall be considered a gross act of unsportsmanlike conduct.
- 15.2.6. Officials shall not engage in any action which gives rise to a concern for the safety of the students due to the official's conduct, indicates that the official cannot objectively perform the official's duties, or otherwise is inconsistent with the Officials Code of Ethics and OISRA Policies and Regulations.

15.3. Procedure for Reporting ethical or conduct violations

- 15.3.1. A complaint against an OISRA state meet paid official for not meeting the OISRA requirements or for violating the OISRA Officials Code of Ethics shall be submitted to the OISRA Executive Director (or Board designee) in accordance with OISRA Policy #19.
- 15.3.2. The OISRA Board may suspend the official from participating in OISRA state meets for a designated length of time, based on the reported violation.

Appendices for Section I

Appendix A

OISRA Coaches Code of Ethics

The function of a coach is to educate students through participation in interscholastic competition. An interscholastic program should be designed to enhance academic achievement and should never interfere with opportunities for academic success. Each student-athlete should be treated with respect and support, and his or her welfare should be uppermost at all times. Accordingly, the following guidelines for coaches have been adopted by the OISRA Board of Directors.

The coach shall be aware that he or she has a tremendous influence, for either good or ill, on the education of the student-athlete and, thus, shall never place the value of winning above the value of instilling the highest ideals of character.

The coach shall uphold the honor and dignity of the profession. In all personal contact with student-athletes, fellow coaches, officials, athletic directors, school administrators, the OISRA organization, the media, and the public, the coach shall strive to set an example of the highest ethical and moral conduct.

The coach shall take an active role in the prevention of controlled substances, including alcohol, cannabis and tobacco products. The coach shall avoid the use of controlled substances, including alcohol, cannabis and tobacco products when in contact with athletes.

The coach shall be knowledgeable of the OISRA Bylaws, OISRA Policies, and Race Rules and shall teach the Race Rules to his or her team members. The coach shall not seek an advantage by circumvention of the spirit or letter of the rules.

The coach shall exert his or her influence to enhance sportsmanship by parents and spectators, both directly and by working closely with sponsors, booster clubs, and administrators.

The coach shall respect and support contest officials. The coach shall not indulge in conduct which would incite players or spectators against the officials. Public criticism of fellow coaches, officials or players is unethical.

A coach shall not exert pressure on faculty members to give student-athletes special consideration.

A coach shall not scout opponents by any means other than those adopted by the OSAA.

Appendix B

OISRA Abuse/Molestation Guidelines

Purpose of Abuse/Molestation Guidelines

The Abuse/Molestation Awareness guidelines are not intended to serve as legal advice or to supplant legal definitions of abuse and harassment. Instead these guidelines are designed to raise awareness of areas of concern and to provide statements of **“Good Practice,”** which OISRA coaches are expected to follow.

Definition of a Child

For the purpose of these guidelines, a child is a student who is registered with OISRA.

Statement

- The welfare of the child is paramount.
- Children must be protected from harm, abuse, and degrading treatments.

Overview: These guidelines are intended to raise awareness and

- Define Good Practice.
- Provide examples of objectionable behavior and define areas of concern.

POSITIONS OF TRUST

Good Practice

- ***Be aware that the closeness of the coach/athlete relationship may encourage feelings that are not directly related to the sport.***
- ***Set out and maintain appropriate boundaries.***
- ***Give enthusiastic and constructive advice rather than criticism.***

Unacceptable Behavior

- NEVER enter into a sexual relationship with a child under your care/supervision.
- NEVER use your influence over a child for your own interests.

PHYSICAL CONTACT

Good Practice: Physical contact is recommended only in support of the following purposes:

- ***To develop or demonstrate sports skills.***
- ***To diagnose or treat an injury.***
- ***To give appropriate sport massage.***
- ***These actions should only be carried out by appropriately qualified coaches.***

Physical contact may be appropriate in other circumstances, as in congratulating a child or consoling a child who is upset. However, always ensure that physical contact is carried out in the open, or in the presence of another supervising adult.

Remember that interpretations of touching will be affected by factors such as cultural differences, religious implications, relative age, sexual orientation. If a child is uncomfortable with physical contact, stop.

GENERAL SUPERVISION

Good Practice:

- ***A supervising adult should never be alone with a child in potentially compromising situations, i.e. in a hotel room, bathroom, changing room, etc.***
- ***Mixed gender teams must always be accompanied by male and female responsible adults.***

Unacceptable Behavior

- Do not spend time alone with a child behind closed doors.

- Do not take a child alone on a trip unless in an emergency and with written parental permission.
- Do not enter the room of a child without another responsible adult present.
- Never share a room with a child.
- Discourage sexually provocative jokes or inappropriate touching or conversation.
- Never use any form of sexually charged verbal intimacy or innuendoes.
- If you are unsure, always err on the side of protecting the child.
- If you are unsure of what is appropriate or necessary in a particular circumstance, you should consult school personnel or medical professionals.

