

OISRAN Board Action
September 13, 2022
By email vote

The OISRAN Board of Directors approved the attached Policies and Race Rules by email vote.

Signature of Secretary *virginia martin* Date Sept. 13, 2022

OREGON INTERSCHOLASTIC SKI RACING ASSOCIATION NORDIC POLICIES
(September 2022)

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1. Policy on Selection of the Board of Directors

1.1. Overview of the Election Process

In compliance with the OISRAN Bylaws, nominees for the Board of Directors are elected by the voting members prior to the Annual Meeting held in the spring each year. Directors will serve two-year terms, which are staggered; and there is no limit to the number of terms, successive or otherwise, a director may serve. Two board members (Positions 1 and 2) will be affiliated with Southern League; two board members (Positions 3 and 4) will be affiliated with Northern League; and one board member (Position 5) will be affiliated with Mt. Hood League. Each spring the Leagues select nominees for the open Board positions. The nominees' names are placed on a ballot, and the full membership of OISRAN votes for the Board members, using that ballot.

1.2. Nomination of Candidates for the Board of Director

1.2.1. Nomination of candidates for the Board of Directors may be made by any voting member, League official, Board director, or OISRAN officer

1.2.2. In compliance with Article IV, Section 3 A of the Bylaws, nominees for Board of Directors must be affiliated with a league or a team, as a coach, advisor, parent, or volunteer.

1.2.3. A call for nominations will be sent by the Executive Director to League Presidents no less than 28 days prior to the annual Spring Board meeting. The call for nominations may be sent by mail, email or other means that will reach all League Presidents. Email will be used in most cases. The call for nominations must include the deadline for submissions.

1.2.4. Each League President must contact the nominee from their league to confirm that, if elected, they consent to serve as a member of the Board of Directors. No nominee will be included on the ballot without his or her written consent to be a nominee.

1.2.5. Each League President will decide a process for selecting the designated nominee to fill the allotted open position on the Board and will send the Executive Director, in writing, the nomination from their League 14 days prior to the annual Spring Board meeting. The League President will include the name, telephone number, and email address of the League's nominee.

1.3. Election by Ballot

1.3.1. Nominees will be voted on by written ballot as provided for in the Bylaws, unless the Board expressly approves another legal method prior to delivery of ballots.

1.3.2. Ballots will be delivered by email or mail to each voting member no less than 10 days prior to the annual Spring Board meeting.

1.3.3. The ballot shall include

- The number of open positions
- First and last names of all confirmed nominees

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- The number of responses needed to meet quorum requirements: a majority (50% plus one) of the then current number of votes allowed to the voting members.
- The affirmative vote of at least a majority of the votes allowed to the voting members who voted by written ballot.
- Instructions for delivery of completed ballots, which may include email, mail, or hand-delivery.

1.4. Tabulation of Votes

1.4.1. Votes shall be counted by the Executive Director and be verified by the current Board president. If any discrepancies are discovered, the Executive Director and Board President shall investigate with the goal of ensuring that each voting member's votes are accurately obtained and counted. In the event of any dispute, the Board President may appoint a committee of disinterested Board Members to review the votes, verify the count and conduct any investigations necessary.

1.5. Announcement of Results

The results of the vote for nominees to the Board of Directors will be announced at least 7 days prior to the annual Spring Board meeting by the Executive Director.

2. Duties of OISRAN Directors and Officers

2.1. In addition to the authority and responsibilities of the Board of Directors as described in the OISRAN Bylaws (Article V, Section 1), any actions taken by members of the Board of Directors on behalf of the OISRAN shall be reported in writing within three days to the full Board. Significant actions or expenditures require that the entire Board of Directors has granted such authority to the director or officer.

2.2. The affirmative vote of a majority of the entire Board of Directors at a properly called meeting, at which a quorum is present, is necessary and sufficient, to make, alter, amend or repeal OISRAN Policies.

- Proxy voting is not allowed for Board business.

2.3. Proposals for changes to the OISRAN Policies or Bylaws may be initiated by a head coach, an OISRAN Board member, or the OISRAN Executive Director. Such proposals shall be submitted in writing to the Executive Director.

2.4. Some specific duties that are the Board members' responsibilities:

- Decides amounts for OISRAN fees and dues.
- Interprets organization policies and race rules that are adopted by the Board
- Is responsible for keeping the Leagues informed of any actions or concerns, which may arise.
- Is an oversight committee for the State Championships (See Policy 41.4 and Appendix D)

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- Provides oversight for League race schedules
- Approves teams that belong to each League.
- Gives instructions to the Executive Director for carrying out the daily operations of the organization.
- Reviews League budgets
- Amends OISRAN Policies and OISRAN Race Rules.
 - Unanimous consent of the Board is required to have discussion of changes to the OISRAN Policies or OISRAN Race Rules for Board consideration during the Participatory Season. Preferred process of amending OISRAN Policies and Race Rules is for the Board to discuss proposals sent to them from the OISRAN Policy and Rules Committee.
- Hires staff or help to operate in compliance with state and federal laws.
- Elects the OISRAN President, the OISRAN Vice-president, and Liaisons for each League from the members of the Board
- Elects the OISRAN Board Secretary and Board Treasurer. These officers need not be members of the Board.
- Processes appeals against the decision of the Technical Delegate or jury for the State Championships.

3. Duties of the Executive Director

- 3.1. Act on instructions of the Board.
- 3.2. Be responsible for the daily operations of the OISRAN, while independently interpreting the organization's policies and race rules.
- 3.3. Present a report of "operational information" to the President and/or Board as requested.
- 3.4. Keep a record of expenses, activities and actions.
- 3.5. Communicate and liaise with the OISRAN legal representatives on issues that are relative to the welfare of the OISRAN.
- 3.6. Handle all hardship requests and ensure that student eligibility criteria are being followed.
- 3.7. Prepare reports for the Board when necessary.
- 3.8. Communicate with school districts and schools regarding the sanctioned activities and policies of the OISRAN.
- 3.9. General contact with insurance carrier and notification to insurance carrier of any potential claims.
- 3.10. Communicate with sponsors to encourage their continued support.
- 3.11. Research and prepare "white papers" on issues the Board chooses to discuss and debate.
- 3.12. Prepare requests, reminders, instructions, etc. to League liaisons for any information the Board wants to send to coaches.

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- 3.13. Periodically review the OISRAN website to notify Leagues or Teams if information found is outdated or inaccurate.
- 3.14. The Executive Director can appoint temporary non-board members to serve on non-board committees that help facilitate the research and preparation of information for the Board.
- 3.15. Sign contracts as directed by the OISRAN Board of Directors.

4. Duties of the Administrative Officer

- 4.1. Communicates with online registration provider, parents, and coaches regarding the online registration process. Creates reports from registration data when requested. Processes refunds.
- 4.2. Annually, review waiver forms and other documents that are signed by coaches, parents, and students when they register online. Communicates with attorney for creating and updating forms.
- 4.3. Receives school agreement forms and keeps them on file.
- 4.4. Orders coaches' training courses and keeps tracking system for courses completed.
- 4.5. Sends coaches reminders about registration details.
- 4.6. Orders Background checks.
- 4.7. Keeps list of registered coaches, team administrators, league officials and their email addresses.
- 4.8. Website maintenance for information about registration and forms.
- 4.9. Calculates League Allotments for the State Championships if League Allotments are required.

5. Membership

5.1 Definition of membership: The Oregon Interscholastic Ski Racing Association Nordic members are "OISRAN certified coaches who are designated head coaches for at least one full team comprised of a minimum of three members of the same gender who are enrolled at the same high school."

- "Designated Head Coaches" are defined as OISRAN certified coaches who meet the requirements listed in [Policy #7.2](#) below for "head coaches."
- "High Schools" are defined as schools that meet the following criteria:
 - Sign one of the following OISRAN School Agreement Forms (School Agreement Forms are located on the OISRAN website):
 - 1) Agreement #1 OISRAN Represented Schools Agreement states that OISRAN sanctioned activities are approved interscholastic activities [May use "High School" (HS) as part of the name of the team] –OR-
 - 2) Agreement #2 OISRAN Permission to Use the School Name states that even though the OISRAN activities are independent from and receive no funding, services, or

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supervision from the school or school district, the OISRAN team has permission to use “High School” (HS) as a part of the name of the team] –OR-

3) Agreement #3 OISRAN Restricted Use of the School Name states that the team does not have permission to use the school name, colors or mascot. [Can use the name of a town and then add something like “Team 1”, “Team 2”, etc. after the town name to form names for these teams.]

