



Minutes OISRA BOARD OF DIRECTORS MEETING
Saturday, June 24, 2017
Rays Food Place
445 West Highway 20,
Sisters, OR 97759

Present:

Laurie Martin, OISRA President
Ryan Rooper, OISRA Vice-President
Spencer Raymond, Alpine Division Liaison
Eric Martin, Nordic Division Liaison
Richard Sellens, Executive Director
Jinny Martin, Board Secretary

Kastle Likens – Guest –Coach for Sisters Alpine ski team

Not Present:

Jason Gillies – Jason had read the agenda and meeting materials and sent his opinion on some issues by email. Jason’s opinions are added in brackets in these minutes. However, he was not present by phone, so he did not hear discussions prior to the Board members voting and did not vote.

Meeting called to order at 10:02 a.m.

The Board welcomed Kastle Likens, coach from Sisters Alpine ski team.

Kastle Likens expressed her interest in having high school skiers on the Sisters Alpine ski team participate in the OISRA 2018 alpine state championships. She came to this Board Meeting to get information about how to register skiers on her team for this event.

The OISRA President explained to Kastle that at this time it is understandable and OK that there are two separate Alpine organizations, and the Board’s goals are to make it as easy as possible for skiers from a different ski league to participate in OISRA events and be fully insured and supported by the OISRA organization when they are participating. The Board has not yet put into place the processes for non-OISRA skiers to use if they want to participate in the 2018 Alpine State Championships, but that work will be done at this meeting. Kastle will be sent this information by email as soon as it is finalized. The Board appreciates her cooperative attitude and her willingness to reach out and ask questions.

1. PRELIMINARY BUSINESS

Electing President, Vice-President, Alpine and Nordic liaisons

MOTION: Spencer R. nominates Laurie Martin for President, Ryan Rooper for Vice-President, Eric Martin for Nordic liaison, and Spencer Raymond for Alpine liaison.

Ryan R. seconds

VOTE: Unanimous approval.

Fall Meeting Minutes (October 22, 2016)

MOTION: Eric M. moves to accept the Fall Meeting Minutes as posted on the website. Ryan R. seconds.

VOTE: Unanimous approval.

Treasurer's Report and 2017-18 Budget

The Board reviewed the Treasurer's Report and 2017-18 budget. Spencer R. wants to get information about other insurance providers.

! ACTION: Spencer will send a proposal to Richard if he finds an insurance provider he thinks is preferable to the one OISRA is now using.

MOTION: Spencer R. moves to approve the proposed 2017-18 budget. Eric M. seconds.

VOTE: Unanimous approval.

Discussion: Both Alpine and Nordic OISRA participation fees will be increased: Alpine fees will be \$65 and Nordic will be \$45. The difference in participation fees is because of increased liability costs due to alpine claims, so alpine is absorbing more of the increased liability costs.

(The amounts charged for online registration will be \$85 for Alpine and \$55 for Nordic. These amounts include the Division participation fees - \$20 for Alpine and \$10 for Nordic - that are distributed to each Division.)

2. OLD BUSINESS

Executive Director's Report

See Appendix I for full report.

In the Executive Director's report, the ED made some recommendations that the Board supported with the following motions:

MOTION: Spencer R. moves that OISRA codifies the addition to the OISRA Bylaws that the OISRA President and Executive Director have the authority to sign contracts. Jinny M. will write these modifications to the Bylaws and they will be sent to the Board members for email vote.

Eric M. seconds

VOTE: Unanimous approval.

! ACTION: Jinny M. will write modifications to the Bylaws and carry out the email vote.

MOTION: Spencer R. moves that Ryan Rooper will be the chairman for the Finance Committee and Gary King will be the Vice-Chairman; Spencer Raymond will be on the Finance Committee. Jason Gillies will continue to be the Fundraising Chairman, with Spencer Raymond being the Vice-Chairman and Dane Klindt will be on the committee. Eric M. seconds.

VOTE: Unanimous approval.

! ACTION Ryan Rooper will contact Dane Klindt.

! ACTION Richard Sellens will contact Gary King

MOTION: Eric M. moves to delete the section of the OISRA Policies under "Indemnity and Accident Insurance for OISRA Sponsored Activities" that allows citizen's races to be OISRA sponsored activities. Ryan R. seconds.

VOTE: Unanimous approval.

Website Report

See Appendix II for full report.

In summary, the new website is up and running with the help of many people who have collaborated in different ways.

Coaches Training Program

See Appendix III for full report.

In summary, the Nordic Division will incur more costs for coaches' training next season when new Nordic coaches no longer have a grace period for meeting the coaches' training requirements.

Sportsmanship Program Report

See Appendix IV for full report.

Sportsmanship Program Funding Request

MOTION: Ryan R. moves to table any Board decision about the Sportsmanship Program Funding Request until the fall meeting. The Board needs additional information from Randy Hewitt before making a decision about any funding for the Sportsmanship Program. Spencer R. seconds.

VOTE: Unanimous approval.

! ACTION Ryan R. will contact Randy Hewitt to get more information.

Discussion:

- OISRA would need to increase the participation fees to provide funding to this program.
- Both divisions and all the alpine leagues carry out the program in slightly different ways, including recognizing winners in different ways.
- Everyone likes the program and sees the benefits of recognizing sportsmanship
- The amount of the ending balance of the Sportsmanship funds (\$877) that belongs to the Sportsmanship Program (as differentiated from the money that was raised for Kelsey's Race) is \$377.

Non-OISRA Participation in 2018 Alpine State Championships

MOTION: Spencer R. moves that the Board has approved the process for how non-OISRA skiers can participate in the 2018 Alpine State Championships. The Board will approve three documents: a letter to the Athletic Directors; a public document defining how students and schools can register; a confirmation letter to follow the online registration for the students. These three documents will be written by Spencer R. and emailed to the Board members for a final vote of approval. Spencer Raymond will be the contact person named on the public document. Ryan R. seconds.

VOTE: Unanimous approval.

! ACTION Spencer R. will write three documents and send them to the Board by email for their approval.

! ACTION Spencer R. will contact Mike McManus for help with organizing the registration information for non-OISRA skiers and teams on the OISRA website.

