



# 2011-2012 ATHLETIC OFFICIALS HANDBOOK



25200 SW Parkway Avenue, Suite 1  
Wilsonville, Oregon 97070  
Phone: 503.682.6722  
Toll Free: 888.838.6722  
FAX: 503.682.0960  
[www.osaa.org](http://www.osaa.org)



## 2011-12 OSAA Athletic Officials Handbook

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## **OFFICIAL'S CODE OF ETHICS**

- Officials at interscholastic athletic 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 this Code is to establish guidelines for ethical standards of conduct for all interscholastic officials.
- Officials shall master both the rules of the game and the mechanics necessary to enforce the rules, and shall exercise authority in an impartial, firm and controlled manner.
- Officials shall work with each other and their state associations in a constructive and cooperative manner.
- Officials shall uphold the honor and dignity of the profession in all interaction with student-athletes, coaches, athletic directors, school administrators, colleagues, and the public.
- Officials shall prepare themselves both physically and mentally, shall dress neatly and appropriately, and shall comport themselves in a manner consistent with the high standards of the profession.
- Officials shall be punctual and professional in the fulfillment of all contractual obligations.
- Officials shall remain mindful that their conduct influences the respect that student-athletes, coaches and the public hold for the profession.
- Officials shall, while enforcing the rules of play, remain aware of the inherent risk of injury that competition poses to student-athletes. Where appropriate, they shall inform event management of conditions or situations that appear unreasonably hazardous.
- Officials shall take reasonable steps to educate themselves in the recognition of emergency conditions that might arise during the course of competition.

## **RULES**

### **Rule 1 – Local Constitution**

**Section 1.** Local Association Constitutions and/or bylaws are to be formulated and adopted by each individual Local Association to guide local administrators. They shall not supersede or conflict with any provision of these rules, or any other OSAA constitutional provision, rule, article, policy or procedures.

### **Rule 2 – Charter Requirements**

**Section 1.** A letter of application requesting certification as a chartered Local Association shall be forwarded to the OSAA Executive Director. The letter shall include the following information:

- a) The proposed name of the Local Association.
- b) A statement why a Local Association should be established in the area.
- c) A copy of the Constitution and/or bylaws of the Local Association.
- d) A list of officers.
- e) A list of possible members.
- f) A list of proposed schools to be serviced.
- g) A schedule of study meetings (minimum of six required for each sport).
- h) The current name, address, email address and telephone number of the commissioner.

**Section 2.** When these requirements are met, the Local Association may be accepted on a one-year probationary basis. The probationary period may be extended by the OSAA Executive Director. Final approval for the Local Association will be granted by the Executive Board.

**Section 3.** Local Associations shall be assigned member schools by the OSAA. Permission to discontinue service to an assigned school must be granted by the OSAA Executive Director.

**Section 4.** Upon completion of all requirements, the Executive Director may issue a charter to the applicant association.

### **Rule 3 – Annual Local Association Requirements**

**Section 1.** A Local Association, in order to maintain its charter, shall conduct a minimum number of study meetings or training sessions per sports season. The minimum number of six Local Association study meetings or 10 hours of training shall be completed by Football, Soccer and Volleyball Local Associations on or before December 1; by Basketball and Wrestling Local Associations on or before March 1; and by Baseball and Softball Local Associations on or before June 1.

**Section 2.** *All members of the local association **who may officiate an OSAA contest must** complete the online registration process **and complete an annual criminal history conviction screening.** In addition, to be assigned to OSAA contests requiring certified officials the official must obtain a passing score on the NFHS exam.*

**Section 3.** Submit an accurate roster of schools serviced by the Local Association..

**Section 4.** Submit for annual OSAA Executive Director approval the following:

- a) Association Conflict of Interest Policy
- b) Association Excused Absence Policy

**Section 5.** At the close of each season, each Local Association commissioner shall submit to the OSAA office a list of the Local Association members who have not attended or have not been excused from the study meeting attendance requirements.

**Section 6.** The Local Association commissioner, immediately following the last scheduled meeting, shall forward to the OSAA office the names of all duly elected officers and the members of the Executive Committee.

**Section 7.** Certified attendance at an OAOA sponsored clinic and/or the state rules interpretation meeting in baseball, basketball, football, soccer, softball, volleyball and wrestling sponsored by the OSAA office shall count as one study meeting toward the season's required total for Local Association members.

**Section 8.** The Local Association commissioner, when specifically requested by the OSAA office, shall be required to submit a report on any matter of Local Association business or the status of any of its members.

**Section 9.** Each Local Association commissioner shall submit the complete season's schedule of Local Association meetings to the OSAA office once established.

**Section 10.** Each Local Association shall submit the form provided by the OSAA to receive reimbursement for officiating duties performed during the OSAA State Championships. Exceptions to this requirement must be approved the OSAA Executive Director.

**Section 11.** All new rules and subsequent changes to the OSAA Regulations shall be binding upon all Local Associations the season following their adoption by the Executive Board of the OSAA.

**Section 12.** Shall conduct an annual OCEP Principles of Officiating course.

**Section 13.** Failure of a Local Association to meet the requirements outlined in **Rule 3** of this policy **and Appendices D and E** may result in denial of allocated playoff assignments for OSAA State Championships.

**Section 14.** *Local associations are not employers of officials. Officials assigned to OSAA contests are independent contractors.*

**Section 15.** *Local associations shall adopt a written Conflict of Interest policy to include, but not limited to the following provisions:*

*Unless the athletic directors of the schools involved in the contest and the assigning commissioner agree, no official shall be assigned to a varsity contest if:*

- a) *The contest involves a school currently attended by the official's child or step-child.*
- b) *The contest involves a school at which the official or a member of his/her immediate family\* is a current employee or coach.*
- c) *An immediate family\* member of the official is a team member of one of the involved teams.*
- d) *The contest involves a school from which the official has graduated within the last four years.*
- e) *There are other factors or relationships between the official and a participating school that, in the judgment of the commissioner or the official, might give rise to the appearance of a conflict of interest.*

#### **Rule 4 – Certification and Requirements of Officials**

**Section 1.** In order to obtain initial certification or maintain certification:

- a) The official must be at least 18 years of age, except that an official under the age of 18 may petition the OSAA Executive Director for special approval.
- b) The official must become and continue as a member of a Local Association.
- c) The official must each year score at least 75% on the National Federation Rules Examination for the sport concerned. All exams will be administered through the OSAA Officiating Central Hub unless an exception is granted by the Executive Director. The exam may be taken a maximum of three times in order to meet this requirement. If the official does not pass the examination, he/she will not be eligible for varsity level assignments until achieving the minimum required score.
- d) Eligibility for maintaining membership as an OSAA certified official shall be dependent upon attendance at either six study meetings or completion of 10 hours of commissioner approved training. Excused absence policies utilized by Local associations shall have approval of the OSAA Executive Director.
- e) All persons who wish to officiate **an OSAA contest** must:
  - 1) Prior to officiating any contest, submit to a **criminal history conviction screening** that will determine any previous convictions involving the use, possession, or sale of a controlled substance within the last 10 years; a crime involving the use or threatened use of violence against a person within the last 10 years; or a crime involving a minor child at any time.
  - 2) The cost of this **criminal history conviction screening** will be included in the cost of certification for the official.

*Rules*

- f) Annual certification fees will be assessed during the registration process. Certification fees include Oregon Athletic Officials Association membership, ***criminal history conviction screening***, rules publications, official's patches and NFHS Officials Association membership.
- g) The members of all Local Associations shall abide by the OSAA Constitution, Rules, Board Policies, and Board interpretations (collectively, the OSAA Regulations) which, by their terms, govern the conduct of officials, and shall abide by all OAOA rules and regulations.
- h) ***Officials shall meet the OCEP training requirements*** as outlined in Appendix B.
- i) All previously certified officials in a sport shall continue to be certified until the final deadline for the examinations for that season in that sport unless the official is dropped for non-attendance or for another reason or certification is suspended or revoked by the Local Association or the OSAA Executive Board.
- j) ***Officials shall meet the requirements outlined in Appendix C.***

**Section 2. DENIAL, SUSPENSION OR REVOCATION OF CERTIFICATION** – The Local Association or the OSAA Executive Director may suspend or revoke the certification of any official in the event the Local Association or Executive Director becomes aware that the official does not meet the requirements for certification. If certification is suspended or revoked the official or commissioner may appeal the decision to the OSAA Executive Board for consideration of reinstatement.