5.2. Membership is defined within leagues: A designated head coach will be a member of the OISRAN Southern League, Northern League, or Mt. Hood League.

5.3. Voting Members: The OISRAN voting members shall be comprised of OISRAN certified coaches who are designated head coaches for at least one full team comprised of a minimum of three members of the same gender who are enrolled at the same high school.

- The Head Coach may be designated by a school, a parent group, or a community club.
- All students enrolled at the same high school must have the same designated Head Coach.
- The high school must meet the criteria in the definition above (Policy #5.1)
- Each designated Head Coach shall have one vote for each school where students on a full team are enrolled.
- Proxy voting is not allowed for membership voting.

5.4. Associate Members

- Associate members are non-voting members.
- Associate members shall be comprised of designated head coaches that coach ONLY teams comprised of two or less racers of either gender.
- OISRAN Helper Coaches who work under the supervision of a designated head coach are associate members.
- OISRAN Certified Coaches who are not designated head coaches for a team are associate members.
- OISRAN Guest Coaches are associate members.

6. Dues and Fees

6.1. OISRAN Annual Membership Dues are determined annually by the OISRAN Board of Directors.

6.1.1. Dues for full member coaches and for associate member coaches will be different amounts.

6.1.2. The fees for associate member coaches will be at least \$5 to cover handling fees for on-line registration.

6.1.3. All Certified Coaches must pay the same membership dues as a full member coach, even though some certified coaches are associate members and do not have voting rights.

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6.1.4. Full Member and Associate Member coaches must pay annual membership dues before they can supervise students or participate in sanctioned OISRAN activities.

6.1.5. OISRAN membership dues are non-refundable.

6.2. Individual Racer Participation Fees

- The OISRAN individual participation fees are determined annually by the Board of Directors.
- Racers must pay OISRAN individual racer participation fees before they are eligible to train or compete.
- Individual racer participation fees are non-refundable, unless approved by the Administrative Officer.

6.3. Payment of Dues and Fees: ALL dues and fees are paid to the OISRAN State Treasurer.

7. Coaches and Volunteers

7.1. Definition and Requirements for OISRAN Certified Coaches

Any adult working in an unsupervised capacity with OSIRA skiers must be an OISRAN Certified Coach. An OISRAN Certified Coach must be present at all OISRAN sanctioned events. OISRAN Certified Coaches are required to:

- Have had a criminal background check by OISRAN every three (3) years, refer to [Section 7.6](#).
- Report to OISRAN any criminal conviction, pleadings, or any charge against them associated with the crimes listed in ORS 342.143 or any other serious crimes.
- Register online, which includes agreeing to abide by the OISRAN Coaches' Code of Ethics listed in Appendix A; agreeing to use "Good Practices" as described in the Abuse/Molestation Guidelines listed in Appendix B; agreeing to abide by the Oregon Revised Statue 30.985 (Duties of skiers; effect of failure to comply); and acknowledging having read the Oregon rules regarding hazing (ORS 163.197).
- If the school has signed Agreement Form #1 (Represent School Agreement), then the OISRAN coaches will abide by all school and School District rules and regulations applicable to coaching students on a high school athletic team. OISRAN coaches will adhere to the disciplinary consequences the school enforces for a student not meeting the school's academic eligibility standards or behavior standards for sanctioned activities.
- If the school has signed Agreement Form #2 (Permission to Use the School name), the OISRAN coaches will abide by all school and School District rules and regulations applicable to sports teams/clubs that are NOT OSAA teams. OISRAN coaches will adhere to the disciplinary consequences the school enforces for a student not meeting the school's academic eligibility standards or behavior standards for non-OSAA teams.

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- If the school has signed Agreement Form #3 (Restricted Use of School Name), the coach must refrain from allowing the team to use the school name, mascot and colors.
- Make Incident Reports if a Head Coach is not present.
- Complete the following NFHS coaches' training courses:
 - NFHS Concussion Awareness training (or an equivalent course) **annually**.
 - NFHS First Aid Certification and NFHS "Sudden Cardiac Arrest" **every two (2) years**.
 - Other First Aid courses also fulfill this requirement to be currently certified in First Aid and CPR/AED.
 - EXCEPTION for "Sudden Cardiac Arrest" in 2022-23: Linking together the timing for the First Aid course and the Sudden Cardiac Arrest course is preferable. If a coach's First Aid certification is still valid for the 2022-23 season, the coach is not required to take the Sudden Cardiac Arrest course until the 2023-24 season when they are renewing their First Aid certification.
 - NFHS "Protecting Students from Abuse" and "Bullying and Hazing" **every three (3) years**.
 - SafeSport courses (including refresher courses) offered by US Ski & Snowboard and courses required by schools/school districts for Abuse and Bullying Prevention may be substituted for the NFHS courses.
 - OISРАН pays for all costs for OISРАН coaches to take NFHS training courses.
- Complete the US Ski & Snowboard (USSSB) Fundamentals of Coaching – **ONE time**
 - OISРАН pays the membership fees and course costs for an OISРАН coach to become a member of USSSB and take the USSSB required coaches' courses to become a Level 100 coach. The USSSB Fundamentals of Coaching course is one component of the Level 100 Coach certification.
 - NFHS Fundamentals of Coaching substitutes for this USSSB course if the coach completed the NFHS course prior to 2022
 - ASEP Fundamentals of Coaching substitutes for this USSSB course if the coach completed the ASEP Fundamentals of Coaching course prior to 2007.
 - Completing USSSB Level 100 Coaching certification is the process coaches should use to initially become OISРАН certified coaches.
 - Before working with students independently, the coach must complete all the **online** USSSB requirements for Level 100 certification. The coach must complete the in-person USSSB required training within 2 seasons to become fully certified as an OISРАН certified coach.
 - After completing USSSB Level 100 certification, an OISРАН certified coach is not required to continue maintaining USSSB coach membership or to continue taking USSSB coaching courses for subsequent seasons.

The contact person in OISРАН for making substitutions for courses is the administrative services provider, Julie Cannon: admins@oisran.org.

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7.2. Definition and Requirements for OISRAN Head Coach and Team Administrator

- Head Coach: Each team must have a designated head coach who is an “OISRAN Certified Coach” and is responsible for the team when the team is training and attending OISRAN sanctioned events.
 - The head coach votes in all league matters and the selection of board member nominees from their league.
 - The head coach must develop a written team policy that includes requirements for team membership and any other policies at the coach’s discretion. [This requirement is not mandatory for coaches who are associate members.]
 - The head coach must ensure that an OISRAN certified coach is present with their team at all OISRAN sanctioned events.
 - The head coach attends mandatory coaches’ meetings.
 - The head coach certifies eligibility and submits names of students on their team who are eligible for State Championships
- A Head Coach may carry out the team administrative duties or have the support of a **Team Administrator** who carries out some or all of the team’s administrative duties:
 - Submit a completed school agreement form that confirms that the students have permission to use the school name when competing or that the students are not allowed to use the school name.
 - If the school has signed a School Agreement Form #1 or #2, the Team Administrator will communicate with the school regarding any school’s ruling when the school has determined a student is ineligible to participate based on school eligibility rules.
 - Submit required incident reports for any incident and or injury associated with their team that may be considered a liability risk. (Policy #28)
 - Convey information to team members about race rules.
 - Develop the team roster and communicate with parents about training and race schedules.
 - Organize volunteer help for the management of the team, including handling team finances and fundraising.
- A Team Administrator can do proxy voting for a head coach at League Meetings.
- A Team Administrator must register online as a volunteer if they are not already registered as an OISRAN coach.

7.3. Definition and Requirements for OISRAN Helper Coach

A Helper Coach is any adult assisting an OISRAN certified coach with OISRAN skiers at OISRAN sanctioned events.