Discussion:

- The letter to the Athletic Directors
 - will explain that the OISRA has followed through with their promise to discuss a joint state championship event
 - will explain how OSSA skiers participated in the 2017 state championships
 - will include an attachment of the Temporary Membership Registration form to the athletic directors only for the schools that have OSSA teams.
- The public document will include only the information about HOW to "register for qualifying for the 2018 OISRA Alpine state championships"
- Registration for individual skiers will open on September 15th and close on January 31^s

- Non-OISRA students will register online through only one registration button to indicate their interest
 - Will use the online registration form designed for students affiliated with Temporary Member Schools – which includes the liability waiver.
 - If schools do not register as Temporary Member Schools, then these student registration forms will be converted to the registration forms designed for “Guests” and an OISRA certified coach’s name will be named on the form as the coach who is affiliated with these students.
- There will be no charge for the initial online registration “to qualify for the 2018 OISRA Alpine state championships.” [*Post-meeting notes: The online registration for temporary member skiers will be an “inquiry form” and there is no charge from Thriva for inquiry forms.*]
- The email confirmation letter that is automatically sent out by Thriva after a skier has registered online will explain
 - that the skier will represent their school only if the school gives them that permission by submitting a school’s Temporary Membership form.
 - that the skier will be notified by a specific date if they have qualified, and at that time they will be told if they are representing their school or skiing as an unaffiliated skier
 - that IF the skier qualifies to participate in the 2018 Championship event, the skier will need to register online for that event in the same way that all OISRA qualifying competitors register. This registration includes making an online participation payment (\$??) and having the option to choose to purchase non-mandatory items, such as merchandise.
- Deadline for schools to submit their Temporary Membership forms will be sometime in February – which is after the deadline for students’ registration. This later registration deadline for the schools allows time for contacts to be made with any schools that have not registered as Temporary Member schools.
- Will ask for Mike McManus’ help to organize the OISRA website so there is no confusion about which registration button a student uses – possibly a separate section on the website for non-OISRA registration
- The Alpine State Meet Committee will make selection decisions if more schools and/or students register than the number of slots that are available.

Proposal for change to process for confirming academic eligibility

Discussion: The Board members reviewed the proposal, and the proposal was voided for lack of support by any of the Board members. The current process for confirming academic eligibility will continue to be used.

Sponsorship for Kelsey’s Race

MOTION: Ryan R. moves that Kelsey’s Race be an Alpine Division event. Eric M. seconds.

VOTE: Unanimous approval. [This motion was also supported by Jason Gillies’ comments via email.]

Partner Sponsorships

MOTION: Spencer R. moves that OISRA creates an OISRA Partner Sponsorship level, beginning in 2017-18 season. This sponsorship level will be a 3-year agreement at \$5,000 per year. Eric M. seconds.

VOTE: Unanimous approval.

MOTION: Ryan R. moves that the benefits for the OISRA Partner Sponsorship level will include, but not be limited to, banners at each league race and an OISRA website logo link. Eric M. seconds.

VOTE: Unanimous approval.

MOTION: Spencer R. moves that the distribution of the OISRA partnership level sponsorship funds will be as follows: contribution to administration costs not to exceed 10%; the balance distributed proportionately to Alpine Division and Nordic Division based on registration numbers on December 31st. Eric M. seconds.

VOTE: Unanimous approval.

MOTION: Ryan R. moves that OISRA accepts OSU-Cascades as an OISRA Partner Sponsor. Eric M. seconds.

VOTE: Unanimous approval.

! ACTION Richard Sellens will send OSU-Cascades a signed contract for their Partner Sponsorship donation, which describes the benefits to OSU-Cascades. He will also send an invoice for this season's \$5000 donation.

MOTION: Spencer R. moves that OISRA accepts Point S as an OISRA Partner Sponsor. Ryan R. seconds.

VOTE: Unanimous approval.

! ACTION Richard Sellens will send Point S a signed contract for their Partner Sponsorship donation, which describes the benefits to Point S. He will also send an invoice for this season's \$5000 donation.

Other Sponsorship Donations

OSU-Cascades will be donating money in addition to the \$5000 Partner Sponsorship amount for the 2017-18 season. *[Post meeting notes: the Finance Committee will decide how much of this additional amount goes to the Three Rivers League for Alpine State Championships – and how much goes to the Nordic Division for the Nordic State Championships.]*

!ACTION Richard S. will send OSU- Cascades a signed contract for the additional amount which details the benefits to OSU-Cascades for donating that additional amount. The invoice he sends OSU-Cascades will also include the amount of the additional donation.

!ACTION Spencer Raymond will send Richard S. a copy of the benefits he negotiated with OSU-Cascades for their Additional Sponsorship: benefits at the Alpine State Championships and the Nordic State Championships.

More completely describe “Alpine and Nordic Ski Instruction” and parameters for “Alpine and Nordic Ski Races”

Board tabled this discussion – and suggested doing research with USSA and ski areas to get ideas of what verbiage they are using for their insurance coverage.

! ACTION Richard Sellens will do research and have some proposed verbiage for the Board’s review at the next meeting.

Authorize opening of new checking account

MOTION: Spencer moves that

- OISRA authorizes the opening of a checking account at Riverview Community Bank in the name of Mt. Hood Ski Racing League, using the OISRA’s Employer Identification Number (93-1321055) with Ryan Rooper as authorized signer.
- OISRA will update the Oregon Business Registry for Oregon Interscholastic Ski Racing Association by adding Mt. Hood Ski Racing League as an ASSUMED BUSINESS NAME.

Eric M. Seconds.

VOTE: Unanimous approval.

! ACTION Richard Sellens will give this information to Dale Connell (VP/Branch Manager)

Review changes to Alpine Policies and Race Rules – See Appendix V

MOTION: Spencer R. moves to accept addition of Alpine Policy Section 1 H. Composite Teams. Ryan R. seconds.

VOTE: Unanimous approval.

MOTION: Spencer R. moves to accept addition of Alpine Policy “Academic Certification and Hardship Application.” Ryan R seconds.