**Section 3. ADDITIONAL QUALIFICATIONS** – Local Associations may adopt such additional qualifications for membership as they deem appropriate, provided that they are no less stringent than those contained herein.

**Section 4.** All officials shall abide by the rules books and required uniform as outlined in Appendix C.

**Section 5.** All officials and schools shall abide by the requirements outlined in Appendix D and E.

**Section 6.** Officials, when required by the OSAA office, shall submit a written report of his/her official conduct in any contest in which he/she participated as a contest official.

## **Rule 5 - Prohibited and Unethical Conduct**

**Section 1. Prohibited Conduct** – An official or commissioner is prohibited from engaging in the following conduct:

- a) Use tobacco products, drugs, and/or alcoholic beverages, or be under the influence of drug and/or alcoholic beverages at an interscholastic facility.
- b) Engage in unsportsmanlike conduct at an interscholastic 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.
- c) Make a bet or take a bribe in connection with an interscholastic event.
- d) Having been convicted of:
  - 1) a felony involving the use, possession or sale of a controlled substance within the last 10 years. The 10-year period of ineligibility to officiate shall commence from the date of suspension from officiating duties or from the date of conviction- whichever occurred first; or
  - 2) a crime involving the use or threatened use of violence against a person within the last 10 years. The 10-year period of ineligibility to officiate shall commence from the date of suspension from officiating duties or from the date of conviction- whichever occurred first; or
  - 3) a crime involving a minor child at any time.
- e) Engaging in any action which, within the discretion of the Local Association or the OSAA Executive Board, gives rise to a concern for the safety of children due to the official's conduct, indicates that the official cannot objectively perform the official's duties, or otherwise is inconsistent with the OSAA's responsibilities to its member schools, the student participants or the parents of the participants.
- f) Appearance before the Executive Board - The Executive Director may require the official or commissioner to appear before the OSAA Executive Board and show cause why the official or commissioner should not be subject to sanctions under OSAA Rule 5.6 for such conduct.

**Section 2.** It shall be unethical conduct when any INDIVIDUAL OFFICIAL:

- a) Accepts any Oregon high school assignment without the approval and consent of his/her Local Association.
- b) Does not comply with the regulations adopted by the OSAA Executive Board.

**Section 3.** Upon a ruling that an official or commissioner has violated a Regulation or engaged in Prohibited Conduct, the Local Association may, in its sole discretion, impose on the official or commissioner, any of the penalties set forth in Rule 5.6 (Penalties of Officials) of the OSAA Handbook.

#### **Rule 6 – Procedures for Reporting Violations of Rule 5**

**Section 1.** A complaint (referred to as “protest” in OSAA Rule 4) against an official or commissioner for violation of the Prohibited Conduct Rule set forth in AOH Rule 5 above or the OSAA Regulations (other than contest rule interpretations and judgment calls, which may not be appealed) shall be filed with the OSAA Executive Director or with the Local Association.

**Section 2.** If a complaint (referred to as “protest” in OSAA Rule 4) is filed with a Local Association, that local commissioner shall immediately notify the OSAA Executive Director.

**Section 3.** If the complaint (referred to as “protest” in OSAA Rule 4) is filed with the OSAA, the Executive Director shall refer the complaint to the Local Association for determination of penalty.

**Section 4.** The Local Association’s decision may be appealed to the OSAA Executive Board as set forth in Rule 4.3 of the OSAA Handbook.

#### **Rule 7 – Commissioners**

**Section 1.** The Commissioner shall be selected by a majority vote of the individual Local Association with majority approval of the schools serviced by the Local Association. The term shall be three years and the commissioner may succeed himself/herself. The Commissioner shall receive remuneration for his/her services as established by OSAA. Local Associations may supplement this remuneration at their discretion.

**Section 2.** The Commissioner shall make all contest assignments and be responsible for the supervision of officials in his/her Local Association. The superintendent, assistant superintendent or high school principal has the authority to approve the selection of officials for all festivals, meets, contests and tournaments. State tournament and playoff officials' selections shall be made by the commissioner or Local Association with input from the schools.

**Section 3.** The Commissioner may be removed from office at any time by a two-thirds vote of the local association or two-thirds vote of the schools serviced.

**Section 4.** Commissioners may only officiate as outlined in Rule 13.

**Section 5.** It shall be considered unethical conduct when any COMMISSIONER:

- a) Agrees to make assignments for a school normally serviced by another Local Association without first securing written permission from the other Local Association.
- b) Does not comply with the regulations adopted by the OSAA Executive Board.

#### **Rule 8 – State Championship Officiating Criteria**

**Section 1.** Officials selected to represent a Local Association at any State Championship event shall meet each of the following requirements:

- a) Be certified in good standing per the OSAA Athletic Officials Handbook.
- b) Achieve a score of at least 90% on the NFHS Rules Examination.. Have a minimum of three years experience at the varsity level with the opportunity to petition to the OSAA Executive Director for an exception.
- c) Be a member of an association which:
  - 1) services 6A or 5A classifications during the regular season to be eligible to officiate any State Championship (playoff) contest involving 6A or lower classifications.
  - 2) services 4A or a lower classification during the regular season to be eligible to officiate any State Championship (playoff) contest involving 4A and lower classifications.

- d) Be an official who has:
  - 1) officiated at least three regular season contests in each gender in basketball to be eligible for basketball State Championship (playoff)/Final Site assignments.
  - 2) officiated at least two regular season matches in each gender in soccer to be eligible for soccer State Championship (playoff)/Final Site assignments.
  - 3) **Met OCEP requirements as outlined in Appendix B.**
- e) **Local associations may impose more restrictive criteria at their discretion.**

**Section 2.** Officials may represent their local association in State Championship final sites according to the following sport specific plan:

- a) Football – no maximum
- b) Volleyball – maximum of two consecutive years at any final site, regardless of classification
- c) Soccer – no maximum
- d) Basketball – maximum of two consecutive years at any final site, regardless of classification
- e) Wrestling – **maximum of two consecutive years at any final site, regardless of classification**
- f) Baseball – no maximum
- g) Softball – no maximum

#### **Rule 9 – Fees**

**Section 1.** The Delegate Assembly shall approve recommended officials fees.

**Section 2.** The Fee Review Committee (FRC) shall consider only items involving fees paid to individual officials, commissioners, or Local Associations. (This includes game fees, mileage, per diem, check writing fees, commissioner fees, or any other type of service fee provided.)

**Section 3.** The FRC shall be a standing committee consisting of three representatives of the Oregon Athletic Directors Association (OADA) Executive Board, three representatives of the Oregon Athletic Officials Association (OAOA) Executive Board, one representative of the OSAA Executive Board, and the OSAA Executive Director as a non-voting member.

**Section 4.** The OADA and OAOA will each be responsible to define the process by which their representatives will be selected and the term lengths they will serve.

**Section 5.** The FRC shall meet as requested by the OSAA Executive Board. The FRC shall determine a schedule of no fewer than three meetings, which shall allow the opportunity for public input. Any presentations or recommendations the FRC has to the Delegate Assembly shall be made at the October meeting of the Delegate Assembly.

**Section 6.** Schedules contain fees that shall be paid for those sports requiring certified officials. However, districts are free to negotiate reduced fees in relation to the financial needs, availability of officials and other factors that reflect local and district conditions. See Appendix A for current **fee** schedules

**Section 7.** Any fee or supplemental charge not outlined in the approved officials fee schedule must be approved the OSAA Executive Director.

#### **Rule 10 – Reciprocation Formula**

**Section 1.** Associations that must use another association to provide coverage for contests involving a school listed on their OSAA Schools Served Form shall reciprocate coverage in the same sports season. Associations that cannot reciprocate according to the schedule below shall forfeit the appropriate number of schools prior to calculation of State Championship event allocations:

Sport	Covered Contests (1 year – any level)	Covered Contests (2 years – any level)	Coverage Equivalent
Baseball	24 contests	36 contests	1 school serviced
Basketball	24 contests	36 contests	1 school serviced
Football	8 contests	12 contests	1 school serviced
Soccer	14 matches	21 matches	1 school serviced
Softball	24 contests	36 contests	1 school serviced
Volleyball	16 matches	24 matches	1 school serviced
Wrestling	8 matches	12 matches	1 school serviced

**Section 2.** The smallest unit used will be .5 schools serviced.

**Section 3.** Coverage provided can be at any classification and level.

Note: Under this schedule, a 3A frosh volleyball contest is equivalent to a 4A varsity volleyball contest.