- Helper Coach must be registered as an OISRAN Helper Coach and is required to
 - Have had a criminal background check by OISRAN every three (3) years. (Policy # 7.6)
 - Report to OISRAN any criminal conviction, pleadings, or any charge against them associated with the crimes listed in ORS 342.143 or any other serious crimes.

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- Register online, which includes agreeing to abide by the OISRAN Coaches' Code of Ethics listed in Appendix A; agreeing to use "Good Practices" as described in the Abuse/Molestation Guidelines listed in Appendix B; agreeing to abide by the Oregon Revised Statute 30.985 (Duties of skiers; effect of failure to comply); and acknowledging having read the Oregon rules regarding hazing (ORS 163.197).
- If the school signed Agreement Form #1 (Represented School Agreement), then the OISRAN helper coach will abide by all the school and school district rules and regulations applicable to coaching students on a high school athletic team.
- If the school has signed Agreement Form #2 (Permission to Use the School name), the OISRAN coaches will abide by all school and School District rules and regulations applicable to sports teams/clubs that are NOT OSAA teams.
- Complete the NFHS Concussion Awareness Course (or equivalent) annually. The contact person in the OISRAN for making substitutions is the administrative services provider, Julie Cannon: adminservices@oisran.org.

7.4. Definition and Requirements for OISRAN Volunteers: OISRAN Volunteers assist Head Coaches with team administrative work and/or assist the organizers of OISRAN sanctioned events (for example, unpaid race officials and race workers).

- All volunteers must register online or sign an OISRAN V-1 form.
- If the volunteer is a Technical Delegate, they must complete the NFHS concussion course or an equivalent course during the applicable season.

7.5. Definition and Requirements of OISRAN Guest Coaches: Guest Coaches may be designated head coaches or Helper Coaches who accompany skiers to OISRAN activities for no more than 4 days total in one season.

- Guest coaches must meet these requirements:
 - Have had a criminal background check by OISRAN. (Policy #7.6)
 - Register on-line and pay a Guest Coach fee of \$10.
 - Complete a concussion awareness course during the ski season when they will be working with students.
- The students the guest coach assists must be enrolled in a school(s) that has signed an OISRAN school agreement, identifying that the students have permission to use the school name when competing, or that the students are not allowed to use the school name.
- The name of the Guest Coach who is the "Designated Head Coach" will be named on the applicable school agreement form.
- The name of a Guest Coach who is a Helper Coach does not need to be named on the school agreement form.
- The guest coach must be approved by the League coaches for participating in the particular OISRAN activity.
- A guest coach is not eligible to be a voting member of the OISRAN.

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

- Exclude any coach or paid official who has been convicted, or plead guilty to, a Disqualifying Crime from participating in any and all OISIRAN events and programs regardless of his or her appointment to such position by the organization sponsoring the team. Disqualifying Crimes are:
 - Those crimes listed in ORS 342.143 or the equivalent should regulations and laws of Oregon change in the future; and
 - Any crime not listed in ORS 342.143, but which OISIRAN in its sole discretion believes is good cause to disqualify that volunteer from participation.
- Perform criminal background checks every three (3) years via a third party on every OISIRAN coach or OISIRAN paid official to determine if there is a Disqualifying Crime. Any and all charges incurred by OISIRAN in obtaining Criminal Background Checks in accordance with this policy shall be paid by OISIRAN. All background checks will comply with Fair Credit Reporting Act (FCRA) requirements.

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

7.6.2. OISIRAN will be granted access to reports from the Criminal Background Checks performed by the third party and any self-reported convictions or guilty pleas.

7.6.3. If OISIRAN receives back from the Third Party a report that indicates a disqualification may be needed, the report will be sent to the OISIRAN Executive Director, who will determine the action that should be taken.

7.6.4. If the OISIRAN Executive Director determines that a Coach or Paid Official should be rejected because of the information in a background check, then the Executive Director will give a notice to the rejected individual. The written notice will include:

- A copy of the reports the Executive Director relied on to make the decision
- A copy of "A Summary of Your Rights Under the Fair Credit Reporting Act."
- The name, address, and phone number of the Third Party that provided the report
- An explanation that the coach or paid official was rejected because of information in the report; that the company providing the report didn't make the rejection decision and can't give specific reasons for it.
- That the coach or paid official has a right to dispute the accuracy or completeness of the report, and to get an additional free report from the reporting company within 60 days.
- If the coach or paid official disputes the contents of the report, the reporting company may then conduct a reasonable investigation to determine whether the disputed information is accurate. If it is determined the initial information was inaccurate, OISIRAN will reconsider any prior determination made on reliance of the initial report, and
- Should the rejected individual want to appeal the Executive Director's decision, the rejection can be appealed to the OISIRAN Board of Directors. The decision of the OISIRAN Board of Directors is a final decision.

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7.7. Concussion Management

7.7.1. School District Concussion Awareness Requirements

Regulations in OAR 581-022-0421 require all school districts to have specific policies for coaches' concussion awareness training and procedures for handling concussion incidents with the school athletes. All OISRAN coaches who supervise students enrolled in schools that provide oversight for OISRAN activities need to be fully conversant with and in compliance with their represented school and school district regulations and expectations regarding concussion awareness.

7.7.2. OISRAN Concussion Awareness Requirements

- Head Coach's Responsibilities (Max's Law, ORS 336.485, OAR 581-022-0421) (Jenna's Law, ORS 417.875)
 - **Suspected or Diagnosed Concussion.** Any skier who exhibits signs, symptoms, or behaviors consistent with a concussion following an observed or suspected blow to the head or body, or who has been diagnosed with a concussion, shall not be permitted to return to that skiing contest or practice, or any other skiing contest or practice on that same day. For Head Coaches where their school has the services of an athletic trainer registered by the Oregon Board of Athletic Trainers, that athletic trainer may determine that a student has not exhibited signs, symptoms, or behaviors consistent with a concussion, and has not suffered a concussion, and return the skier to practice or racing. Athletic trainers may also work in consultation with an appropriate Health Care Professional (see below) in determining when a skier is able to return to practicing and racing following a concussion.
 - **Return to Participation.** Until a skier who has suffered a concussion is no longer experiencing signs, symptoms, or behaviors consistent with a concussion, and a medical release form signed by an appropriate Health Care Professional (Physician (MD), Physician's Assistant (PA), Doctor of Osteopathic (DO) licensed by the Oregon State Board of Medicine, nurse practitioner licensed by the Oregon State Board of Nursing, or Psychologist licensed by the Oregon Board of Psychologist Examiners) is obtained, the skier shall not be permitted to return to athletic activity. A student on an OISRAN ski team MUST use OSAA's "Return to Participation Medical Release" if the school does not have a form and procedure in place for monitoring a skier's return to participation.
 - **Private Schools Only;** On an annual basis prior to participation, each student who attends a private school and at least one parent or legal guardian of the student will acknowledge they have received information regarding symptoms and warning signs of concussions. (Fact Sheet for Parents) To facilitate this requirement, a "Fact Sheet for Parents" will be included in the online registration form for all students.
- Technical Delegate's Responsibilities
 - A Technical Delegate shall remove a skier from a competition when that player exhibits signs, symptoms, or behaviors consistent with a concussion due to an observed or suspected blow to the head or body. The Technical Delegate shall document and notify the head coach or his/her designee making sure that the head coach or designee

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understands that the player is being removed for exhibiting signs, symptoms, or behaviors consistent with a concussion as opposed to behavior, a non-concussive injury or other reasons. The Technical Delegate is not responsible for evaluation or management of the player after they are removed from the race. The Technical Delegate does not need written permission for a player to return nor does the Technical Delegate need to verify the credentials of the appropriate health care professional who has cleared the skier to return. The responsibility of further evaluating and managing the symptomatic player falls upon the appropriate health care professionals and the Head Coach.