VOTE: Unanimous approval

MOTION: Spencer R. moves to accept changes to Alpine Race Rules regarding Gate Judge clarification. Ryan R seconds

VOTE: Unanimous approval

The proposed changes to the Temporary Membership Dues and Fees were voided because of the decisions made earlier in this meeting about the process for registering non-OISRA skiers for the 2018 Alpine State Championships.

Review changes to Nordic Policies and Race Rules – See Appendix VI

MOTION: Ryan R. moves to accept the changes to the Nordic Policies for adding rules for the Biathlon event and adding rules for Guest racers in a mass start race at the state meet. Eric M. seconds.

VOTE: Unanimous approval

Review Alpine 2017-18 Budget

MOTION: Spencer R. moves to accept the Alpine 2017-18 budget. Eric seconds.

VOTE: Unanimous approval.

Discussion: ~~Amount paid to Richard Sellens for his work as Alpine Secretary/treasurer was a one-time payment based on work done during previous 4 months. It was not carried forward as a budget item for next season.~~ Alpine Division has a line item for cost for Sportsmanship Funding, which was intended to cover the cost of renting space on the mountain for Kelsey's race.

[Post meeting notes: Richard misunderstood Spencer's comments about Richard's Alpine Division payment being carried forward. Spencer was correct that a payment to Richard should have been a line item on the Alpine 2017-18 budget. The Alpine Steering Committee will make this change to their 2017-18 budget, and the Board of Directors will review the 2017-18 Alpine budget again at a later date.]

Review Nordic 2017-18 Budget

MOTION: Eric M. moves to accept the Nordic 2017-18 budget. Spencer R. seconds.

VOTE: Unanimous approval.

LinkedIn Page

MOTION: Spencer R. moves to create and maintain a LinkedIn page for the OISRA organization. Eric M. seconds.

VOTE: Unanimous approval.

! ACTION Spencer Raymond will create and maintain a LinkedIn page for the OISRA organization.

Letter to the Bend La-Pine School District

See Appendix VI for draft of letter.

MOTION: Spencer R. moves that the Board accept the draft of the letter as presented to the Board and any changes that Jinny Martin may make to this draft before it is mailed – and moves to appoint Jinny Martin as the “Information Officer” for communications with the Bend La-Pine School District and other districts with similar circumstances/questions. Eric M. seconds.

VOTE: Unanimous approval [In an email comment, Jason Gillies liked this letter.]

! ACTION Jinny M. will finalize the draft of this letter to the Bend La-Pine School District Superintendent

! ACTION Richard Sellens will mail the letters to the Bend La-Pine School District

Discussion: Once the document is finalized, it may be shared with any other school or school district personnel.

ORS 342.726 – rule about requirement for coaches to take course on “Performance Enhancing Substances”

Discussion: The rule requires SCHOOLS to monitor that coaches who are SCHOOL EMPLOYEES must take this course once every 4 years. Because many OISRA coaches are NOT school employees, this rule does not apply to OISRA. Schools will enforce this rule when it applies to their coaches, but OISRA does not need to make a rule for all OISRA coaches to take this course.

Student Behavior Standards

MOTION: Spencer R. moves to add the following to the OISRA Policies:

8.6 Student Behavior Standards

All students registered with OISRA will 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 attend.

Eric M. seconds.

VOTE: Unanimous approval.

Discussion: This policy has always been followed but has never been codified.

Meeting adjourned at 4:33 p.m.

Respectfully submitted by
Jinny Martin, OISRA Board Secretary

Appendix I

Executive Directors Report June 24 2017

Since the Fall 2016 Board meeting, the ED has carried out the following day by day operations of the OISRA:

- 1) Oversaw the 2016-17 registration of schools and also the online registration of coaches and students.
- 2) Communicated with schools and school districts
 - a. to resolve any registration issues
 - b. to collect academic eligibility forms
- 3) Communicated with OSAA
 - a. regarding guidance on Rule 8 issues – participation criteria for a Community College.
 - b. regarding protocols for how to handle two primary sponsors: their recommendation is to have total transparency so that each sponsor knows what benefits both sponsors are getting.
 - c. regarding their “Cooperative Sponsorship” policies. OSAA explained how a cooperative team is named when they set up cooperative sponsorships.
- 4) Set up a budget based on expenses from the 2016-17 season and created a spreadsheet for the Board to use for reviewing these expenses.
- 5) Communicated with insurance carrier
 - a. Discussed two claims against our indemnity policy.
 - b. Indemnity policy will increase in cost because of these two claims, which both involved people from the Alpine Division.
 - c. Confirmed that league treasurers are considered officers for directors and officers’ insurance.
 - d. Submitted application for coverage for the 2017-18 season.
- 6) Traveled to Portland to be interviewed by the attorney representing the OISRA insurance provider concerning the 2015 claim.
- 7) Created a white paper, with assistance from Secretary, showing the history of the Sportsmanship Program.
- 8) Created a white paper describing the current processes for checking academic eligibility.
- 9) Received proposals to put on the agenda for the 2017 Board of Directors Spring Meeting.
- 10) Communicated with OSU Cascades when they sent OISRA an email message asking about sponsorship.
- 11) Contacted attorney to answer question about who can sign contracts for the OISRA: answer was the President and the Executive Director. **Do we want to codify this standard operating procedure for non-profits?**

Recommendations based on information I have gathered since the fall meeting:

- Because of learning about how the insurance carriers are analyzing the circumstances surrounding the current claims, I have looked at current OISRA Policies regarding insurance coverage and **recommend that the Board consider some possible policy changes that will more specifically define parts of these policies so there is less ambiguity for the insurance people to define and interpret things differently than what OISRA intends.**
- The current fundraising policies were quickly accepted in the fall, without carrying through on the appointment of a Finance Committee. The Board appointed a Fundraising Committee– Jason Gilles as chairperson, but the Board did not appoint a Finance Committee. **I recommend that the Board appoint a Finance Committee so that there are people who review each sponsorship option the Fundraising Committee pursues and the Finance Committee reports to the Board.** The Finance Committee can also work on developing Fundraising Policies that are very specific to

OISRA. The Executive Director will implement whatever the Finance Committee and Board decides. I recommend Gary King and Eric Martin be on the Finance Committee.