**Rule 11 — Declining / Trading of Tournament Assignments**

**Section 1.** Local Associations may decline state playoff and tournament assignments if the commissioner notifies the OSAA Executive Director in writing. Notification shall be given prior to the established deadlines for submitting names of tournament officials to the OSAA office.

**Section 2.** OSAA staff will distribute declined assignments at their discretion.

**Section 3.** Local Associations may trade an assignment(s) with another Local Association provided upon approval of the OSAA Executive Director.

**Rule 12 — Dual Membership**

**Section 1.** Officials may have membership in multiple Local Associations.

**Section 2.** There must be mutual agreement between the commissioner and Executive Committees of the associations involved.

**Section 3.** A plan shall be submitted to the OSAA office prior to assigning the official that addresses the following items.

- a) Who will test and complete required paperwork.
- b) Responsibility for dues and other fees in each association.
- c) How the official will meet minimum study meeting requirements.

**Section 4.** All State Championship assignments shall be made by the commissioner or local association from which the official paid the initial certification fee.

**Rule 13 — Working Commissioners**

**Section 1.** Commissioners may petition the OSAA Executive Director to officiate given any of the following conditions:

- a) Low numbers of registered officials within the association.
- b) Low numbers of certified officials capable of working at the varsity level.
- c) Assignments exceed number of certified officials.

**Section 2.** A commissioner may officiate if approved by a 2/3 vote of the Local Association membership. Notification of approval must be forwarded to the OSAA Executive Director.

**Section 3.** The requesting commissioner must be an OSAA certified official.

**Section 4.** Commissioners may officiate in emergency situations.

## OFFICIALS FEE SCHEDULE *(Excerpt 2011-2012 OSAA Handbook, Officials Fees)*

**Notes:**

- OSAA certified officials are required for all sanctioned activities at the Varsity and Junior Varsity levels including jamborees. Exception: OSAA certified officials are required for baseball and softball at the Varsity level only.
- Schools have the responsibility to request permission from their local association to use non-certified officials at sub-varsity contests where certified officials are not required.
- Official's fees for league playoff games to determine State Championship representatives shall be paid at the regular season Varsity rate for the specific sport.
- Official's fees for 6A-5A-4A "play-in" games shall be paid at the regular season Varsity rate for the specific sport.
- "Extended Contests" are defined as those additional time periods played either before or after a contest. Overtime is not an extended contest rather an extension of the previous period therefore no charges should be assessed for overtime periods in any sport.

BASEBALL – per official	2011-12	2012-13	JAMBOREES		STATE CHAMPIONSHIP FEE
6A, 5A, 4A Varsity Fee	\$57.57	\$58.15	Max 6 innings	Base Fee	6A, 5A, 4A Sub-Rounds – Base Fee + \$5.00
6A, 5A, 4A Sub-Varsity Fee	\$43.18	\$43.61	Max 6 innings	Base Fee	6A, 5A, 4A Championship Games – Base Fee + \$10.00
3A, 2A, 1A Varsity Fee	\$51.81	\$52.34	Max 6 innings	Base Fee	3A, 2A, 1A Sub-Rounds – Base Fee + \$5.00
3A, 2A, 1A Sub-Varsity Fee	\$38.86	\$39.25	Max 6 innings	Base Fee	3A, 2A, 1A Championship Games – Base Fee + \$10.00

Two officials are required at the varsity level.

One umpire may be used in an emergency situation only.

Sub-Varsity: *Two officials should be assigned, but one official may be assigned at a rate of 1.33 the "per official fee".*

BASKETBALL – per official	2011-12	2012-13	JAMBOREES		STATE CHAMPIONSHIP FEE
6A, 5A, 4A Varsity Fee	\$60.85	\$61.46	Max 24 minutes	Base Fee	6A, 5A, 4A Sub-Rounds – Base Fee + \$5.00
6A, 5A, 4A Sub-Varsity Fee	\$45.64	\$46.10	Max 24 minutes	Base Fee	6A, 5A, 4A Championship Games – Base Fee + \$10.00
Sub-Varsity Extended Contest	\$11.50	\$11.53			
3A, 2A, 1A Varsity Fee	\$54.77	\$55.31	Max 24 minutes	Base Fee	3A, 2A, 1A Sub-Rounds – Base Fee + \$5.00
3A, 2A, 1A Sub-Varsity Fee	\$41.07	\$41.49	Max 24 minutes	Base Fee	3A, 2A, 1A Championship Games – Base Fee + \$10.00
Sub-Varsity Extended Contest	\$10.27	\$10.37			

Two officials are required at the varsity and junior varsity levels.

One referee may be used in an emergency situation only.

JV2 and Freshman: *Two officials should be assigned, but one official may be assigned at a rate of 1.33 the "per official fee".*

FOOTBALL – per official	2011-12	2012-13	JAMBOREES		STATE CHAMPIONSHIP FEE
6A, 5A, 4A Varsity Fee	\$61.11	\$61.72	Max 36 plays	Base Fee	6A, 5A, 4A Sub-Rounds – Base Fee + \$5.00 6A, 5A, 4A Championship Games – Base Fee + \$10.00
6A, 5A, 4A Sub-Varsity Fee	\$45.83	\$46.29	Max 36 plays	Base Fee	
Sub-Varsity Extended Contest	\$11.50	\$11.57			
3A, 2A, 1A Varsity Fee	\$55.00	\$55.55	Max 36 plays	Base Fee	3A, 2A, 1A Sub-Rounds – Base Fee + \$5.00 3A, 2A, 1A Championship Games – Base Fee + \$10.00
3A, 2A, 1A Sub-Varsity Fee	\$41.25	\$41.66	Max 36 plays	Base Fee	
Sub-Varsity Extended Contest	\$10.31	\$10.42			

Five officials are required at the varsity level at the 6A and 5A classifications.

Five officials are recommended but at least four are required at the varsity level at the 4A, 3A, 2A, and 1A classifications.

Four officials are required at the junior varsity and sophomore levels at the 6A and 5A classifications.

Four officials are recommended but at least three are required at the junior varsity and sophomore levels at the 4A, 3A, 2A, and 1A classifications.

A minimum of three officials should be assigned at the freshman level at all classifications.

SOCCER – per official	2011-12	2012-13	JAMBOREES		STATE CHAMPIONSHIP FEE
6A, 5A, 4A Varsity Fee	\$50.50	\$51.01	Max 60 minutes	Base Fee	6A, 5A, 4A Sub-Rounds – Base Fee + \$5.00 6A, 5A, 4A Championship Games – Base Fee + \$10.00
6A, 5A, 4A Sub-Varsity Fee	\$37.88	\$38.26	Max 60 minutes	Base Fee	
Sub-Varsity Extended Contest	\$9.50	\$9.56			6A, 5A, 4A 4 <sup>th</sup> Official – ½ State Championship Fee
3A, 2A, 1A Varsity Fee	\$45.45	\$45.91	Max 60 minutes	Base Fee	3A, 2A, 1A Sub-Rounds – Base Fee + \$5.00 3A, 2A, 1A Championship Games – Base Fee + \$10.00
3A, 2A, 1A Sub-Varsity Fee	\$34.09	\$34.43	Max 60 minutes	Base Fee	
Sub-Varsity Extended Contest	\$8.52	\$8.61			3A, 2A, 1A 4 <sup>th</sup> Official – ½ State Championship Fee

Two officials are required at the varsity and junior varsity levels.

One referee may be used in an emergency situation only.

SOFTBALL – per official	2011-12	2012-13	JAMBOREES		STATE CHAMPIONSHIP FEE
6A, 5A, 4A Varsity Fee	\$51.01	\$51.52	Max 6 innings	Base Fee	6A, 5A, 4A Sub-Rounds – Base Fee + \$5.00 6A, 5A, 4A Championship Games – Base Fee + \$10.00
6A, 5A, 4A Sub-Varsity Fee	\$38.26	\$38.64	Max 6 innings	Base Fee	
3A, 2A, 1A Varsity Fee	\$45.91	\$46.37	Max 6 innings	Base Fee	3A, 2A, 1A Sub-Rounds – Base Fee + \$5.00 3A, 2A, 1A Championship Games – Base Fee + \$10.00
3A, 2A, 1A Sub-Varsity Fee	\$34.43	\$34.78	Max 6 innings	Base Fee	

Two officials are required at the varsity level.