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

- A coach shall not use tobacco products, cannabis, or drugs (including prescribed medication for pain control, alcoholic beverages, etc.), or be under the influence of tobacco products, cannabis or drugs (including prescribed medication for pain control, alcoholic beverages, etc.) when they are in contact with students at OISRAN activities. An "OISRAN activity" includes, but is not limited to, practices, competitions, travel with athletes, meetings, and any time a coach is acting in their role as coach or chaperone with OISRAN students. "Under the influence" means impaired to a noticeable degree by a reasonable person.
- A coach shall not engage in unsportsmanlike conduct at an OISRAN activity. "Unsportsmanlike conduct" includes, but is not limited to, unwarranted physical contact, profane language, and/or taunting.
- A coach shall not engage in any action which gives rise to a concern for the safety of the students due to the coach's conduct, indicates that the coach cannot objectively perform the coach's duties, or otherwise is inconsistent with the Coaches' Code of Ethics, the OISRAN's policies and regulations, and the "Good Practices" defined in the OISRAN Abuse/Molestation Guidelines.

8. Indemnity and Accident Insurance for OISRAN

8.1. OISRAN Sanctioned Activities must meet these criteria:

- Ensure that OISRAN Policies, and Race Rules are followed.
- An OISRAN certified coach must be present.
- All participants are registered with OISRAN.

Note: OISRAN coaches and racers are insured by OISRAN only for OISRAN-sanctioned activities

8.2. OISRAN Indemnity and Accident Insurance for OISRAN Sanctioned Activities. The OISRAN liability policy covers listed parties (see below) at the following OISRAN sanctioned activities:

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- Ski Instruction: “Ski instruction” is defined as being training activities that take place during an on-snow training session that is supervised by an OISRAN certified coach.
- Dryland training: “Dryland training” is defined as being off-snow training being directly related to skiing with activities taking place in or at a school, like a gymnasium or athletics field, or other public venues. A certified coach must be present.
- OISRAN Sanctioned Competition Activities (League Level and State Meet): “Competition activities” are defined as all activities taking place at a designated competition venue by an OISRAN coach, student, volunteer, or race worker who are involved with participating in or managing an OISRAN sanctioned competition. Activities include, but are not limited to, the planning, preparation, competition itself, and clean up.

8.3. The OISRAN carries a liability policy that indemnifies these listed parties:

- OISRAN Racers (full season or guest) who have registered online at the OISRAN website
- OISRAN Provisional Skiers who have registered online at the OISRAN website.
- OISRAN Coaches (full season or guest) who have registered online at the OISRAN website
- OISRAN Volunteers who have registered online at the OISRAN website or have signed V1 forms
- OISRAN Paid State Championship Race Officials (Technical Delegates, Statisticians, and/or Calculators) who have signed an independent contractor contract and are considered OISRAN “Staff” for insurance purposes.

8.4. Each ski area and state forest where OISRAN sanctioned activities take place are issued their own certificate of insurance naming them as additionally insured on the OISRAN policy.

8.5. In addition, OISRAN carries:

- A commercial non-skiing policy to cover the elected officers and contracted administrative providers when acting for the OISRAN, and
- Cyber liability insurance.

Note: OISRAN insurance does not cover transportation.

8.6. Indemnity and Accident Insurance for OISRAN Sponsored Activities

An OISRAN sponsored activity can be insured by OISRAN

- If it is held for the financial benefit of a team(s) or league(s) affiliated with OISRAN during the term of the OISRAN insurance.
- If it is a team, league, or state awards/recognition ceremony.

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If an OISRAN sponsored activity is held at a venue other than ski areas and high school property,

- The organizer of the event must be registered with OISRAN.
- When there is a requirement for indemnity insurance cover, application shall be made to the executive director at least four weeks in advance describing the intended event, its proposed location, and the identity information of the property owner who seeks to be a certificate holder for an OISRAN sponsored event on their property.

9. Leagues

9.1. An OISRAN league is the official OISRAN competition sanctioned structure within a geographic area.

9.2. League Obligations: Each league represents the OISRAN and has the obligation to execute for that area all official policy and rule requirements.

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

9.4. OISRAN Rights to League Assets: All assets raised under the OISRAN tax I.D. # are the legal property of OISRAN.

9.5. Team Placement to Leagues: Individual leagues or designated head coaches may request placement of teams in specific leagues. Team placements to each league shall be determined by the OISRAN Board of Directors, taking into consideration the following criteria:

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

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

9.7. League Responsibilities:

9.7.1. Each league shall elect a League President who carries out the duties described in [Policy # 9.9.4](#).

9.7.2. Leagues shall hold at least one annual meeting for the general membership of the league.

9.7.3. Each League shall select the allotted OISRAN Board members to be on a ballot of nominees for Board members to be elected annually, according to OISRAN [Policy 1](#).

9.7.4. Prior to the Fall Board of Director's meeting, each League shall have developed and proposed a budget to be adopted by the Board at the Board's Fall meeting.

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9.7.5. Each League shall report all race accidents involving injury, either personal or property to the OISRAN Executive Director as per the OISRAN Incident/Injury report and [Policy # 28.4](#).

9.7.6. Leagues shall maintain an inventory of all items that are the legal property of the OISRAN, including date of purchase of donation and approximate cost at time of purchase or donation. All assets acquired by the League, using funds raised un the OISRAN Tax ID# are the legal property of the OISRAN and will be added to League inventories.

9.7.7. In compliance with the Board-approved policies and budget, each league will oversee its league activities and ensure the proper management and use of OISRAN assets and property dedicated for that League. Each League must also ensure that the League properly employs the necessary formalities to make its decisions, and that it operates in compliance with relevant state and federal laws. League voting members must diligently prepare for, attend, and participate in the meetings of their League and any sub-committees as needed, in order to carry out these tasks. In accordance with state law and the OISRAN bylaws, the League may not execute the corporate authority of the Board which includes authorizing expenditures, adopting budgets for the organization as a whole, setting policy, establishing programs, or making decisions for the entire corporation.

9.8 League Race Schedules

9.8.1 A draft race schedule shall be presented and discussed at each League’s Spring meeting and shared with the OISRAN Board for the Spring Board meeting.

9.8.2 The final race schedule for each league is approved by a majority vote in each league in the Fall and shared with the Board for the Fall Board meeting.

9.9. League Voting Members and Officers

9.9.1. Each League’s Voting Members are the head coaches for each team in the League. (A team is defined as the student/students who are enrolled at the same high school.)

- If an individual student has been allowed to represent a school they do not attend ([Policy #10.6, EXCEPTION](#)), then the school where that student is enrolled does not have a “team” for the purposes of this definition.

9.9.2. League officers may be coaches, parents, advisors, or other volunteers affiliated with a league or a team.

9.9.3. The presiding officer of each league shall be the League President, who is elected by the OISRAN voting members in that League to serve for a one (1) year term.

9.9.4. The duties of the **League President** are:

- Shall be responsible for overall management of their League.
- Shall have the authority to sign contracts in the name of the OISRAN organization only for OISRAN sanctioned races.

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- Shall insure that all activities of the league are consistent with (1) OISLAN Articles of Incorporation, (2) OISLAN Bylaws, (3) OISLAN Policies, (4) OISLAN Race Rules.
- Shall maintain an inventory of all items owned by the league, including date of purchase or donation and approximate cost at time of purchase or donation.
- Shall submit the League Race Schedule to the OISLAN Board of Directors for their information.
- If League Allotments are used, shall submit the names of the racers who fill the League Allotments for each race at the State Championship races.
- May do the work of a League Treasurer and/or League Secretary or delegate the responsibilities of league finances and/or league secretarial work to a League Treasurer and/or League Secretary.

9.9.5. League Treasurer duties

- Shall ensure that all financial records of the League are properly maintained and kept current.
- Shall write, sign, and disburse checks, in accordance with OISLAN's policies and the League-approved budget from the League treasury for payment of expenses as authorized by the League President, acting on behalf of the League voting members.
- Shall provide a treasurer's report to the League President and other League officers for League meetings.
- Shall provide a financial report to the OISLAN Board of Directors whenever requested.
- Shall send the OISLAN Board Treasurer the proper paperwork about the league account activity so the State Treasurer can file with the IRS each year.

9.9.6. League Secretary duties

- Shall record and maintain the minutes of all League meetings.
- Shall see that all notices, agendas, meeting minutes and other information are duly given in accordance with these policies.
- Shall be the custodian of all records of the League.
- Shall send minutes from every meeting of the League to the OISLAN secretary.