- In keeping with the long-standing, positive relationship OISRA developed with Pont S, I **recommend that the Finance Committee codifies the understanding we had with Point S for how a primary sponsorship donation is distributed in OISRA.**

Appendix II

Website Report 2016-17

Prepared by Jinny Martin (OISRA Secretary)

- 1) Cascade Web Development is the website provider we used, and we were able to keep the same web address.
- 2) The website was developed in the late summer and early fall of 2016.
- 3) The project was completed on schedule, however, I felt there was still quite a bit of work to do after it was launched.
- 4) Nora Semonson did initial editing work on the Alpine sections.
- 5) Mike McManus has been invaluable with his assistance in the website development and his willingness to take on managing the Alpine sections of the website.
- 6) Mike Julianna provided the alpine photos and will be updating those photos periodically.
- 7) Randy Hewitt, likewise, has been invaluable on being willing to develop the Sportsmanship section and posting up to date race results on the Mt. Hood League section. Developing the Sportsmanship section saved Sportsmanship funds.
- 8) We ran out of time in the fall for me to completely understand how sponsorship logos are placed on the website – so I will be contacting the account manager and asking for help this summer.
- 9) Both the Alpine Division and the Nordic Division used the website for state meet information, which saved the Alpine Division the cost of developing a separate state meet website.
- 10) The parts of the website that saved administrators' time were: the member school pages and the coaches' training courses page.
- 11) I am looking for a Nordic person to assume the maintenance work for the Nordic sections. The Nordic sections need to have someone go through everything the way Mike McManus did for Alpine – and check how the pages look on an Iphone, as well as how they look on a computer.
- 12) Have had feedback that we need to work on the formatting of the “Announcements” section. People had trouble finding these sections.
- 13) The cost to OISRA for an annual maintenance will be \$500 going forward.

Appendix III

Coaches' Training Courses 2016-17 Prepared by Jinny Martin (OISRA Secretary)

Coach's Name	Invoice Number	Course	Amount	Division	
Alan Polaski	R867177283	First Aid	\$ 45.00	Alpine	
Bill Derocher	R744476700	First Aid	\$ 45.00	Alpine	
Claire Willis	R126721561	First Aid	\$ 45.00	Alpine	
Corey Talbot	R888735660	Fundamentals	\$ 50.00	Alpine	
Eric Gooderham	R187482563	First Aid	\$ 45.00	Alpine	
Gary King	R008265874	First Aid	\$ 45.00	Alpine	
Graeson Fish	R377230533	Fundamentals	\$ 50.00	Alpine	
Hanson Urdahl	R178481806	Fundamentals	\$ 50.00	Alpine	
Hanson Urdahl	R178481806	First Aid	\$ 45.00	Alpine	
Marina Nimmo	R044721852	First Aid/Fund	\$ 95.00	Alpine	
Matthew Stember	R768122000	First Aid/Fund	\$ 95.00	Alpine	
Mike Woodson	R816015355	First Aid	\$ 45.00	Alpine	
Rachel Landon	R362111653	First Aid	\$ 45.00	Alpine	
Randy Hewitt	R578443078	First Aid	\$ 45.00	Alpine	
Shawn Darris	R785138683	First Aid	\$ 45.00	Alpine	
Spencer Raymond	R282004533	First Aid	\$ 45.00	Alpine	
Wells Stevenson	R506020003	First Aid	\$ 45.00	Alpine	
William Johnson	R627611347	First Aid	\$ 45.00	Alpine	\$ 925.00
Casey Collins	R035227513	First Aid	\$ 45.00	Nordic	
Libby Hayden	R470588237	First Aid	\$ 45.00	Nordic	
Libby Hayden	R281633686	Fundamentals	\$ 50.00	Nordic	\$ 140.00
				TOTAL	\$ 1,065.00

Many courses were ordered for Nordic coaches in 2015-16 when OHSNO coaches first joined OISRA – and the coaches did not open the courses, because they had a one-year grace period for completing the requirements. This season I resent those courses, which had already been paid for, to the Nordic coaches, and they completed the courses. Next season I expect the expenses for Nordic coaches' training courses to be higher, because there are not any of these prepaid courses available for next season.

The website link to the Coaches' Training Records HELPED TREMENDOUSLY for communicating about coaches' training courses and keeping my records updated:

<http://www.oisra.org/coaches-training/coaches-training-records.html>

Suggestion: I should ask the league reps to go through the website page and let me know which coaches in their league did not coach in 2016-17 – and I can delete their names from these records.

**OISRA Board of Directors
Spring 2017 Meeting**

SPORTSMANSHIP PROGRAM REPORT

This report prepared by Program Director Randy Hewitt
Committee Members: Randy Hewitt, Laurie Martin (Nordic)

Introduction

The Sportsmanship program's pilot season started with the Mt. Hood League in 2011 and has now become an established and appreciated component of OISRA participation. Each Division/League has a Sportsmanship leader in charge of implementing the program. Participating Divisions/Leagues for the 2016-17 season, including the leaders, were as follows:

- Nordic – Laurie Martin
- Mt. Hood – Shawn Mick and Michael Norkitis
- Southern – Gary King and Jerry Fitzpatrick
- Three Rivers – Janis Allen with help from Spencer Raymond and Mike McManus
- Metro – Laura Gentry
- Blue Mountain – Eric Gooderham

Season Highlights

Establishing the Kelsey Hewitt Memorial Race was by far the marquee accomplishment of the sportsmanship program in 2017. As director, I proposed this race at the OISRA fall meeting, discussed it with Board member Ron Yost, met with the three Portland area league presidents, served as race director, and hosted 388 racers at Mt. Hood Meadows on Monday, January 2nd.

This race received excited reviews from everyone involved. I will propose that it be established as a permanent season-opener event, open to all OISRA Alpine racers.

Coaches, race officials, and the League Leaders were involved throughout the season in awarding "appreciation points" to alpine competitors as they were observed exhibiting noteworthy acts of sportsmanship. At season's end, the league leaders awarded yellow t-shirts with the sportsmanship logo to a total of approximately 90 Alpine competitors and xx Nordic competitors.