One umpire may be used in an emergency situation only.

Sub-Varsity: *Two officials should be assigned, but one official may be assigned at a rate of 1.33 the “per official fee”.*

VOLLEYBALL – per official	2011-12	2012-13	STATE CHAMPIONSHIP FEE
6A, 5A, 4A Varsity Fee	\$55.80	\$56.36	6A, 5A, 4A Sub-Round Matches – Base Fee + \$5.00 Sub-Round Line Judge - ½ Sub-Round Fee 6A, 5A, 4A Championship Matches – Base Fee + \$10.00 Championship Line Judge - ½ State Championship Fee
6A, 5A, 4A Sub-Varsity Fee	\$41.85	\$42.27	
Sub-Varsity Extended Contest	\$8.50	\$8.50	
3A, 2A, 1A Varsity Fee	\$50.22	\$50.72	3A, 2A, 1A Sub-Round Matches – Base Fee + \$5.00 Sub-Round Line Judge - ½ Sub-Round Fee 3A, 2A, 1A Championship Matches – Base Fee + \$10.00 Championship Line Judge - ½ State Championship Fee
3A, 2A, 1A Sub-Varsity Fee	\$37.67	\$38.04	
Sub-Varsity Extended Contest	\$7.53	\$7.61	

Two officials are required at the varsity and junior varsity levels.

One referee may be used in an emergency situation only.

JV2 and Freshman: *Two officials should be assigned, but one official may be assigned at a rate of 1.33 the “per official fee”.*

Volleyball Regular Season Tournament Fees (per set) and Jamboree Fees (max 4 sets)			
6A, 5A, 4A Varsity Fee	\$13.95	\$14.09	<ol style="list-style-type: none"> <li>1. An Administrative Fee (Commissioner + Check Writing Fee) of 5% of total tournament set fees (no mileage) may be assessed.</li> <li>2. Fee listed covers changes to scheduled tournament – no additional fees may be assessed.</li> </ol>
6A, 5A, 4A Sub-Varsity Fee	\$11.96	\$12.08	
3A, 2A, 1A Varsity Fee	\$12.56	\$12.68	
3A, 2A, 1A Sub-Varsity Fee	\$9.42	\$9.51	

WRESTLING – per official	2011-12	2012-13	STATE CHAMPIONSHIP FEE
6A, 5A, 4A Varsity Fee	\$59.34	\$59.93	\$325 Tournament Fee
6A, 5A, 4A Sub-Varsity Fee	\$44.51	\$44.95	
3A, 2A, 1A Varsity Fee	\$53.41	\$53.94	
3A, 2A, 1A Sub-Varsity Fee	\$40.05	\$40.45	

An official is required at the varsity and junior varsity levels.

Wrestling Regular Season Tournament Fees – per match			
6A, 5A, 4A Varsity Fee	\$4.15	\$4.20	<ol style="list-style-type: none"> <li>1. An Administrative Fee (Commissioner + Check Writing Fee) of 5% of total tournament game fees (no mileage) may be assessed.</li> <li>2. Fee listed covers changes to scheduled tournament – no additional fees may be assessed.</li> </ol>
6A, 5A, 4A Sub-Varsity Fee	\$3.12	\$3.15	
3A, 2A, 1A Varsity Fee	\$3.74	\$3.78	<ol style="list-style-type: none"> <li>3. When a tournament elects to schedule down time, that exceeds 45 minutes or more, each official will be compensated an additional \$25.00 as a down time fee in addition to those officiated per match fees earned.</li> </ol> <p><i>Note: Down time is not cumulative – each break in the schedule is calculated separately.</i></p>
3A, 2A, 1A Sub-Varsity Fee	\$2.80	\$2.83	

2011-12 and 2012-13 COMMISSIONER AND CHECK WRITING FEES								
Check Writing Fees	Baseball		Basketball		Football		Soccer	
	<i># of home games on schedule</i>							
	>6	≤6	>6	≤6	>2	≤2	>3	≤3
<b>2011-12</b>	\$55.30	\$27.65	\$55.30	\$27.65	\$55.30	\$27.65	\$55.30	\$27.65
<b>2012-13</b>	\$55.85	\$27.93	\$55.85	\$27.93	\$55.85	\$27.93	\$55.85	\$27.93
	Volleyball		Softball		Wrestling			
	<i># of home games on schedule</i>							
	>4	≤4	>6	≤6	>3	≤3		
<b>2011-12</b>	\$55.30	\$27.65	\$55.30	\$27.65	\$55.30	\$27.65		
<b>2012-13</b>	\$55.85	\$27.93	\$55.85	\$27.93	\$55.85	\$27.93		
Commissioners' Fees	Baseball		Basketball		Football		Soccer	
	<i># of home games on schedule</i>							
	>6	≤6	>6	≤6	>2	≤2	>3	≤3
<b>2011-12</b>	\$82.32	\$41.16	\$55.30	\$27.65	\$55.30	\$27.65	\$55.30	\$27.65
<b>2012-13</b>	\$83.14	\$41.57	\$55.85	\$27.93	\$55.85	\$27.93	\$55.85	\$27.93
	Volleyball		Softball		Wrestling			
	<i># of home games on schedule</i>							
	>4	≤4	>6	≤6	>3	≤3		
<b>2011-12</b>	\$55.30	\$27.65	\$82.32	\$41.16	\$55.30	\$27.65		
<b>2012-13</b>	\$55.85	\$27.93	\$83.14	\$41.57	\$55.85	\$27.93		
<ol style="list-style-type: none"> <li>1. Tournaments do not count towards total number of home games. See the Regular Season Tournament Fee Schedule for details on Commissioner and Check Writing Fees.</li> <li>2. Fees listed cover changes to scheduled contests – no additional fees may be assessed.</li> </ol>								

**MILEAGE ALL SPORTS**

1. 2011-12 Mileage Rate:

All Sports except Football	Football
\$0.50/mile Subject to \$5 minimum per official	0-30 round trip miles –minimum mileage of \$5 per official 31-60 round trip miles - \$0.75/mile/per crew 61 or more round trip miles - \$0.50/mile/per crew

2. Playoff Mileage Rate (Baseball, Softball, and all Portland Local Associations): Associations assigned to State Championship playoff games hosted by schools they regularly service will receive mileage fees equivalent to what they receive from those schools during the regular season.
3. Minimum Mileage Payment: Officials shall receive a minimum mileage fee for \$5.00 per official per site. Any official working a double-header at the same location will receive a minimum of \$5.00 mileage fee. Any official working two contests at different locations on the same day will receive a minimum of \$10.00 mileage fee.
4. Total Mileage: Total number of mileage charged for any contest can be negotiated between the local association and school and may be adjusted in the event of unusual circumstances if necessary upon mutual agreement of local association and school.

**GAME FEE CANCELLATION POLICY**

1. All Sports

- a. If a commissioner is notified within the mutually agreed upon time frame prior to the contest, using three hours as a recommended guideline, the contest officials shall be paid no game fee, travel allowance, or per diem.
- b. If a commissioner was not notified by a school that a contest date was changed or cancelled with sufficient time to contact scheduled officials the officials shall be paid a full game fee plus all per diem and travel allowances.
- c. If a commissioner is not notified and officials are present to work a contest that was cancelled for reason related to an act of God including, but not limited to, power failures or hazardous road conditions, the officials shall be paid ½ game fee plus all per diem and travel allowances.
- d. If a commissioner is not notified and the contest begins but is terminated due to an act of God including, but not limited to, power failures or hazardous road conditions, the officials shall be paid the full game fee plus all per diem and travel allowances.

2. Baseball and Softball Addendum

- a. If a commissioner is not notified the following fees shall be paid:
- b. If the game is rained out after the officials arrive at the site but before the game starts the official shall be paid ½ game fees, all per diem and travel allowances.
- c. If the game is rained out but before sufficient innings are played to constitute a complete game the officials shall be paid ½ game fee, all per diem and travel allowances

## OSAA STATE CHAMPIONSHIP REIMBURSEMENT POLICY

The OSAA Executive Board sets the rate of reimbursement for officials' expenses during OSAA State Championship events. The following rates currently apply:

**MILEAGE:** All sports excluding Football - 90% of IRS Standard Mileage Rate on August 1, 2011. Football mileage rate is TBA.