9.9.7. Any officer of the League can be removed, with or without cause, by the affirmative vote of at least a majority of the League voting members present at or participating by phone, mail, or email in a properly called meeting of the League, for which a quorum has been achieved. Such a decision shall require a clearly stated motion, a second, and a vote. All motions which are successfully adopted must be recorded in the written minutes.

9.9.8. Any officer of the League may resign at any time by sending or delivering a written resignation to the League President.

9.9.9. A vacant League President position shall be filled by a majority vote of the voting members in that league.

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9.10. League Meetings

9.10.1. League meetings should be attended by the League President, League liaison for the OISRAN Board, secretary, treasurer, and all voting members in the League. The League President may hold more than one position listed above at the same time.

9.10.2. Regular League Meetings: Each League will establish a schedule of its annual meetings. The League should meet in the spring prior to the annual membership meeting for the OISRAN and following the OISRAN State Championships. The location and time of the meetings will be at the discretion of the League President.

9.10.3. Special League Meetings may be called by the League President or by two-thirds of the League voting members. Upon notification of the call for a Special Meeting, the League President must establish the date, time, place, and purpose of the meeting, giving at least two (2) weeks' notice to the League members by mail, e-mail, or other electronic process as allowed by law. Only the business for which a Special Meeting is called may be considered at the meeting.

9.10.4. A Quorum at League Meetings shall be 50% plus one of the League voting members in person, by mail, fax, e-mail, or other electronic process as allowed by law.

9.11. Voting at League Meetings

9.11.1. The OISRAN voting members in each league are defined in Policy 9.9.1. If the person who holds the position of the League President is not a head coach, the person holding the position of League President has one vote and shall only vote to break a tie.

9.11.2. The League Secretary and Treasurer are non-voting members.

9.11.3. Action is taken by a majority of the League voting members represented in person, by mail, fax, email, or other electronic process, unless otherwise provided for in the OISRAN Bylaws, OISRAN Policies, or Division Policies.

9.11.4. A Team Administrator can do proxy voting for a Head Coach at League Meetings.

9.12. Decisions by a League by Written Consent

9.12.1 Any decision that may be taken at a meeting may be made without a meeting if a majority of the voting members consent by email.

9.13 Standard Operating Procedures for League Races

9.13.1 **Seeding:** It is the coach's responsibility to get their seeds to the race registrar by the deadline communicated to the head coach by the race organizer. If seeds are not received by the deadline, the race registrar may seed them according to their seeds in the previous race.

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9.13.2 **League Race Operations:** Follow the guidelines established in the OISRAN Race Rules, including, but not limited to

- having a medical plan (OISRAN Race Rule 28),
- submitting incident reports (Policy #28),
- posting race reports – or links to race reports (OISRAN Race Rule 22).
- having refreshments (OISRAN Race Rule 10.3)
- prohibiting electronic devices in the Start area and during the race (OISRAN Race Rule 10.6.7, includes an EXCEPTION for Northern League and Mt. Hood League races)

9.13.3 **League Relay Races:** Follow the race guidelines for relay races established in the OISRAN Race Rules Section C.

- Eligibility for Varsity Relay Team at a League race: Skiers who complete the individual race are eligible to compete on a relay team. Three skiers are on a Varsity relay team.
- Eligibility for JV Relay Team at a League race: The coach for each team can assign all racers who completed the individual race and are not on the Varsity relay team to JV relay teams.
- League relay events may have separate varsity and JV relay races, or varsity and JV teams can compete in the same relay race.
 - If the varsity and JV relay races are separate, coaches may enter varsity relay teams in the JV relay race, and a coach can enter JV teams in the varsity relay wave with the Technical Delegate's approval.
- If there are more relay teams in a wave than there are relay lanes, relay team(s) are placed in the second (or third) row, depending on the Technical Delegate's recommendation.
- If lanes are assigned to teams, a race official makes the lane assignments.

9.13.4 **Calculations for Varsity Team Scores for Individual League Races**

- Follow OISRAN Race Rule 17.1.
- Follow OISRAN Race Rule 18 for Tie Breaking for teams.
- Follow OISRAN Race Rule 19 for Tie Breaking for individuals.

9.13.5 **Calculations for Varsity Team Scores for League Relay races**

- Scoring League Relay races is optional.
- If League Relay races are scored, follow the OISRAN Race Rules for scoring relay races (OISRAN Race Rule 17.2). Dummy times are not calculated for JV relay teams.

9.13.6 **Scoring for Varsity Teams in League races that include scored relay races**

- If League Relay races are scored, the Total Team Score for a League event that includes a scored relay race will be determined by adding together the Team Scores for the individual race and the Team Scores for the relay race.

10. Student Eligibility

10.1. If a student is enrolled at a school that signs a School Agreement Form #1 or a School Agreement Form #2,

- the student must abide by the student eligibility rules their school mandates for the student's participation in "school club" or "community club" activities.
- The OISRAN Coach will adhere to the disciplinary consequences the school enforces for a student not meeting the school's academic eligibility standards.
- A student must abide by any OISRAN student eligibility rules that are stricter than the school's rules for student participation in OISRAN ski team activities.

10.2. Duration of Eligibility/Graduation

A student may participate in the OISRAN program for four consecutive years after entering the 9th grade.

10.2.1. A student entering the 9th grade for all or part of the OISRAN Participatory Season has used a full year of eligibility for the purpose of computing duration of eligibility under this rule.

10.2.2. A student who begins participation in an OISRAN sponsored activity prior to entering the 9th grade must compete as an OISRAN Provisional Skier and is eligible for four consecutive years beginning the year the student entered the 9th grade.

10.2.3. A student becomes ineligible for participation upon graduation from high school.

10.3. Age

A student who becomes 19 before August 15 shall become ineligible for OISRAN competitions. A student who becomes 19 on or after August 15 shall remain eligible for the OISRAN Participatory Season for that school year.

10.4. OISRAN Amateur & Awards Rule

Racers may accept any awards as long as they have not declared themselves to be professional racers.

It is the responsibility of the student and parents to become fully informed about collegiate eligibility rules. Compliance with OISRAN amateurism rules does NOT mean that collegiate eligibility rules are satisfied. For more information on NCAA eligibility and requirements, contact any college coach or the NCAA rules compliance officer at most colleges and universities. For information about USCSA eligibility, contact the USCSA at uscsa@uscsa.com

The NFHS has a free course on NCAA Eligibility that includes ensuring amateurism status for NCAA requirements (<https://nfhslearn.com/courses/ncaa-eligibility>)

10.5. Academic Eligibility Rule

Parents/18-year-old students are on the honor system to assure OISRAN that the student(s) are enrolled in high school/home school and on track to graduate.

10.6. School Representation

A student who competes in OISRAN activities representing a school other than the one in which the student has been enrolled becomes ineligible for participating in OISRAN activities for the remainder of the season.

EXCEPTIONS

- If a student is not given permission by the school to use the school name for their team, that student may compete on a team that is organized within a community club that separates students into teams comprised of students enrolled at the same school.
- A student who is enrolled in a community college to take community college courses to fulfill their high school graduation requirements and is still enrolled at the high school is eligible to be on a team comprised of students who are enrolled at their high school.
- **Home School Students:** A home schooled student who meets the relevant eligibility standards established by Oregon law [ORS 339.030, ORS 339.035, ORS 339.460] may represent a public or private school located within the public-school attendance boundaries of Joint Residence of the student and student's parents provided that the home school student was enrolled in the home school prior to the first day of participating in an OISRAN activity. Once a home school student *represents a school, that home school student may not represent another school for one calendar year after last representing the original school without a change in Joint Residence. See Appendix E for additional information.

*If a home school student is affiliated with a school that does not allow the use of the school name in OISRAN activities, then the student may compete on a community club team that designates their teams based on the school the student is enrolled in.