Nine plaques were presented at the Alpine State Championships awards banquet to the top boy and girl skiers in each league (league winners). This season marked the first where plaques replaced sweatshirts for the league winners.

A box full of Nordic t-shirts and sweatshirts was sent to Lorie Martin early in the season for her discretionary distribution.

Most of the t-shirts were left over from previous seasons. The yellow (and some bright green) shirts have served their time, so a new shirt color will need to be ordered for next season. The remaining inventory of yellow and green shirts will be delivered to league leaders for their discretionary distribution to their coaches and volunteers.

Season Shortcomings

There are two areas where the sportsmanship program needs functional improvement: selection of league leaders and maintaining uniformity of operations.

Selection of league leaders proved to be vexing to the league presidents this year, and in recent years. Although parent volunteers have accepted this responsibility for some leagues in the past, the recruitment of these volunteers has proven to be elusive, in many cases leaving the league president responsible for overseeing the program. Thankfully, the league presidents and a few others have stepped-up, but a more dependable recruitment process needs to be established (see below).

Protocols for implementation of the sportsmanship program have been established and published on the OISRA sportsmanship website. However, a high degree of variability seems to exist within each league. More cooperative work needs to be done to ensure that all deserving OISRA participants are recognized in a similar manner from league-to-league.

As Director of the Sportsmanship program, in the past 2 seasons I have not successfully tracked the functionality of the Nordic implementation of the program.

Funding

The OISRA Sportsmanship program has been funded for its entire existence through donations. 100% of the donations have been dedicated to implementation materials for the program and awards.

Currently the sportsmanship program has a positive bank balance of \$780.

Plans

For 2017-18, the fundamental goals for program improvement are:

1. Establish Kelsey's Race as a permanent, full-state inclusive, season opener race.
2. Receive authorization to promote participation of OSSA racers at Kelsey's Race.
3. Establish program funding through OISRA and/or Alpine general fund fees rather than remaining dependent upon benevolent donations
 - o OISRA funding for common expenses such as implementation paperwork (a minimal expense) and awards provided to Nordic and Alpine competitors
 - o Alpine general fund fees for the administration of Kelsey's Race.
4. Establish a more reliable selection process for league leaders to alleviate the responsibility falling onto the shoulders of the league presidents. This will be done by emphasizing the permanence of the role in the league leadership structure. For example, league President, Secretary, Treasurer, Chief of Timing, etc., are all de facto positions in the league. Sportsmanship needs to be accepted as a permanent position, just as these have.
5. Implement protocols more uniformly throughout each league. This will also be the responsibility of the program director who will meet personally before the 1st race of the season with all of the league leaders to review the program objectives and protocols.
6. Involve Nordic more completely by having earlier and more thorough communication with the Nordic leader.

Summary

As program director, the Sportsmanship program is a job. It requires time, diligence, communication, and resourcefulness. It is also a worthwhile responsibility that adds to the quality of the OISRA competitor's experience. As noted above, the participants and their parents love the program for its ideal of acknowledging good sportsmanship among skiers who aren't necessarily the fastest or most talented athletes, yet they contribute greatly to the wonderful experience that our OISRA participants enjoy.

Appendix VI

Draft of Letter to the Bend La-Pine School District



Oregon Interscholastic Ski Racing Association
1067 West 18th Place
Eugene, OR 97402

541-344-1549
Fax: 541-225-5742
Cell: 541-913-4618

Richard Sellens, Executive Director

ExecutiveDirector@OISRA.org

Bend-La Pine School District
Attn: Shay Mikalson and Sal Cassaro
520 NW Wall Street
Bend, OR 97701

June 26, 2017

Dear Bend La-Pine School District,

The Oregon Interscholastic Ski Racing Association (OISRA) has been informed that the Bend-La Pine School District is considering (in draft form only at this time) making changes to the District's policies that will affect the schools' support of non-OSAA sports activities.

The OISRA is uniquely different from other non-OSAA sports organizations for many reasons. We would like for you to be aware of these differences if you are considering making changes to the way the Bend-La Pine schools support OISRA Nordic skiing activities. See attached chart for supporting details that elaborate on the following points:

A. Risk factors:

- The most important difference between OISRA and ALL other voluntary interscholastic activities associations, including OSAA, is that OISRA insures SCHOOLS as part of the OISRA robust, comprehensive insurance coverage.
- As a prerequisite for purchasing such comprehensive insurance, OISRA has incorporated risk-reducing policies that are recommended by insurance providers. These policies are listed on the attached chart.

B. Corporate structure identifies Schools as members of the organization:

- Both OSAA and OISRA are organizations that are structured as "Domestic Nonprofit Corporations" with the "non-profit type" designation of "Public Benefit with Members" - and schools are members
- Most other non-OSAA sports organizations are structured as corporations with the "non-profit type" designation of "Public Benefit without Members."

- C. Affiliation with the National Federation of Sports Associations (NFHS):
- OSAA and OISRA are the only Sports Associations in the state of Oregon that are affiliated with NFHS
 - OSAA is a full member, and OISRA is an affiliate member – because NFHS allows only one full member association per state
 - OSAA recommended OISRA to the NFHS organization because of the long-standing, positive relationship that OSAA has had with OISRA for decades.
- D. Student Eligibility Rules:
- Both OSAA and OISRA have policies that identify their own student eligibility rules, which address the eligibility rules that are listed in the NFHS Handbook.
 - Other non-OSAA organizations do not have policies that identify their own student eligibility rules, which would address the eligibility rules that are listed in the NFHS Handbook.
- E. Policies that show adherence to Oregon State Laws that govern interscholastic activities organizations and athletes:
- OSAA abides by all Oregon State Laws, but they defer to the schools to be aware of and implement some of these laws.
 - OISRA policies show that OISRA abides by Oregon State laws and implements them independently of the schools.
 - Other non-OSAA sports organizations may have a blanket statement in their policies that says they follow state laws, but they do not have policies in place that show how they implement these laws.
- F. Policies that define processes for addressing hardship requests and appeals of an organization's decisions:
- Both OISRA and OSAA use the same processes, procedures, and forms for addressing hardship requests.
 - Both OISRA and OSAA use the same processes for dealing with appeals of the organization's decisions – they have policies that define how a Hearings Officer would be used for a final appeal.
 - Other non-OSAA sports organizations do not have policies that allow for appeals to their organization's decisions.