**LODGING:** When the OSAA determines that lodging is necessary, complimentary rooms will be provided based on two officials per room. Corporate sponsorship agreements provide rooms at no cost to the OSAA. Therefore, if an official wishes not to share a room, there will be no reimbursement for lodging and he / she must make their own reservations.

**MEALS:** Any meal reimbursement will be based on the time of the assignment and must be confirmed by the OSAA staff prior to the game. Reimbursement is limited to \$8.00 for breakfast, \$10.00 for lunch, and \$15.00 for dinner. Receipts are not required for reimbursement.

### Officials' Expense Voucher

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

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

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Event: \_\_\_\_\_  
*(Be Specific)*

Officials Association: \_\_\_\_\_

Travel From: \_\_\_\_\_ City/home To: \_\_\_\_\_ City/site

TOTAL ROUND TRIP MILES: \_\_\_\_\_

Meals:  Breakfast  Lunch  Dinner \$ \_\_\_\_\_

(Receipts are not required for meal reimbursement)

Other (Receipt must be attached) \$ \_\_\_\_\_

Explain: \_\_\_\_\_

OREGON SCHOOL ACTIVITIES ASSOCIATION  
25200 SW Parkway Avenue, Suite 1  
Wilsonville, OR 97070  
Phone: 503-682-6722 FAX: 503-682-0960

For Office Use Only:

Acct: \_\_\_\_\_ \$ \_\_\_\_\_ Acct: \_\_\_\_\_ \$ \_\_\_\_\_

Date Paid: \_\_\_\_\_ Check #: \_\_\_\_\_ Total: \$ \_\_\_\_\_

## **OFFICIALS CERTIFICATION AND EDUCATION PROGRAM (OCEP)**

- 1) ***Principles of Officiating: New officials shall complete within their first three years of officiating a course or clinic approved by the OAOA Executive Board on basic Principles of Officiating. This requirement does not apply to officials certified by the OSAA in 2005-06 or prior; or any transfer official previously licensed or certified by a State High School governing body. Each local association conducts periodic certifying Principles Classes.***
- 2) ***Playoff Certification: Beginning in school year 2009-10 officials selected to officiate any OSAA State Championship or Playoff event shall have completed an OCEP Playoff Certification Clinic, or other camp, clinic or certifying procedure substantially equivalent and approved by the Executive Board of the OAOA in the applicable sport. Soccer officials who obtain USSF Level 8 certification meet their OCEP Playoff eligibility requirement.***
- 3) ***Playoff Five Year Recertification Requirement: Beginning with school year 2011-12 officials must be OCEP Playoff recertified every five years.***

## **RULES BOOKS AND REQUIRED UNIFORM**

The required uniform and required rules books for those who officiate Oregon high school contests are:

1. The OSAA will provide an annual list of the required books and manuals for those that officiate Oregon high school athletic contests.
2. The required uniform will be as outlined in NFHS/*OAOA* rules **and mechanics** publications. Deviations from the required uniform rules will be approved by the OSAA State Rule Interpreter **for each sport**.

## **OSAA PATCH**

1. Location:
  - a) Baseball: OSAA Patch shall be worn above left pocket area of **shirt/jacket**.
  - b) Basketball: OSAA Patch shall be worn above left pocket area of shirt.
  - c) Football: OSAA Patch shall be worn on left pocket area of shirt.
  - d) Soccer: OSAA Patch shall be worn above left pocket area of shirt.
  - e) Softball: OSAA Patch shall be worn above left pocket area of **shirt/jacket**.
  - f) Volleyball: OSAA Patch shall be worn above left pocket area of shirt.
  - g) Wrestling: OSAA Patch shall be worn on left sleeve of shirt just below shoulder.
2. An official shall wear the current OSAA Patch.
3. One OSAA Patch will be placed in each packet; additional OSAA Patches may be purchased.
4. Local association name, insignia or logo and/or the American flag may be worn on the officiating uniform with OSAA approval.
5. The OSAA Championship Official patch will be worn by each official selected to officiate final site State Championship tournaments.

## **HEALTH AND WELFARE**

1. Physical examinations for officials are not required but are highly desirable.
2. A program of personal fitness and conditioning at least four weeks prior to the season to be officiated is recommended as highly desirable for all officials.

## **RECIPROCITY**

1. A non-resident who wishes to certify in Oregon must first certify in that sport in the state in which he/she resides. If certification in his/her state involves a supervised examination, his/her certification fee will be waived, except for NFHS Officials Association membership, but he/she must follow all other certification procedures. If, however, his/her state does not require a supervised examination for certification, he/she will be required to pay the certification fee in Oregon and follow regular certification procedures.
2. For officials moving into Oregon who currently are certified in another state, no certification fee will be required, except for NFHS Officials Association membership and their certification will be honored in Oregon until the time of the next supervised examination for that sport if the state from which they moved required a supervised examination for certification.
3. Special permission shall be obtained from the **OSAA Executive Director** by any school that wishes to use officials who are not certified in Oregon.

## **ASSIGNMENTS**

1. The superintendent, assistant superintendent or high school principal has the authority to approve the selection of officials for all festivals, meets, contests and championships. State Championships selections shall be made by the commissioner with input from the schools.
2. All State Championships assignments shall be made by the commissioner or local association from which the official paid the original certification fee.
3. Member schools are required to use certified officials for baseball, basketball, football, soccer, softball, volleyball and wrestling. (NOTE: See Fee Schedule for exceptions.)
4. Officials for league, conference or district contests are to be obtained from Local Associations through assignment by Commissioner.
5. Requests by individual schools, leagues, or tournaments to use more officials than assigned to State Championship contests must be approved by the OSAA Executive Director prior to the event(s).
6. Member schools shall be assigned to Local Associations at all levels by the OSAA Office. Any member school wishing to change Local Association affiliation in any sport shall petition the OSAA Executive Director for permission. The member school shall provide a rationale for changing to a different Local Association.

## **STATE CHAMPIONSHIP CONTEST ASSIGNMENT PROCEDURES**

### **A. Individual Sport Assignments:**

- 1) Baseball: For all contests prior to the finals, host school is responsible to obtain officials from their assigned local association. OSAA office assigns local associations for final contests based on established rotations.
- 2) Basketball: For all rounds, including the final site, the OSAA office assigns associations according to established rotations.
- 3) Football: OSAA office assigns associations to all contests prior to the semi-finals and finals. For semi-finals and finals, the OSAA office assigns associations based on established rotations.
- 4) Soccer: For all rounds prior to the final site the OSAA office assigns associations according to established rotations. OSAA office assigns officials nominated by local associations to all final sites.
- 5) Softball: For all contests prior to the finals, host school is responsible to obtain officials from their assigned local association. OSAA office assigns local associations for final contests based on established rotations
- 6) Volleyball: For all rounds, including the final site, the OSAA office assigns associations according to established rotations.
- 7) Wrestling: For the final site, the OSAA office assigns officials according to established allocations. Assigned officials must appear on the State Tournament "Approved" Officials List.

### **B. Assignment Procedures – First Round Contests**

***Officials from local associations shall be assigned to cover the first round of all OSAA Championship games in team sports.***

- 1) ***Non-local associations shall be assigned to subsequent contests except Baseball and Softball. Local associations will be assigned OSAA Championship contests up to the Championship final.***
- 2) ***Any local association servicing more than 20 schools during the regular season shall be considered a non-local association.***

## **OSAA EXECUTIVE BOARD POLICY** (Excerpt 2011-2012 OSAA Handbook, Executive Board Policies)

### **14. Concussion Management**

Any athlete 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 contest, or any other athletic contest *or practice* on that same day. ***In school districts which have the services of an athletic trainer registered by the Oregon Board of Athletic Trainers, that athletic trainer may determine that an athlete has not exhibited signs, symptoms, or behaviors consistent with a concussion, and has not suffered a concussion, and return the athlete to play.*** Until an athlete 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 athlete shall not be permitted to return to athletic activity. ***Athletic trainers may also work in consultation with a Health Care Professional in determining when an athlete is able to return to play following a concussion.*** (Fall 2011)

### **19. Ejection Policies – Coach Ejected; Contest Forfeited**

If a coach is ejected from a contest and that contest is forfeited, such incident must be reported to the OSAA office by the schools involved and also by the contest officials. If a coach is ejected and the game is not forfeited, it is the school's responsibility to be certain that any such person who ***assumes*** the coaching responsibilities in such a situation meets the requirements of ***the OSAA and*** that school district.