BULLYING

- May be physical, verbal or emotional.
- Is usually repeated over a period of time.
- May involve coaches, other athletes, or parents.
- Signs may include a drop in performance, behavioral changes, mood swings, reluctance to train/compete, frequent loss of possessions, physical injuries (bruising, scratches, etc), poor sleep, loss of appetite/weight.

Good Practice: Have a “no bullying” policy for your team.

Be Vigilant

- Watch for signs of bullying.
- Note changes in behavior.
- Notice drop in performance.
- Notice physical symptoms and signs.

DEFINING ABUSE: PHYSICAL * EMOTIONAL * NEGLECT * SEXUAL * OTHER

Physical Abuse

- Physical injury of all types when such injury is intentional or results from neglect.
- Giving a child alcohol or inappropriate medications or drugs.
- In a sports situation, this may also occur when the nature and intensity of training disregard the capacity of the child's immature and growing body.

Emotional Abuse

- May involve telling a child that he/she is useless, devaluing them.
- Constant criticism and negative feedback.
- Shouting threats or taunts – threatening harm
- Unrealistic expectation of performance at levels above a child's capability.

Neglect

- Failure to provide adequate food or shelter.
- Prolonged unnecessary exposure to cold or heat.
- Unnecessary risk of injury.

Sexual Abuse

- Includes rape and sexual exploitation
- In sport, activities which might involve physical contact with children may create situations where sexual abuse may go unnoticed.
- The power of the coach over the athlete could, if misused, lead to abusive situations developing

Other Types of Abuse – Have the awareness that Oregon State Law also defines two other types of abuse:

- Permitting a person under 18 to enter or remain in or upon premises where methamphetamines are being manufactured
- Buying or selling a person under 18

Action

- ***If you observe signs of abuse, you must follow the OISRA Abuse Reporting Policies***

- If you are a **Certified Coach** and you observe signs of abuse, you must follow the OISRA Abuse Reporting Policies and make a verbal report to the Oregon Department of Human Services. If the abuser is anyone associated with OISRA, you must also make a report to the OISRA Executive Director (or Board designee).
- If you are a **Helper Coach** and you observe signs of abuse, you must report your observations to the coach who is supervising you. If the abuser is anyone associated with OISRA, you must make a report to the OISRA Executive Director (or Board designee).

Remember

- The effects of abuse/bullying may have very long-lasting consequences for the child.
- The welfare of the child is paramount.
- Children must be protected from harm, discrimination and degrading treatments.

Acknowledgment

These guidelines were derived in large part from the work done by USSA for education for their club development program.

Appendices for Section II

Appendix C

Alpine State Championship Standard Operating Procedures (SOP's)

1. INTRODUCTION

This document is to assist the host league in preparing for the state championship event and shall be used in conjunction with the current years approved OISRA budget.

2. DEFINITIONS

- 1) OISRA, Oregon Interscholastic Ski Racing Association
- 2) SCRC, State Championship Race Committee. This committee oversees all aspects of the State Championships. Committee membership is defined in the OISRA Policies.
- 3) In this Appendix the Alpine State Championship shall also be called the State Race.

3. EVENT BUDGET

- 1) The Hosting League shall present a State Race budget for approval to the OISRA Board at the fall meeting for the upcoming season's State Race. OISRA may receive sponsorship income that is directed to be used for State Meet expenses. OISRA will receive fees charged to each qualifying athlete participating in the State Race. OISRA will be responsible for certain expense items directly related to the State Race. Please refer to Appendix II; Sample State Race Budget, noting expenses that will be paid by OISRA to the Hosting League or directly paid by OISRA. All other expenses are the responsibility of the Host League.
- 2) The Host League may solicit subsidiary sponsorship that does not conflict with OISRA sponsors and must be approved by the OISRA Board of Directors. Examples of sponsorship opportunity may include:
- 3) Gate Panels: provide an opportunity for event subsidiary sponsorship. They must be approved by the SCRC.
- 4) Start & Finish Banners; also provide an opportunity for event subsidiary sponsorship and must be approved by the SCRC.
- 5) Meals & Banquets; are sponsor opportunities for the Host League to offset League costs at the State Race.

4. VENUE SELECTION

- 1) The host league should solicit Request for Proposals to at least two ski areas for consideration of state championship events. These proposals should be solicited during the spring prior to the event taking place. Weather should be a factor in considering an event location and a back-up plan should be available if required in the event of low snow. It is required to coordinate venue selection with the SCRC prior to making final selections.

5. EVENT LOGO DESIGN

- 1) The host league shall design a logo for the state championship event and submit option(s) to the SCRC for approval prior to the fall Alpine steering committee meeting.