As you become aware of these factors that set OISRA apart from other non-OSAA sports organizations, our hope is that you will conclude that supporting OISRA Nordic skiing activities incurs less risks and less costs for the School District than other interscholastic activities:

- less risks, mainly because of OISRA's robust insurance coverage – but also because of risk-reducing policies, clarity about following state laws, and previous vetting by NFHS.
- less costs, because all OISRA competitions are held away from school properties, eliminating the cost for maintaining competition facilities – also, OISRA pays for coaches' training courses and background checks.

Additionally, OISRA Nordic coaches' salaries are not paid from student body accounts anywhere in Oregon. This current, standard practice could be written into the OISRA Nordic Policies if that policy would help the Nordic Ski teams be evaluated favorably by the Bend La-Pine School District.

The OISRA Board of Directors has appointed Jinny Martin as an "Information Officer" to represent our Board for providing information about the OISRA organization. She has a thorough understanding of our Bylaws, Policies, and Insurance coverage. Please contact her with your questions and include her in any meetings that may involve outside resources in your discussions about policy changes.

Jinny Martin's contact information: 541-389-2849 vmartin@bendcable.com

Sincerely,

Richard Sellens,
OISRA Executive Director

This message has been approved by the OISRA Board of
Directors: Eric Martin Spencer Raymond
Laurie Martin Ryan
Rooper Jason Gillies

COMPARISON OF OISRA AND OSAA – Questions to consider when evaluating OISRA

(Prepared June 24, 2017)

RISK FACTORS		
Question	OISRA A	OSAA
Does organization provide insurance? What types of coverage?	Insures schools (named as “additionally insured”), coaches, students, and facilities for training and for all league races and state meet. Insurance includes: <ol style="list-style-type: none"> 1. Liability insurance for SCHOOLS, COACHES, STUDENTS, and SKI FACILITIES (ski areas, and Forest Service lands) 2. Abuse and molestation 3. Director’s and Officers (for coaches who hold offices), 4. Cyber insurance 5. Accident insurance for coaches and students. 	Insures ONLY the state championship competitions with an overall catastrophic insurance. DOES NOT insure schools. DOES NOT insure coaches DOES NOT provide any accident insurance for coaches or students
Does organization have Liability Waiver forms signed by coaches, students, and volunteers that “ <i>specifically release, hold harmless, and indemnify</i> ” affiliated member schools?	Yes – Copies of the liability waivers are attached.	No – leaves it up to schools to handle any Waiver of Liability forms
Does organization require coaches to become certified? Does this certification require taking “Coaching Fundamentals” and “First Aid Training” – in addition to the state-mandated Concussion course?	Yes – OISRA Policy #4 <i>OISRA pays for coaches training courses</i> <i>Records of coaches training courses completed can be found on the OISRA website:</i> http://www.oisra.org/coaches-training/coaches-training-records.html	Yes – OSAA Executive Board Policies #8 – <i>SCHOOLS pay for coaches training courses</i>
Does organization require coaches to read Abuse/Molestation Awareness Guidelines?	Yes OISRA Policies Appendix IX OISRA Abuse/Molestation Guidelines	No

Question	OISR A	OSAA
Does organization requires coaches to sign a Coaches Code of Ethics?	Yes OISRA Policies Appendix II – OISRA Code of Ethics Coaches sign that they agree to abide by this Code of Ethics when they register online.	No OSAA has a link to the NFHS Coaches’ Code of Ethics on the OSAA website, so it is available for OSAA coaches to read; but OSAA does not require coaches to sign it.
Does organization have Lightning Safety Guidelines?	Yes – OISRA Policies Appendix XI – Lightning Safety Guidelines (Adapted from “NFHS Sports Rules Books”)	Yes –OSAA Executive Board Policies #46
TAX-EXEMPT STATUS		
Is the organization organized as a state-wide interscholastic activities organization, with schools as members?	Yes – OISRA Bylaws Article 1 – Purpose Article IV. – Voting Members	Yes – OSAA Constitution, Article 2, Object and Authority of Organization
Is the organization registered as a “Domestic Nonprofit Corporation” and is the non-profit type designated as a “Public Benefit with Members”?	Yes –Registry Number 2507796 https://data.oregon.gov/Business/Specific-Words-in-a-Nonprofit-Name/zyvs-9r9c	Yes- Registry Number 4640918 https://data.oregon.gov/Business/Specific-Words-in-a-Nonprofit-Name/zyvs-9r9c
AFFILIATION WITH THE NATIONAL FEDERATION OF SPORTS ASSOCIATIONS (NFHS)		
Is the organization a member of NFHS (National Federation of High School Associations)?	Yes - Is an affiliate member – NFHS allows only ONE full member per state	Yes - Is a full member

STUDENT ELIGIBILITY RULES LISTED IN NFHS HANDBOOK

Question	OISR A	OSAA
<p>Does the organization have policies that address ALL of the eligibility rules that are listed in the NFHS Handbook under “Rational for Eligibility Rules?”</p> <ol style="list-style-type: none"> 1. Age eligibility 2. Enrollment/attendance requirements 3. Maximum participation 4. Transfer/residency 5. Academic 6. Non-school participation 7. Participation evaluation (physicals) 8. Restitution 	<p>Yes -</p> <ol style="list-style-type: none"> 1. Age eligibility – OISR Policies 8.3 Age 2. Enrollment/attendance – OISR Policies 8.5 School Representation 3. Maximum participation –OISR Policies 8.2 Duration of Eligibility/Graduation 4. Transfer/residency – OISR Policies 8.6 Transfer 5. Academic – OISR Policies 8.1 Academic Eligibility 6. Non-school participation – OISR Policies Appendix V. Provisional Skiers OISR Nordic Policies, Section II J. Nordic Guest Category for State Championships OISR Alpine Policies, Section I H. Alpine Guest Category for State Championships 7. Participation evaluation OISR Policies Appendix X – Physicals for Athletes 8. Restitution – OISR Policies 8.11 Hearings Officer OISR Policies 8 –Student Eligibility Adaptations of OSAA Rules that Apply to Hardship Requirements 	<p>Yes –</p> <ol style="list-style-type: none"> 1. Age eligibility – OSAA Policies 8.3 Age 2. Enrollment/attendance – OSAA Policies 8.5 School Representation 3. Maximum participation –OSAA Policies 8.2 Duration of Eligibility/Graduation 4. Transfer/residency – OSAA Policies 8.6 Transfer 5. Academic – OSAA Policies 8.1 Academic Eligibility 6. Non-School Participation OSAA Executive Board Policies #4 – Attached and Unattached Competitions 7. Participation evaluation – Uses form for physicals that is part of the State Law requiring physicals for athletes, but there is no specific OSAA rule about physicals 8. Restitution – OSAA Policies Rule 9 Hearings Officer OSAA 8.1.4 Hardship Exceptions to Academic Eligibility OSAA 8.2.4 Fifth Year Hardship Appeal Process OSAA 8.3.1 Age Hardship Appeals