### **20. Ejection Policies – Ejected Player or Coach**

- A. If a player or coach is ejected by an official, both the athletic director of the school of the ejected player/coach and the commissioner of officials shall notify the OSAA by facsimile of the ejection by the next workday. Ejected coaches must leave the contest immediately and shall ***remain out of "sight and sound" of the team*** for the duration of that contest. It shall be the responsibility of the school to disallow the ejected player or coach from participating during the period of suspension specified in the Regulations, regardless of whether written notification has been received by the school from the commissioner of officials. Should an ejected player participate or an ejected coach remain within "sight and sound" of the team during the period of suspension specified in the Regulations, and no appeal is pending, that action shall be considered use of an ineligible participant and shall result in forfeiture of that contest and other penalties as determined by the Board. (Revised Fall 2005)
- B. Additional requirements regarding an ejected coach: In addition to the requirements previously listed in this policy, an ejected coach shall be required to complete the online NFHS course, "Teaching and Modeling Behavior", within seven calendar days of the school being provided a license to take the course by the OSAA. Should a coach fail to complete the course requirement within the time limit stipulated in this policy, the ejection suspension shall be reinstated and the coach shall be ineligible to coach until the requirement has been fulfilled. Should an ejected coach remain within "sight and sound" of the team during the reinstated period of suspension specified in the Regulations, and no appeal is pending, that action shall be considered use of an ineligible participant and shall result in forfeiture of that contest and other penalties as determined by the Board. (Revised Fall 2009)
- C. Appeal Process: If the principal or the Athletic Director of the ejected coach/player and the commissioner of officials agree that the suspension should be set aside, the principal may appeal to the Executive Director within 48 hours of the ejection to set aside the next game suspension portion of the penalty. Unless the commissioner agrees that the suspension should be set aside, the appeal must be denied by the Executive Director. If the Executive Director denies an appeal, that denial may be appealed to the Executive Board, which shall hear the appeal at its earliest convenience and issue a final ruling. Implementation of the next game suspension may be postponed during the time that an appeal is pending. (Revised Fall 2002)

### **21. Ejection Policies – Fines**

- B. Schools shall be assessed fines for ejections within specific sports programs. Each sport (i.e., Football, Boys Basketball, Softball) shall be tracked as separate and distinct for the purpose of calculating fines. When the first participant or coach in a sport is ejected, the school that the participant or coach is representing shall be

assessed a \$50 fine by the Executive Board. A second ejection in the same sport during the same season shall result in the assessment of a \$100 fine, and each ejection thereafter in that sport during that season shall result in a fine to be increased by \$50 increments for each ejection without limitation.

1) EXCEPTION: The fine for an ejection in the last contest of the season shall be increased by \$100 over the standard fine for the offense. *(Revised December 2007)*

2) EXCEPTION - Soccer Player: A soccer player who is disqualified because he or she “deliberately handles a ball to prevent it from going into the goal” shall not be subject to the fine specified in this and other OSAA ejection policies, but shall be subject to the specified suspension.

C. A school receiving five or more ejections during one school year shall be required to attend a sportsmanship training class and submit a written Plan of Correction to the Executive Board, including timelines for implementation of the Plan. *(Revised Fall 2002)*

## 22. Ejection Policies – Multiple Ejections of Individual

A second ejection for an unsportsmanlike act during the same sport season will result in a two-game suspension. A third ejection for an unsportsmanlike act during the same sport season will result in disqualification from further participation in that sport during that sport season. *(Fall 1999)*

## 23. Ejection Policies – Physical Contact with Official

Physical contact between a coach/player and an official shall be considered a gross act of unsportsmanlike conduct. The offending coach/player shall be immediately ejected from the contest, shall be suspended as provided in the Regulations and may be required to satisfy other requirements as prescribed by the Board. Both the athletic director of the school of the offending coach/player and the commissioner of officials shall notify the OSAA by facsimile of the incident by the next workday. In addition, the school shall be fined and may receive other penalties as determined by the Board, and an administrator and the coach/player shall be required to appear before the Executive Board at the next scheduled meeting. *(Revised February 2011)*

## 34. Fall Sports Practice Model

During the fall sports season each year, all student-athletes are required to adhere to the following practice regimen.

### General Procedures:

- A. Someone within the program shall be designated as the person who will take the steps necessary to determine and record the heat index for your area prior to each time period that you will be conducting practice sessions. Depending on practice schedules, it is possible that the designated person will have to record the heat index multiple times on the same day.
- B. Within one hour of the practice time, the designated person shall utilize the Heat Index Calculator located on the OSAA website at [www.osaa.org/heatindex/](http://www.osaa.org/heatindex/) to determine the heat index.
- C. The designated person shall record the calculated heat index number from the OSAA Heat Index Calculator on the Heat Index Record provided by the OSAA. A separate Heat Index Record sheet shall be kept for each fall sport at each level. Practice modifications, as necessary, shall also be recorded on the Heat Index Record [www.osaa.org/forms/HeatIndexRecord.pdf](http://www.osaa.org/forms/HeatIndexRecord.pdf).
- D. The Heat Index Record shall be completed and a copy maintained at the school for inspection at the request of the OSAA.

### Sport-Specific Procedures:

#### A. Football –

- 1) Practice Requirements
  - a) Schools may conduct multiple on-field practice sessions but student-athletes shall not engage in more than five hours of on-field practice activities each day.
  - b) Within one hour of the start of practice, schools must determine the heat index for their area.
  - c) When the heat index is 95 or above, each practice session will be a maximum of three hours in length and there must be at least three continuous hours of recovery time between the end of the first practice and the start of the next practice that day. During this recovery time, student-athletes may not engage

in other physical activities (e.g., weight training, conditioning, 7-on-7). Total on-field practice time combined may not exceed five hours.

- d) During the first three days of practice, helmets and shoulder pads shall be the only pieces of protective equipment student-athletes may wear.
  - e) Beginning on day four, student-athletes may participate in full pads.
- 2) An individual shall become eligible to participate in a jamboree or interscholastic contest after completing a minimum of nine days of actual on-field practice.
  - 3) All practices shall allow for water breaks and general acclimatization to hot and / or humid weather.
- B. Cross Country, Soccer, Volleyball –
- 1) Practice Requirements
    - a) Schools may conduct multiple on-field / court practice sessions but student-athletes shall not engage in more than five hours of on-field / court practice activities each day.
    - b) Within one hour of the start of practice, schools must determine the heat index for their area.
    - c) When the heat index is 95 or above, each practice session will be a maximum of three hours in length and there must be at least three continuous hours of recovery time between the end of the first practice and the start of the next practice that day. During this recovery time, student-athletes may not engage in other physical activities (e.g., weight training, conditioning). Total practice time combined may not exceed five hours.
  - 2) All practices shall allow for water breaks and general acclimatization to hot and / or humid weather. *(May 2005)*

### 36. Football – Artificial Limbs

Any school that has a student with an artificial limb who wishes to participate in football must arrange to have an orthopedic surgeon, the OSAA attorney and the Executive Director meet with the athlete, parents and representatives of the school. Using the criteria established by the National Federation as a guideline, a determination will be made on a case-by-case basis concerning the legality and suitability of wearing an artificial limb while participating in football.

### 37. Football – Cleats

In addition to the unsportsmanlike conduct penalty (15 yards) specified by the National Federation Rules Book, a player who wears illegal cleats in excess of 1/2" in length shall be disqualified for the remainder of the contest.

### 38. Football – 45-Point Rule / Alternative Plan / Running Clock

- A. Each 6A, 5A, 4A, 3A, 2A, 1A classification shall report to the OSAA which of the following three options listed in B has been adopted by the classification to address football games in which one team leads by 45 or more points at halftime. 1A classification is limited to options one and three. The selected option shall apply to all levels (varsity, JV, sophomore and frosh). The selected option shall remain from year to year until the classification notifies the OSAA of a change. *(Revised Fall 2008)*
- B. **For** non-league contests, the option adopted by the athletic district of the host school shall be followed. **For** Football State Championship games, the ***option adopted by that classification shall be in effect.***
  - 1) **Option 1: 45-Point Rule.** A football game is terminated if either team leads by 45 points or more at halftime or at any time thereafter.
  - 2) **Option 2: Alternative Plan.** A completed "Varsity Football 45-Point Alternative Plan Report" shall be submitted to the District Committee of the winning school by each school involved in any game with a final point differential of 45 points or more.
    - a) The Reports must be received by the District Committee prior to the winning school's next contest or within seven days of the contest in question. If the losing school agrees there was no effort to run up the score, there shall be no action by the Committee, except to forward a copy of the forms to the OSAA office. If the losing school reports that the winning school did run up the score, the Committee shall consider the matter within 10 days and send a complete report to the OSAA office.