6. MERCHANDISE (EVENT MEMORABILIA)

- 1) The Host League may generate income for the league with the sale of memorabilia, such as sweat-shirts, T-shirts, hats, etc. All merchandise is to be approved by the SCRC and should include the event logo and sponsors contracted to be displayed on such items.
- 2) In addition, the Host League may contract with an OISRA approved photographer for a souvenir photo package.
- 3) The sale of all items may be coordinated through the electronic State Championship registration process and proceeds will be net of processing charges.

7. ALPINE EVENT PLANNING

- 1) Event Handbook: The Host League is required to publish a State Race Event Handbook by February 1st, approximately 30 days prior to the State Race Registration. This state event guide needs to include details for coaches, parents, volunteers and athletes for their understanding of the State

Race. Items of importance are; event dates, location, lodging information, registration instructions, start order instructions, volunteer information, schedules for races and activities, lift ticket instructions, event souvenirs, host resort information, as well as sponsor acknowledgements. Posting of this document to the designated State Race website is necessary.

- 2) **Entry Fee:** This fee will be charged to each qualifying athlete to cover essential services and components related to the operation of the state championship event. This fee amount will be collected through the electronic registration process.
- 3) **Racing venue fees:** These fees are related to the cost of associated hosting location hill and venue costs which may include but not limited to the following; venue fees, grooming, timing shack, hill preparation. Venue Fees shall be approved by the OISRA Board at the Fall Meeting. Submit invoices to the Treasurer for approval and payment. All vendors will be paid directly by OISRA.
- 4) **Radio Rental:** The SCRC shall work with the Host League regarding the ordering, pickup, delivery and return of any rental radios to be used as the State Race. Approximately 20 radios per course will be needed, depending on the race venue. Submit invoices to the Treasurer for approval and payment. All vendors will be paid directly by OISRA.
- 5) **Athlete bibs:** The athlete bibs will be coordinated SCRC and purchased by OISRA. The bib design will be approved by the SCRC keeping any active OISRA sponsors in consideration. Vendor to be paid directly by OISRA. Bibs will be provided to the host league prior to the event for sorting and distribution to athletes. Bibs may need to be collected after the first day of competition. The bibs would then be re-sorted for the second day of competition and distributed to coaches at the second coaches meeting. At the end of the event, the bibs will become souvenirs for the participants. A souvenir bib should be provided to all participants.
- 6) **Volunteer worker lunches:** OISRA will pay for up to 200 lunches (100 per day, 2 days of events) at \$10 per lunch. Lunches should include at a minimum, beverage, snack item, fruit, chips, and protein (sandwich etc.). Submit invoices to the Treasurer for approval and payment. All vendors will be paid directly by OISRA.
- 7) **Awards:** The Commissioner will purchase and coordinate the ordering and delivery of the State Race awards and event pins to the host league by the start of the event.
- 8) **Timing:** OISRA will contract the timing of the State Race with an approved vendor who will be the State Race "Chief of Timing." Payment for this service will be paid directly to vendor by the OISRA.
- 9) **Race Administrator:** OISRA will contract with a Race Administrator for the State Race event with an approved vendor. Responsibilities of the Race Administrator will be Formulation of the State Race Start Orders and State Race Results calculations and publication. Payment for this service will be paid directly to vendor by OISRA.
- 10) **Registration Secretary:** OISRA will contract with a Registration Secretary that will be responsible for all technical aspects of the electronic registration for the State Race. Payment for this service will be paid directly to vendor by the OISRA.
- 11) **State Race Officials:** The Alpine Commissioner will appoint all race officials for the State Race. Any disagreements with the selection of an official may be submitted to the SCRC. Any payments for these services will be paid directly to the Race Official by OISRA. The host league may be required to assist in securing lodging for these positions.
- 12) **Race Volunteers:** The Host League is responsible to ensure that all volunteers and unfilled race official positions are filled. The Host League is encouraged to provide recommendations to the Alpine Commissioner for all Race Official positions. Gate judge names are submitted during coaches' registration. All other positions are to be filled by the Host League and if needed other leagues willing to support the State Race. The following is a list and required number of volunteers (not including Race Officials) that are required. Remember, this is the State Championships; all volunteers need to have prior experience for their volunteer position.
 - i) **Volunteer Coordinator:** Coordination with the Registration Secretary to gather and schedule race day Gate Judges.