- **Students who do not have a teammate:** When a student who registers with OISRAN is the only student enrolled at their school who is registered with OISRAN, they may compete for a school other than the school where they are enrolled if all the following conditions are met:
 - The student is the only student enrolled at their school who has registered online by the online registration deadline date, prior to late fees being applied.
 - The student resides within the attendance boundaries of a school, or within a reasonable geographic proximity of a school, that has an OISRAN team comprised of students enrolled in that school.
 - The student is actively training with the OISRAN team.
 - The Head Coach for the OISRAN team petitions the OISRAN Board to allow the student to be a member of their team prior to the first scheduled OISRAN League race.
 - The OISRAN Board approves the Head Coach's request.

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10.7. Student Behavior Standards

It is expected that students will not be in possession of or under the influence of controlled substances (including tobacco products) at any time during OISRAN activities, including the night after the State Championships. Students are expected to demonstrate sportsmanlike behavior and refrain from using profanity.

If mandated by the school a student attends, and if the school a student attends has signed a School Agreement Form #1 or a School Agreement Form #2, then a student will additionally be held to the same behavior standards as are outlined in the Policies and Regulations of their school district and they will adhere to the disciplinary consequences dictated by the school they represent. The OISRAN coach will adhere to the disciplinary consequences the school enforces for a student not meeting the school's behavior standards.

Students shall respectfully treat citizen skiers not involved with a competition.

10.8. Physicals for Athletes: OISRAN requires all OISRAN participants in grades 9-12 to get a physical exam every 2 years, using the Oregon State Board of Education prescribed form and protocol:

[School Sports Physical Form.](#)

10.9 Scholar-Athlete Awards

Juniors and seniors who have maintained a cumulative 3.5 GPA or higher may receive scholar-athlete awards. This recognition is optional and is provided at the League level. Leagues may provide certificates or other types of recognition the League approves.

10.10. Eligibility Hardship Requests

- Considerations of exceptions to OISRAN eligibility rules require a written request be made to the OISRAN Executive Director.
- The Executive Director, in individual cases may, at their discretion, and upon terms and conditions as they may impose, waive, or modify any eligibility rule, when in their opinion there are circumstances beyond the control of each of the student and the student's parent(s), or other circumstances whereby enforcement of the rule would work an undue hardship upon the student.
- A decision by the OISRAN Executive Director may be appealed to the OISRAN Board of Directors.

11. Appeals of Decisions Made by the Leagues

Appeals of decisions made by the Leagues shall be considered by the OISRAN Board of Directors. The Board of Directors shall consider appeals based upon the record of the League. No new or additional information shall be considered by the Board not previously submitted to and/or considered by the

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League. The appeal must be in writing and in sufficient detail to offer an explanation why the League erred in their decision. The OISRAN Board of Directors shall examine the evidence submitted to the League, consider the record, and render an independent decision, accordingly. The OISRAN Board of Directors must act on an appeal in all haste, or within a maximum of ten (10) days. The appellant must be notified of the decision within a maximum of three (3) days after the vote on the appeal.

12. Definitions of Teams

An **OISRAN team** is comprised of students or an individual student who *represent(s) the same high school.

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

An **OISRAN full team** shall consist of three or more members of the same gender who *represent the same school.

A single individual skiing for the school they attend cannot contribute to a team score; therefore, does not earn varsity team points.

* If a student is not given permission by the school to use the school name for the team, that student may compete on a team that is organized within a community club that separates students into teams comprised of students enrolled at the same school. Home schooled students are allowed to represent public or private high schools according to EXCEPTION in OISRAN Policy 10.6.

13. Provisional Skiers

Provisional Skiers are skiers who are supervised by an OISRAN certified coach at OISRAN sanctioned activities, but they are not members of an OISRAN team.

13.1. Provisional Skiers must register online.

13.2. The OISRAN registered coach who accepts responsibility for the Provisional Skier must be present whenever the Provisional Skier is participating in an OISRAN sanctioned activity.

13.3. If a League allows a Provisional Skier to participate in an OISRAN race, the Provisional Skier's race times cannot be associated with an OISRAN school or community club team, contribute to a school or community club team's scores, or displace the ranking of any high school team skier.

- If a Provisional Skier is a forerunner, their performance is not timed.

13.4. Provisional skiers must pay a participation fee, which is determined by the OISRAN Board of Directors, before participating in any OISRAN sanctioned activities.

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13.5. Provisional skiers can participate in OISRAN training and races before entering the 9th grade, and this participation does not count against their four consecutive years of eligibility for OISRAN high school skiing.

13.6. Provisional Skiers can compete on JV relay teams (at League races and the State Championships), but they cannot compete on Varsity relay teams.

13.7. Provisional Skiers at the State Championships

- Only **high school** age Provisional Skiers may compete at the State Championships
- Any high school skier from any state may compete as a Provisional Skier at the OISRAN State Championships
- Provisional Skiers at the State Championships are not eligible to receive OISRAN State Championship titles or awards.
- The results for Provisional Skiers at the State Championships are ranked as a separate category and they do not displace individual varsity placement points. The race results of the racers in the Provisional Skiers' category are not allowed to contribute to team scores at the state meet, even though three racers of the same gender might attend the same school.
- The OISRAN Board can limit the number of Provisional Skiers allowed at the State Championships.
- Seeding for Provisional Skiers and Guest Racers in a mass start race: if any Provisional Skiers or Guest Racers qualify to be seeded in the first wave of a mass start race at the State Championships, then the number of skiers allowed in the first wave will be increased by the number of Provisional Skiers and Guest Racers who qualify to be in the first wave. [The purpose of this rule is to ensure that Provisional Skiers and Guest Skiers do not displace racers who are selected to be in the first wave based on their performances in OISRAN League races.]

14. Participatory Season

The OISRAN participatory season shall commence no earlier than the OSAA winter sports season and ends at the State Championships. All team mandatory training and racing shall take place during the Participatory Season.

Non-mandatory team training can take place at any time outside of the Participatory Season.

15. OISRAN State Meet Qualifying Events

15.1 OISRAN State Meet Qualifying Events are any league races that are OISRAN sanctioned activities. (Definition of "OISRAN sanctioned activities" is in [Policy #8.1](#))

15.2 It is recommended that each League has a race schedule that consists of at least five (5) OISRAN league races that are State Meet Qualifying Events.

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16. Eligibility of individuals for the State Championships

16.1. Students must adhere to the OISRAN eligibility rules (Policy #10) and must have participated in three (3) State Meet Qualifying Events to be eligible to participate in the State Championships.

- This participation can be while racing Varsity or Junior Varsity.
- The sanctioned League competitions may be competitions hosted by any League in the state.
- The definition of participating in a competition means the racer must have started in the individual competition on a league event day. Participating in the relay race is optional.

16.2. The Executive Director, in the case of injury, may waive the participation requirement if the following criteria are met:

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

16.3. Considerations of individual exceptions to the participation requirements, other than injury, require a written request be made to the Executive Director.

- A written request must be submitted at least two (2) weeks prior to the State Championships
- The Executive Director, in individual cases, may, at their discretion, and upon terms and conditions as they may impose, waive or modify the participation requirement when in their opinion there are circumstances beyond the control of each of the student and the student's parent(s), or other circumstances whereby enforcement of the requirement would work an undue hardship upon the student.
- A decision by the Executive Director may be appealed to the OISRAN Board of Directors.

16.4. Considerations of exceptions to the participation requirements that would apply to all members of a team or League must be addressed by the Board.

16.5. EXCEPTION: Guest Racers and Provisional Skiers are not required to have competed in any league races.

17. Guest Coaches/Skiers' Participation in OISRAN Events

17.1. Guest Coaches and Guest Skiers may participate in OISRAN League races or the State Championships with the approval of the League Coaches or the OISRAN Board, respectively.