- b) If a majority of the members of the District Committee agree that the winning school did run up the score, the Committee shall meet with the winning school's administration and coach to seek solutions that will prevent the same from happening in the future.
  - c) A second offense of running up the score by a school during the same season shall be reported to the OSAA Executive Board. In the event that a school is found by the Board to have run up the score a second time during the same season, the school shall be subject to any of the penalties set forth in Rule 5 as determined by the Board.
- 3) Option 3: Running Clock. If the point differential occurs at halftime or any time thereafter, a running clock shall be used. The running clock shall be started with the ready-for-play signal from the official. Once the running clock is started, it shall be stopped only for the following reasons:
- a) For measurement of a possible first down.
  - b) For a player who appears to be injured.
  - c) For unusual heat or humidity which may create a health risk to players.
  - d) For a coach / referee conference concerning the misapplication of a rule.
  - e) When a TV / radio time out is granted.
  - f) For a one-minute intermission between the third and fourth periods and following a try, successful field goal, or a safety.
  - g) A team time out is granted.
  - h) When a team attempts to conserve or consume time.
  - i) Any unusual circumstances (dog on field, etc.).

*(Revised June 2007)*

### 39. Football – League Playoff Prohibition

Leagues shall not use on-the-field procedures such as the "Kansas Plan" to break ties in league football standings at the end of the regular season. Each league shall develop its own standard operating procedure for resolving league ties off the field.

*(Fall 1999)*

### 45. Inclement Weather

- A. If there is inclement weather, the superintendents, or their representatives, of the schools involved shall confer, and if it is determined that conditions are not safe, the contest shall be postponed to be played at a later date. The contest is to be played only if it has a bearing on the representative(s) in that sport to the state championships.
- B. If a state championship contest is involved, the OSAA **staff** shall take jurisdiction and make any decision rather than the schools involved.

### 47. Interrupted Contests

Following is the policy concerning interrupted athletic contests. NOTE: For state championship final games, the OSAA **staff** shall take jurisdiction and make any decisions rather than the schools involved.

#### A. Baseball.

*(Fall 2008)*

- 1) For darkness and/or weather:
  - a) If fewer than 4 and 1/2 or 5 innings have been played, the game shall be replayed in its entirety. **NOTE: The contest shall be continued from the point of interruption in any OSAA State Championship playoff game.** *(February 2011)*
  - b) If 4 and 1/2 (home team ahead) or 5 innings have been played and the score is not tied, the contest is declared an official game.
  - c) If play has gone beyond five full innings, teams have had an equal number of completed turns at bat and the score is tied, the game is declared no contest and must be completely replayed. **NOTE: The contest shall be continued from the point of interruption in any OSAA State Championship playoff game.** *(February 2011)*

- d) If play has gone beyond five full innings and is called when the teams have not had an equal number of completed turns at bat, the score shall be the same as it was at the end of the last completed inning, unless the home team in its half of the incomplete inning, scores a run (or runs) which equals or exceeds the opponent's score, in which case, the final score shall be recorded when the game is called. If the score was tied at the end of the last completed inning, the game is declared no contest and must be completely replayed. **NOTE: The contest shall be continued from the point of interruption in any OSAA State Championship playoff game. (February 2011)**
  - e) If the two schools mutually agree or if there is an athletic district policy, the game need not be replayed if it has no bearing on state championship representation.
- 2) For other reasons, among which include light failure, sprinkler system, etc., the contest shall continue from the point of interruption unless the teams mutually agree otherwise or there are athletic district rules that apply.
- B. Basketball. Contest shall be continued from point of interruption unless the teams mutually agree otherwise or there are athletic district rules that apply.
- C. Cross Country. Contest shall be continued from point of interruption unless the teams mutually agree otherwise or there are athletic district rules that apply. If the contest does continue, and the interruption occurred during a race, that race shall be re-run.
- D. Football. Contest shall be continued from point of interruption unless the teams agree to terminate the game with the existing score, or there are athletic district rules that apply.
- E. Golf. Contest shall be continued from point of interruption. In accordance with the game rules, it should, if feasible, be discontinued after completion of play on a hole. If not feasible, each player shall lift his/her ball after marking the spot on which it lies. Play will resume from that spot unless teams mutually agree otherwise or there are athletic district rules that apply.
- F. Soccer. Contest is declared official if at least one complete half of game has been played. If less than one-half of game has been played, it is declared "no contest" and is completely replayed unless two teams mutually agree otherwise or there are athletic district rules that apply.
- G. Softball. (Fall 2008)
- 1) For darkness and/or weather:
    - a) If fewer than 4 and 1/2 or 5 innings have been played, the game shall be replayed in its entirety. **NOTE: The contest shall be continued from the point of interruption in any OSAA State Championship playoff game. (February 2011)**
    - b) If 4 and 1/2 (home team ahead) or 5 innings have been played and the score is not tied, the contest is declared an official game.
    - c) If play has gone beyond five full innings, teams have had an equal number of completed turns at bat and the score is tied, the game is declared no contest and must be completely replayed. **NOTE: The contest shall be continued from the point of interruption in any OSAA State Championship playoff game. (February 2011)**
    - d) If play has gone beyond five full innings and is called when the teams have not had an equal number of completed turns at bat, the score shall be the same as it was at the end of the last completed inning, unless the home team in its half of the incomplete inning, scores a run (or runs) which equals or exceeds the opponent's score, in which case, the final score shall be recorded when the game is called. If the score was tied at the end of the last completed inning, the game is declared no contest and must be completely replayed. **NOTE: The contest shall be continued from the point of interruption in any OSAA State Championship playoff game. (February 2011)**
    - e) If the two schools mutually agree or if there is an athletic district policy, the game need not be replayed if it has no bearing on state championship representation.
  - 2) For other reasons, among which include light failure, sprinkler system, etc., the contest shall continue from the point of interruption unless the teams mutually agree otherwise or there are athletic district rules that apply.

- H. Swimming. Contest shall be continued from point of interruption unless teams mutually agree otherwise or there are athletic district rules that apply.
- I. Tennis. Match shall be continued from point of interruption. NOTE: Previous set(s), game(s), score of game and previous occupancy of courts shall hold unless teams mutually agree otherwise or there are athletic district rules that apply.
- J. Track and Field. Contest shall be continued from point of interruption unless teams mutually agree otherwise or there are athletic district rules that apply. NOTE: If contest was interrupted during a running event, the event shall be repeated.
- K. Volleyball. Any match interrupted because of power failure or unforeseen circumstances shall be resumed from the point of interruption unless athletic district rules apply otherwise. If resumed, the score and lineup shall be the same as they were at the time of interruption.
- L. Wrestling. Contest shall be continued from point of interruption unless teams mutually agree otherwise or there are athletic district rules that apply.

#### 48. **Lightning Safety Guidelines** (From "NFHS Sports Rules Books")

The purpose of these guidelines is to provide a default policy to those responsible for making decisions concerning the suspension and restarting of contests based on the presence of lightning.

##### Proactive Planning:

- 1) Assign a staff member to monitor local weather conditions before and during events.
- 2) Develop an evacuation plan, including identification of appropriate nearby shelters.
- 3) Develop criteria for suspension and resumption of play:
  - a) Recognition. When thunder is heard, or a cloud-to-ground lightning bolt is seen, the thunderstorm is close enough to strike your location with lightning. Suspend play and take shelter immediately.
  - b) Thirty-minute Rule. Once play has been suspended, wait at least 30-minutes after the last thunder is heard or flash of lightning is witnessed prior to resuming play.
  - c) Any subsequent lightning or thunder after the beginning of the 30-minute count should reset the clock and another 30-minute count should begin.
- 4) Hold periodic reviews for appropriate personnel.
- 5) For more detailed information, refer to the "Guidelines for Lightning Safety" contained in the NFHS Sports Medicine Handbook. *(Revised Fall 2009)*

#### 52. **Non-Discrimination Policy**

- A. The Oregon School Activities Association does not discriminate on the basis of race, color, religion, sex, sexual orientation, national origin, marital status, age or disability in the performance of its authorized functions, and encourages its member schools, school personnel, participants and spectators to adopt and follow the same policy.
- B. In the event any party believes that he / she has been subjected to discrimination by the OSAA or its agents, a written complaint may be submitted to the Executive Board, describing the circumstances of the discriminatory acts and the relief requested. The Executive Board shall schedule a date for a hearing as soon as reasonably possible. The hearing shall be conducted in executive session unless the Executive Board determines that there are in its judgment good reasons to conduct the hearing otherwise. The Executive Board shall make a determination as to the validity of the complaint and take such action as it deems appropriate to remedy any discrimination that is found to exist. The decision of the Executive Board may be appealed to the State Superintendent of Public Instruction under OAR 581-021-0049.