- ii) Gate Judges: To be submitted by coaches entering teams (approximately 12 for SL and 14 for GS depending on the actual race venue to be confirmed with the Alpine Commissioner),
 - iii) Course Crew: QUALIFIED race day course crew approximately 15 per course per day,
 - iv) Mid-course spotter for each course, each day,
 - v) Hand Timers: Need two experienced hand timers for each course (4 per day),
 - vi) Results Board: One results board person for each course (2 per day),
 - vii) Bib Collector (if needed): One bib collector per course. Racer bibs are collected after the second run on the first day only.
 - viii) Race Day Check-in Desk: Arrange for a race day check-in desk person(s), responsible for handing out mountain passes, equipment & gear, lunches and race radios.
 - ix) Public Address Announcer: Arrange for a race day Public Address person(s) including necessary PA equipment (note: PA person cannot be in the Timing Building so if shelter is needed you will need to make those arrangements).
 - x) Assistant to Start Referee: One per course, per day to help line up athletes in run order at the starting area.
 - xi) Others: Depending on the venue and race requirements other volunteer positions may need to be filled.
- 13) Awards Ceremony & Meeting spaces:** The host league will be required to arrange for meeting spaces for the following meetings:
- 14) Gate Judge (Volunteer) Meeting** prior to first event, approximately 60 person capacity.
- 15) Officials Meeting** prior to each event (2 days), approximately 30 person capacity.
- 16) Coaches Meeting**, prior to each event (2 days), approximately 60 person capacity.
- 17) The Commissioner** will host the Officials and Coaches meeting. A lead Chief of Gates will conduct the Gate Judge (Volunteer) meeting.
- 18) The host league** shall plan and organize an Awards Ceremony on the Friday evening after results have been calculated. The event shall be held in an indoor space with capacity for a minimum of 350 people. In addition to the giving of awards, it is recommended that the host league offer something enticing to participants. This could include such items as drinks, coffee, dessert, slide show of week's events, raffle, and or silent auction. Attendees shall not be required to pay an entry fee for the awards ceremony however, if a meal is served, food purchase shall be at the attendees' option to purchase, this may be a line item and included in the electronic State Race registration. OISRA will provide up to \$500 toward hosting costs of the Awards Ceremony.
- 19) Other Miscellaneous items:** While not required, the host league may choose to provide these additional services or events which have been provided at past events.
- i) Racer social: This social event shall be able to accommodate all registered athletes with an organized activity. Examples of an organized activity are: dance, photo booth, etc. Attendees shall not be required to pay an entry fee for the social event however, if a meal is served, food purchase shall be at the athletes option.
 - ii) Racer goodie bags: This is often a great opportunity to provide sponsors access to each of the participating athletes by means of advertising or 'schwaag'. The State Race event pins can be placed in these bags.
- 8. RACE VENUE EQUIPMENT & GEAR**
- 1) The Host League** shall ensure that any equipment not being supplied by the contracted venue source will be provided. Items such as race gates, additional safety fencing, shovels, rakes, salt, course dye, gate judge equipment, etc. shall be the responsibility of the Host League. Note: The Host League should check with the Chief of Timing to confirm any equipment that may be needed for race timing. The Host League should ensure that any equipment borrowed from another League is returned in a predetermined location for pickup at the conclusion of the race. Any damaged equipment shall be replaced by OISRA and notification of such damage reimbursement request shall be submitted no later than one week after the event conclusion.

Appendix D

Sample State Race Budget

	<u>Income</u>	<u>Expenses</u>	
<u>Alpine Responsibility</u>			
Income:			
Racer Fees (\$75 net thriva \$70 x 220)	\$15,400.00		
Sponsor Funds	\$3,000.00		
Expenses:			
Venue Fees		\$3,000.00	
Racer Bibs		\$4,500.00	
Awards		\$3,500.00	
Radio Rental		\$700.00	
Volunteer lunches		\$2,000.00	
Venue meeting places		\$300.00	
Awards ceremony		\$500.00	
Contracted Administrators		\$1,500.00	
TDs; 2 x \$50 per day		\$200.00	
Travel, Meals & Accommodations		\$2,000.00	
TDs; 2 x \$50 per day		\$200.00	
Alpine Totals	\$18,400.00	\$18,400.00	\$0.00

League Responsibility

Income:

OISRA Sponsor Income	*	\$4,000.00
League Sponsor Income		\$4,000.00
Merchandise Income (net cost & thriva fees)		\$4,000.00
Photo Pkg Income (net cost & thriva fees)		\$300.00

Expenses:

Awards Ceremony		\$1,500.00	
Guest Speaker		\$500.00	
Racer Social		\$3,000.00	
Meeting Rooms		\$300.00	
Web Fees		\$250.00	
Printing Costs (start orders/race schedules)		\$300.00	
Sponsor Banners, etc.		\$2,000.00	
Sponsor Acknowledgements		\$500.00	
Gate Panels		\$1,200.00	
Equipment		\$500.00	
Advertising		\$500.00	
Misc		\$300.00	
League Income/Loss		\$12,300.00	\$10,850.00
			\$1,450.00

* League Sponsor Income based on Alpine Allocations