17.2. Definition of "Guest Coach" is found in Policy 7.5.

17.3. Guest Skiers are students who are coached by a "Guest Coach."

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- 17.4. A Guest Skier is required to:
- Register online and pay the required fee, and;
 - Be enrolled in a school that has signed an OISRAN school agreement, identifying that the students have permission to use the school name when competing, or that the students are not allowed to use the school name, and;
 - Be on the team that is comprised only of students enrolled in the school where the student is enrolled, and;
 - Be accompanied by a designated Guest Head coach. (In addition to the designated Head Coach, a guest racer may also be accompanied by a Guest Helper Coach.)
- 17.5. A guest skier may be enrolled in schools from states other than Oregon.
- 17.6. A guest skier's scores may not displace non-guest racers' scores, and a guest skier may not receive league or State Championship titles.
- 17.7. If a guest skier competes in a **League event**, their results are not ranked with the rest of the field, even though their scores do not displace non-Guest individual racers' points.
- They can compete with other guest skiers on a League varsity relay team, even though their scores do not displace non-Guest relay points.
- 17.8. If a guest skier competes in the **State Championship event**,
- their results will be ranked in the same category as the Provisional Skiers at the State Championships.
 - they do not displace full season skiers' individual varsity placement points.
 - they cannot compete on a State Championship varsity relay team, but they can compete on a JV relay team.
- 17.9. The dues for a Guest Coach and participation fees for a Guest Skier are determined by the OISRAN Board of Directors.

18. Violations of OISRAN Regulations (OISRAN Bylaws; OISRAN Policies, including Coaches' Code of Ethics, Paid State Meet Race Officials' Code of Ethics) – Protests and Reported Violations [See Policy 23 for Reporting Violations of OISRAN Policies regarding Abuse/Molestation, Hazing, and Reporting Abuse.]

18.1. A coach, league rep, or race official wishing to have another OISRAN coach, or OISRAN officer, or paid race official penalized for the violation of OISRAN regulations shall file a written notice of protest specifying the grounds of the protest with the Executive Director. The notice shall be filed without delay after the alleged violation has occurred, and unreasonable delay may be considered a factor in ruling on any protest. Reported violations may be initiated by the Executive Director or by the OISRAN Board, without the signature of a coach or a League President.

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18.2. The Executive Director shall notify the accused coach, officer, or paid race official of the protest, and after such further investigation as the Executive Director deems necessary, shall either make a ruling on the protest or refer it to a three-member disciplinary panel, selected by the OISРАН Board, who shall further investigate the protest. This panel shall not include the Executive Director, Administrative Officer, or OISРАН Board members, but may include the league President for the coach.

18.3. Any parent or student, coach, league rep, or race official may appeal to the OISРАН Board from a ruling of the Executive Director on a protest by giving the Executive Director written notice of such appeal within 10 working days of the Executive Director's ruling. Failure to give such notice shall be a waiver of the right of appeal.

18.4. Any parent or student, coach, league rep, or race official may appeal to the OISРАН Board from a ruling of the three-member disciplinary panel by giving the Executive Director written notice of such appeal within 10 working days of the three-member disciplinary panel's ruling. Failure to give such notice shall be a waiver of the right of appeal.

19. Violations of OISРАН Regulations (OISРАН Bylaws; OISРАН Policies, including Coaches' Code of Ethics, Paid State Meet Race Officials' Code of Ethics) - Penalties [See Policy 24 for Penalties for Violations of OISРАН Policies regarding Abuse/Molestation, Hazing, and Reporting Abuse.]

19.1. Upon a ruling by the Executive Director, the three-member disciplinary panel, or the OISРАН Board, the OISРАН Board may impose any form of penalty set forth in Rule 19 that the OISРАН Board finds appropriate to deter such conduct and assure fair treatment, protection and favorable conditions for all member coaches, paid race officials and participants. A school is not subject to penalties based on the conduct of an employee who is an OISРАН member coach or on the conduct of team members.

19.2. A team supervised by a member coach may be subject to penalties under Rule 19 based on the conduct of the team members or on the conduct of the coach.

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

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- 19.3. A coach may be subject to penalties under Rule 19 based on the coach's conduct.
- Penalized individual writes a letter of apology to the OISRAN Board.
 - Suspension of a coach from participation in OISRAN activities.
 - Expulsion of coach from membership in the Association.
 - Suspended or expelled coaches may be reinstated by the OISRAN Board, subject to the conditions the OISRAN Board may direct.

19.4. An OISRAN team is not penalized if the Executive Director or OISRAN Board determines a student is ineligible. That student's race results are deleted from any race results for races in which that student participated during the student's ineligibility.

20. OISRAN Abuse/Molestation Guidelines

OISRAN does not tolerate abuse or molestation in any form by any individual. Please refer to the OISRAN Abuse/Molestation Guidelines in [Appendix B](#).

21. Reporting of Abuse

21.1. Mandatory Reporting for Certified Coaches

21.1.1. All OISRAN Certified Coaches are required to report child abuse if they have reasonable cause to suspect child abuse.

- See [Appendix B](#) for definitions of child abuse: neglect, physical, emotional, and sexual
- OISRAN Certified Coaches must watch their students for changes in behavior, notice physical symptoms and signs, and notice signs of bullying, which may include a drop in performance, behavioral changes, mood swings, reluctance to train/compete, frequent loss of possessions, physical injuries (bruising, scratches, etc.), poor sleep, loss of appetite/weight
- OISRAN Certified Coaches must also report suspected abuse regardless of whether or not the knowledge of the abuse was gained in the coach's official capacity as an OISRAN coach. In other words, mandatory reporting of abuse of children is a 24-hour obligation.

21.1.2. If OISRAN Certified Coaches notice signs of abuse, they are obligated to follow the process defined in ORS 419 B.015

- They must immediately make a phone call to the Department of Human Services (Child Protection Agency) or law enforcement (police, county sheriffs' offices, Oregon State Police) – not required to call both.
- The oral report shall contain, if known, the names and addresses of the child and the parents of the child or other persons responsible for care of the child, the child's age, the nature and extent of the abuse, including any evidence of previous abuse, the explanation given for the abuse and any other information that the person making the report believes might be helpful in establishing the cause of the abuse and the identity of the perpetrator.

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- If someone is being hurt or is in danger, call 911 immediately.
- A link to phone numbers for reporting in Oregon is posted on the OISRAN website homepage.

21.1.3. Some schools have an internal protocol for volunteers to report abuse to an administrator at school, and it is advisable to follow that protocol. However, making a report to the school does not relieve the Certified Coach from the obligation of the OISRAN Policy to report by making a phone call to the DHS or law enforcement.

21.1.4. If the person suspected of abusing a child is an OISRAN coach, league rep, race official, or anyone associated with OISRAN, OISRAN has an internal protocol for reporting these abuse incidents to the Executive Director (Policy #23). However, making a report to the OSIRA Executive Director does not relieve the Certified Coach from the obligation of the OISRAN Policy to report by making a phone call to the DHS or law enforcement.

21.1.5. It is advisable for the Certified Coach to make written notes for their own record-keeping in case they are asked to remember what they said in the oral report.

21.1.6. If an OISRAN Certified Coach is paid by a school for coaching a ski team, they have the obligation as a paid school coach to report abuse as a “mandatory reporter” through the Oregon Department of Human Services or law enforcement agencies. This OISRAN Certified Coach is not required to make a second report about the same incident of abuse to these same agencies but is required to make a second report if the OISRAN Certified Coach believes any subsequent incident of abuse has occurred.

21.1.7. If an OISRAN Certified Coach is also a US Ski and Snowboard coach, they have the obligation to report abuse through the United States Center for Safe Sport Authorization. This US Ski and Snowboard Coach is required to make a second report about the same observed abuse through the Oregon Department of Human Services or law enforcement agencies.

21.2. Instructions for Helper Coaches

21.2.1. All OISRAN Helper Coaches are required to verbally report suspected child abuse to the coach who is supervising them.

21.2.2. It is optional if a Helper Coach wants to also report to Oregon Department of Human Services or law enforcement agencies if they have reasonable cause to suspect child abuse.

21.2.3. If the person the Helper Coach suspects of abusing a child is an OISRAN coach, league rep, race official, or anyone associated with OISRAN, OISRAN has an internal protocol for a Helper Coach to report these incidents to the Executive Director (Policy #23).

22. Anti-Hazing Policy

22.1. Hazing is willful conduct directed at a student that is intended to physically or emotionally intimidate, punish, embarrass, humiliate, ridicule or place any student in a disconcerting position for the purpose of initiation, affiliation, inclusion or membership in any team or organization.