#### 53. **Officials – Background Checks**

- A. All officials who wish to be certified by the OSAA shall submit to a background check that will determine whether they have engaged in any Prohibited Conduct. Any denial of certification as a result of this screening may be waived or modified by the OSAA Executive Board in individual cases if it determines in its sole discretion that there exist circumstances justifying such a waiver or modification.
- B. Cost of this background check shall be included in the cost of certification for the official. *(Revised Fall 2006)*

#### 54. Officials – Certified Requirement

- A. General requirement. Member schools shall secure certified officials from officials' associations that have been recognized and certified by the OSAA for all interscholastic activities requiring those officials. EXCEPTION: Any request for an exception to this policy must receive the approval of the Executive Director. Exceptions shall be considered only when adherence to this policy presents a financial hardship to the school or when the local officials' association is unable to service the member school. Any out-of-state official used under this exception in a contest in Oregon shall represent an association whose commissioner was an attendee at the OSAA Rules Interpreters' Clinic for that year.

OSAA certified officials are required for all sanctioned activities at the varsity and junior varsity levels including jamborees. EXCEPTION: OSAA certified officials are required in baseball and softball at the varsity level only.

Schools, leagues and tournaments are limited to using a maximum of the quantity of officials assigned to State Championship contests unless written permission to exceed that quantity is received from the OSAA Executive Director prior to the event(s).

Schools have the responsibility to request permission from their local associations to use non-certified officials at sub-varsity contests where certified officials are not required.

- B. Quantity requirements. See Officials Fee Schedule for additional information.

- 1) Baseball. Two officials are required at the varsity level. One umpire may be used in an emergency situation only. Sub-Varsity: Two officials should be assigned, but one official may be assigned at the rate of 1-1/3rd the "per official fee" rounded up to the nearest \$0.50 cents.
- 2) Basketball. Two officials are required at the varsity and junior varsity levels. One referee may be used in an emergency situation only. JV2 and Freshman: Two officials should be assigned, but one official may be assigned at the rate of 1-1/3rd the "per official fee" rounded up to the nearest \$0.50 cents.
- 3) Football. Five officials are required at the varsity level at the 6A and 5A classifications. Five officials are recommended but at least four are required at the varsity level at the 4A, 3A, 2A and 1A classifications. Four officials are required at the junior varsity and sophomore levels at the 6A and 5A classifications. Four officials are recommended but at least three officials are required at the junior varsity and sophomore levels at the 4A, 3A, 2A, and 1A classifications. A minimum of three officials should be assigned at the freshman level at all classifications. *(Revised Fall 2006)*
- 4) Soccer. Two officials are required at the varsity and junior varsity levels. One referee may be used in an emergency situation only.
- 5) Softball. Two officials are required at the varsity level. One umpire may be used in an emergency situation only. Sub-Varsity: Two officials should be assigned, but one official may be assigned at the rate of 1-1/3rd the "per official fee" rounded up to the nearest \$0.50 cents.
- 6) Volleyball. Two officials are required at the varsity and junior varsity levels. One referee may be used in an emergency situation. JV2 and Freshman: Two officials should be assigned, but one official may be assigned at the rate of 1-1/3rd the "per official fee" rounded up to the nearest \$0.50 cents.
- 7) Wrestling. An official is required at the varsity and junior varsity levels. *(January 2005)*

#### 55. Officials – Host School Responsibilities

A game manager shall be designated by the host school for all varsity contests in sports that use certified officials, and is recommended for contests at all levels. A member of the coaching staff of the home team is not eligible to serve as game manager during a contest at which he or she is coaching. The game manager shall wear easily recognizable identification, and shall be responsible for:

- 1) Designating reserved parking for officials as close as possible to the contest site;
- 2) Designating dressing facilities for officials where available if requested by the commissioner of the Local Association providing the officials;
- 3) Monitoring and responding to inappropriate crowd conduct during and after the contest; and
- 4) Providing an escort to the designated dressing facilities or vehicle for officials following each contest unless that offer is declined. *(Fall 2008)*

## 56. Officials – Minimum Conflict of Interest Standards (Varsity Only)

- A. *Local associations shall adopt a written Conflict of Interest policy to include, but not limited to, the following provisions:*
- 1) *Unless the athletic directors of the schools involved in the contest and the assigning commissioner agree, no official shall be assigned to a varsity contest if:*
    - f) *The contest involves a school currently attended by the official's child or step-child.*
    - g) *The contest involves a school at which the official or a member of his/her immediate family\* is a current employee or coach.*
    - h) *An immediate family\* member of the official is a team member of one of the involved teams.*
    - i) *The contest involves a school from which the official has graduated within the last four years.*
    - j) *There are other factors or relationships between the official and a participating school that, in the judgment of the commissioner or the official, might give rise to the appearance of a conflict of interest.*
  - 2) *Associations are free to adopt additional more restrictive standards if appropriate.*
- B. *\*Definition of "immediate family" as used in this policy: Spouse, parents and grandparents, children and grandchildren (including adopted and step), brothers and sisters, mother and father-in-law, brother and sister-in-law, daughter and son-in-law. (Fall 2011)*

## 67. Sportsmanship – Criticism of School Representatives or Officials

- A. It shall be considered an act of unsportsmanlike conduct if school representatives (coaches, administrators, player or other school personnel) make comments to the media that criticize or disparage the officiating of any contest. Whether or not a violation occurred and the appropriate penalty shall be determined by the school, which employs the school representative.
- B. It shall be considered an act of unsportsmanlike conduct if officials or commissioners make comments to the media that criticize or disparage school representatives. Whether or not a violation occurred and the appropriate penalty shall be determined by the Local Association to which the official or commissioner belongs. (Fall 2007)

## 68. State Championships – Adopted Ball

The OSAA shall require that the officially adopted ball for that sport be used in all state championship contests, first round through final sites.

### A. State Championship Contests at Home Sites.

- 1) Team sports (other than football).
  - a) Procedure. Officials shall confirm that the game balls provided by the home team are the officially adopted balls. If the home team does not have the officially adopted ball, officials shall inquire if the visiting team has the officially adopted ball, and use them if they are available. If neither team has the officially adopted ball, the contest shall be played, and officials shall report the violation by the host school to the OSAA.
  - b) Penalty. If no officially adopted balls are available for use at an OSAA state championship contest, the host school shall be subject to fines, forfeiture and/or other penalties as determined by the OSAA **Executive** Board.
- 2) Football.
  - a) Procedure. Officials shall confirm that both teams use the officially adopted ball. If either team uses balls that are not the officially adopted balls, the contest shall be played, and officials shall report the school or schools in violation to the OSAA.
  - b) Penalty. A school, which is found to have used a non-adopted ball in an OSAA state championship contest, shall be subject to fines, forfeiture and/or other penalties as determined by the OSAA **Executive** Board.

- B. State Championship Contests Administered by OSAA Staff. Officially adopted balls shall be provided by OSAA staff administering the contests if needed. *(Fall 2010)*

**82. Taunting Policy**

OSAA upholds sportsmanship in all interscholastic activities and expects its member schools to deal swiftly and firmly in addressing taunting. Taunting is any behavior, which is intended or designed to embarrass, ridicule or demean. In all interscholastic activities, school personnel, game officials, and coaches are to enforce and follow the regulations described in the current National Federation Rules Books.

**83. Tobacco Use By Coaches and Officials**

- A. The use of tobacco products by contest officials at interscholastic events in Oregon is prohibited.
- B. If a contest official is reported to be using a tobacco product during an interscholastic event that contest official is subject to having his / her certification as an official invalidated.
- C. It also is strongly recommended that local school districts prohibit members of their coaching staffs from using tobacco products at any time the coach is involved in coaching, be it a practice or a contest.