STUDENT ELIGIBILITY RULES LISTED IN NFHS HANDBOOK – Continued

Question	OISR A	OSAA
<p>9. Amateur/awards 10. Recruiting/undue influence</p>	<p>OISRA Policies 15. Violations of OISR Regulations (OISR Bylaws, OISR Policies, Coaches' Code of Ethics, Abuse/Molestation Guidelines for "Good Practices," Division Policies) –Protests and Reported Violations</p> <p>OISRA Policies 16. Violations of OISR Regulations (OISR Bylaws, OISR Policies, Coaches' Code of Ethics, Abuse/Molestation Guidelines for "Good Practices, "Division Policies)–Penalties</p> <p>9. Amateur/Awards – OISR Policies 8.4 10. Recruiting/undue influence- OISR Policies 8.7</p>	<p>Procedure OSAA 8.6.8 Transfer Hardship Appeals Procedure OSAA 8.9 Hardship</p> <p>OSAA Policies Rule 4 – Violations of Regulations (Articles, Executive Board Policies, Participation Limitations, Sports Season Limitations and Executive Board Interpretations) – Protests and Self-Reported Violations</p> <p>OSAA Policies Rule 5 – Violations of Regulations – Penalties</p> <p>9. Amateur/Awards OSAA Policies 8.4 10. Recruiting/undue influence-OSAA Policies 8.7</p>

OREGON STATE LAWS THAT GOVERN INTERSCHOLASTIC ACTIVITIES ORGANIZATIONS AND ATHLETES

Question	OISR A	OSAA
Does the organization have written policies that show adherence to ORS 336.485 (concussion)?	Yes – OISR Policy #4 Some school teams use school athletic trainers to give OK to return to activity – can also get permission from a physician or other health professional.	Yes – Executive Board Policies #8
Does the organization have written policies that show adherence to ORS 336.479 (physicals)?	Yes – OISR Policy Appendix X –Physicals for Athletes	OSAA has no specific written policy, but OSAA uses the form that is part of the ORS 336.479 rule
Does the organization have written policies that show adherence to ORS 342.143 (criminal background check for coaches)?	Yes – OISR Policy #4 OISR pays for criminal background checks for any coaches who do not get this check done through a school or place of employment	No – OSAA leaves it up to the SCHOOLS to follow this state law and SCHOOLS pay for criminal background checks for OSAA coaches
Does the organization have written policies that show adherence to ORS 659.150 (no discrimination)?	Yes- OISR Bylaws Article VIII Section 4	Yes –OSAA Executive Board Policies #50
Does the organization have written policies that show adherence to ORS 336.184 (Student Information Protection)?	Yes – OISR Policy #18 (Is necessary because OISR collects student information on registration forms)	OSAA has no specific written policy– OSAA abides by all state laws, but they do not have a policy that states this rule.
Does the organization have written policies that show adherence to ORS 342.726 (Performance Enhancing Substances)?	No – the law requires coaches who are school district employees to take this course – it does not require voluntary interscholastic organizations to monitor coaches who are not school district employees – and many OISR coaches are not school district employees	Yes – OSAA Executive Board Policies #8
Does the organization have written policies that show adherence to Oregon State Law regarding home-schooled students?	Yes OISR Policies 8.5.1 adheres to Oregon Law regarding home-schooled students [ORS 339.030; ORS 339.035; ORS 339.460] – and follows OSAA Executive Board Policy #27.	Yes –OSAA Executive Board Policy #27

MISCELLANEOUS POLICIES THAT ARE IN STEP WITH OTHER SCHOOL POLICIES

Question	OISR A	OSAA
Does the organization have a written designation for specific dates for the Sports Season that matches OSAA's sports season dates?	Yes, follows OSAA dates for beginning of training for Winter Sports Season OISRA Policies #12 Participatory Season	Yes
Does the organization accept Foreign Exchange Students, using the CSIET Advisory List?	Yes OISRA Policies 8 – Student Eligibility “Other OISRA Adaptations of OSAA Rules”	Yes – OSAA 8.6.3 (c)
Does the organization have Policies for Student Behavior Standards?	Yes OISRA Policies 8.10 – Student Behavior Standards - states that OISRA adheres to the behavior standards and the disciplinary consequences as dictated by the school the student attends.	No School Districts establish the student behavior standards and there is no OSAA policy that specifically states that these standards apply to OSAA athletes. However, schools ask OSAA athletes to adhere to their school behavior standards and to accept the disciplinary consequences as dictated by the school.

Liability Waivers that are signed during online registration

Volunteer Waiver

OISRA ski teams depend on PARENT VOLUNTEERS. The Volunteer Liability Waiver below is in consideration of parents being race workers, team/club officers, organizing fundraising projects, etc. where parents are not assisting with coaching.

VOLUNTEER'S AGREEMENT OF RELEASE AND INDEMNITY – LIABILITY WAIVER:
In the event that I choose to do volunteer work for the OISRA, AND I AM NOT ASSISTING WITH COACHING ACTIVITIES,

I agree that I alone am responsible for my safety while working as a volunteer and specifically acknowledge that the following persons or entities including the OISRA, and **affiliated leagues and member schools**, ski areas, event organizers, race officials, coaches, other volunteers, and any agent representative, officer, director, employee, member of an affiliate of any person or entity named above are not responsible for my safety. I agree that I will accept and abide by the rules, regulations, and restrictions of OISRA and any other rules, regulations, and restrictions imposed by the organizers of any particular event. I agree that if any part of this Agreement is deemed to be unenforceable, that the remaining terms and conditions shall be binding upon the parties. I specifically release, hold harmless, and indemnify those parties named above from any and all liability, whether known or unknown, for all acts/omissions including negligence and carelessness. This AGREEMENT OF RELEASE AND INDEMNITY – LIABILITY WAIVER will be binding upon my heirs and assigns.

[There are spaces for two parents to sign the Volunteer Waiver.]

Waiver for Student's Participation

AGREEMENT OF RELEASE AND INDEMNITY – LIABILITY WAIVER: I know that ski racing and Freestyle/Slopestyle are action sports carrying significant risks, including but not limited to serious personal injury, death, or property damage. I also know that there are natural and environmental conditions and risks which independently or in combination with the student's activities may cause property damage or severe or even fatal injuries to the student or others. In consideration for the student being allowed to participate in OISRA activities, I agree that the student is responsible for his/her safety while participating in OISRA competitive events or other OISRA events and specifically acknowledge that the following persons or entities including the Oregon Interscholastic Ski Racing Association (OISRA), **affiliated leagues and member schools**, the ski area, the sponsors, the organizers, the race officials, the coaches, the volunteers, and any agent representative, officer, director, employee, member of an affiliate of any person or entity named above are not responsible for the student's safety. I will waive and release any claims, demands or actions, against OISRA, for any damages to, or loss of, my property or the student's property, or for the student's injury or death, which results from or arises in connection with any of the activities of OISRA. I specifically release, hold harmless, and indemnify those parties named above from any and all liability, whether known or unknown, for all acts/omissions, including negligence and carelessness on the part of persons or entities mentioned above. This AGREEMENT OF RELEASE AND INDEMNITY – LIABILITY WAIVER will be binding upon my heirs and assigns.

[There are spaces for a parent and for a student under 18 years old to sign the Student's Participation Waiver.]

Waiver for Coaches

RELEASE OF LIABILITY AND INDEMNITY – LIABILITY WAIVER: I know that ski racing and freestyle/slopestyle are action sports carrying significant risks, including but not limited to serious personal injury, death, or property damage. I also know that there are natural and environmental conditions and risks which independently or in combination with my activities may cause property damage or severe or even fatal injuries to me or others. In consideration for being allowed to be an OISRA coach, I agree that I alone am responsible for my safety while participating in coaching, training or instructing or working with or for any students who are affiliated with teams that are members of the Oregon Interscholastic Ski Racing Association (OISRA) and specifically acknowledge that the following persons or entities including the OISRA, and affiliated leagues and member schools, ski areas, event organizers, race officials, other coaches, volunteers, and any agent representative, officer, director, employee, member of an affiliate of any person or entity named above are not responsible for my safety. I agree that if any part of this Agreement is deemed to be unenforceable, that the remaining terms and conditions shall be binding upon the parties. I specifically release, hold harmless, and indemnify those parties named above from any and all liability, whether known or unknown, for all acts/omissions including negligence and carelessness. This AGREEMENT OF RELEASE AND INDEMNITY

Appendix V

Changes to Alpine Policies and Race Rules that were approved by the Alpine Steering Committee

1) Alpine Policies, Section 1. – Add “I. Composite Teams”

I. Composite Team

For one ski season (2017-18) different member schools may compete as a “Composite Team.” This policy will be evaluated at the end of the season for approval to continue the policy.

Skiers representing different OISRA member schools can form a “Composite Team” for scoring purposes if the following conditions are met:

- (1) Each skier on a Composite Team will represent the school they attend.
- (2) All skiers forming the Composite Team will be representing schools that are in the same league.
- (3) A school official from each school represented on the Composite Team approves the Composite Team.
- (4) 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.*
- (5) Prior to the first league race, schools applying to be represented on a Composite Team shall obtain approval from the league, and the League Representative shall submit the approval form to the Executive Director.
- (6) The Executive Director will act on the application within 5 business days. [The Executive Director’s decision can be appealed to the OISRA Board of Directors.]
- (7) A Composite Team will be eligible for team league awards and team state meet awards.

2) Add “Academic Certification and Hardship Applications”:

b. Academic Certification and Hardship Applications:

- After notification to an athlete’s coach by the OISRA Executive Director; that a team’s athlete has failed to meet Academic Certification, as defined in OISRA/OSAA Rule 8, the athlete has six (6) days in which to submit a “Request for Hardship Application”. Exception: if the Executive Director receives notice of failure on the last certification of the season, the deadline the ED gives 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.
- The Executive Director will process Requests for Hardship Applications within 5

business days.

- A student whose Hardship Application is denied by the Executive Director may appeal that decision to the OISRA Board of Directors.
- A student whose Hardship Application is denied may not participate in OISRA state meet qualifying events.
- 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.

3) **Alpine Race Rules Section II - Gate Judge clarification: Section II, Paragraph O. Protests, and sub paragraph 5: New c. change following d. add e.**

*c. A properly documented gate judge card will stand as presented unless;
1) There is video evidence demonstrating a proper gate passage, or
2) There is qualified eye witness testimony witnessing proper gate passage, or
3) It is determined that the gate judge did not understand the proper gate passage, or
4) A gate judge prejudice against the athlete or team can be demonstrated.*

d. At the vote on the protest, only the Jury members are to be present. The TD chairs the proceedings. The decision requires a majority of all voting members of the Jury, not just of those present. In case of a tie, the TD's vote is decisive. There reigns the principal of a free evaluation of the pieces of evidence. The rules on which the decision is to be based shall be applied and interpreted in such a way that fair proceedings, taking into account the maintenance of discipline, are guaranteed (646.3),

e. The decision is to be made public immediately after the proceedings by posting on the official notice board with the posting time stated.