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22.2. The OISРАН believes that hazing has no place in a youth activity program and poses a significant risk to the physical and mental welfare of students. Hazing obstructs the development of good citizens, escalates the risks of participation, negates positive contributions, and destroys respect for self, others and the environment. Students participating in youth activity programs have a right to be safe and free from hazing.

22.3. All Certified OISРАН coaches are required to complete the NFHS “Bullying and Hazing” course and must take an active role in the prevention of all forms of hazing by adopting and enforcing strict anti-hazing rules for their teams.

22.4. OISРАН prohibits hazing and any student, parent, community member, or coach is encouraged to report incidents of hazing according to procedures described in [Policy #23](#).

22.5. Oregon Law (ORS 163.197) describes what the legal violation is when an organization or a member of an organization commits the offense of hazing and defines the legal punishment for these types of violations. All OISРАН certified and helper coaches acknowledge they have read this law. [Policy #24](#) describes the OISРАН penalties for hazing.

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

23.1. In addition to any coach, league rep, or race official, any student, parent, or community member may report incidents of suspected violations of “Good Practice” as outlined in “OISРАН Abuse/Molestation Guidelines” ([Appendix B](#)), and/or violations of the OISРАН Policy for Reporting Abuse ([Policy #21](#)), and/or violations of the OISРАН anti-hazing policy ([Policy #22](#)) if such incident involves a coach, league rep, race official, or anyone associated with OISРАН. All such reports must be submitted in writing and shall indicate the suspected violator and suspected victim. All such reports shall be submitted directly to the Executive Director without delay after the alleged violation has occurred. Any and all such reports shall be handled with the utmost confidence and the identity of any reporter shall be withheld and kept anonymous.

- A report to the OISРАН Executive Director, pursuant to Section 23.1, shall not relieve an OISРАН Certified Coach from their mandatory reporting duty as set forth in [Policy #21](#), which requires all OISРАН Certified Coaches to report child abuse to the Oregon Department of Human Services or law enforcement agencies if they have reasonable cause to suspect child abuse.

23.2. Upon receiving a report of suspected violations of “Good Practice” as outlined in “OISРАН Abuse/Molestation Guidelines” ([Appendix B](#)), and/or violations of the OISРАН Policy for Reporting Abuse ([Policy #21](#)), and/or violations of the OISРАН anti-hazing policy ([Policy #22](#)), the Executive Director shall determine if such incident constitutes a violation of criminal law (engaging the services of a competent attorney if necessary to make such determination) or a non-criminal violation of OISРАН policies.

23.3. If a report is determined to constitute a violation of criminal law, the Executive Director will promptly report the incident to the appropriate law enforcement officials. Upon reporting the incident to law enforcement officials, the Executive Director will take no action unless lawfully directed to do so by law enforcement officials. Notwithstanding the foregoing, the Executive Director shall immediately hire a competent criminal defense attorney to represent OISРАН and will take and maintain notes and

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files on all interagency communications and actions in connection with the incident and which occur thereafter.

- It shall be a violation of this policy, and subject to the penalties of Policy #24, if any coach, league rep, race official, or anyone associated with OISRAN fails to cooperate in any manner with law enforcement officials in connection with a reported incident hereunder.
- Upon the conclusion of any investigation, court proceeding, or other law enforcement action, OISRAN shall conduct its own investigation, truncated or otherwise. The Executive Director shall notify the accused coach, officer, or paid race official of the reported complaint, and after such further investigation as the Executive Director deems necessary, shall either make a ruling on the complaint or refer it to a three-member disciplinary panel, selected by the OISRAN Board, who shall further investigate the complaint. This panel shall not include the Executive Director, Registrar, or OISRAN Board members, but may include the league President for the coach.

23.4. If a report received by the Executive Director is determined to constitute a non-criminal violation of OISRAN policies “Good Practice” as outlined in “OISRAN Abuse/Molestation Guidelines” and/or a violation of OISRAN Policy for Reporting Abuse (Policy #21), penalties shall be imposed in accordance with Policy #24.

23.5. During any OISRAN investigation, and even after the matter is final, the following behavior may be considered misconduct and subject to the penalties of Policy #24:

- Abuse of Process: Direct or indirect abuse of or interference with OISRAN investigations by (a) falsifying, distorting, or misrepresenting information; (b) destroying or concealing information prior to or during an investigation; (c) attempting to discourage an individual’s proper participation in or use of OISRAN’s investigation; (d) harassing or intimidating (verbally or physically) any person involved in OISRAN’s investigation before, during, and/or after an investigation; (e) publicly disclosing a reporting party’s identifying information; (f) failing to comply with Policy #24.1’s suspension and banishment; or (g) influencing or attempting to influence another person to commit abuse of process.
- Failure to Report: Any mandatory reporter under Policy #21 failure to make a required report as set forth in Policy #21;
- Intentionally Making a False Report: Any reporter who is found to have made a false report intentionally, knowingly, or maliciously without regard for truth.

23.6. Materials created or produced in any OISRAN investigation in accordance with this Policy # 23 shall be marked and kept confidential on a need to know basis only, shall not be disclosed outside of such investigations or proceedings, and shall only be disclosed as required by law.

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

24.1. Upon the Executive Director receiving a report of an incident of a suspected violation of “Good Practice” as outlined in “OISRAN Abuse/Molestation Guidelines” (Appendix B) and/or violations of the OISRAN Policy for Reporting Abuse (Policy #21), and/or violations of anti-hazing policy (Policy #22), involving a coach, league rep, race official, or anyone associated with OISRAN, the suspected coach, league rep, race official, or person associated with OISRAN shall be immediately suspended and banned

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from all OISRAN facilities and events until conclusion of an appropriate investigation and imposition of a penalty, if any.

- If a matter is criminal in nature, the suspension and banishment of Policy # 24.1 shall continue through any investigation, court proceeding, or other law enforcement action.

24.2. Any judgment or ruling, in court or otherwise, against a coach, league rep, race official, or person associated with OISRAN shall be conclusive evidence of the coach, league rep, race official, or person associated with OISRAN's violation of OISRAN policies. Notwithstanding the foregoing, a dismissal of any investigation, court proceeding, or other law enforcement action that does not result in a judgment or ruling against the suspected coach, league rep, race official, or person associated with OISRAN, shall not operate as conclusive evidence of such person's innocence in relation to a violation of OISRAN's policies, and OISRAN reserves the right to impose any penalty it deems fit pursuant to this Policy #24.

24.3. Upon a ruling by the Executive Director or the three-member disciplinary panel, or the OISRAN Board, the OISRAN Board may impose any form of penalty set forth in this Policy #24 that the OISRAN Board finds appropriate to deter such conduct and assure fair treatment, protection, and favorable conditions for all coaches, league reps, race officials, students, and/or persons associated with OISRAN. All penalties imposed hereunder shall be imposed solely against the accused individual.

24.4. An accused individual under Policy #24 may be subject to the following penalties, which may be imposed singularly or in conjunction:

- Indefinite or permanent suspension;
- Probation for a period of time as determined by the OISRAN Board;
- Fines in an amount as the OISRAN Board may determine;
- Public reprimand by statement issued by the OISRAN Board;
- Mandatory educational or behavior programs as directed by the OISRAN Board;
- Loss of privileges as determined by the OISRAN Board;
- Written warning issued privately to the accused individual;
- Any other penalty, whether broader or lesser than the penalties described herein, the OISRAN Board deems appropriate given the facts and circumstances of the accused individuals' offenses hereunder.

24.5. Factors relevant to determining appropriate penalties include, without limitation:

- Seriousness of the violation;
- The accused individual's prior history;
- The ages of all individuals involved;
- Whether the accused individual poses an ongoing threat to the safety of others;
- Voluntary disclosure of violation and/or cooperation by the accused individual;
- Disposition of an investigation by law enforcement officials;
- Real or perceived impact of the incident to the accused individual's victim or to OISRAN;
- Any other mitigating and/or aggravating circumstances.

25. Whistleblower and Non-Retaliation Policy

25.1. General. OISRAN requires directors, officers, employees, and volunteers to observe high standards of business and personal ethics in the conduct of their duties and responsibilities. As employees and representatives of OISRAN we must practice honesty and integrity in fulfilling our responsibilities and comply with all applicable laws and regulations.

25.1.1. In addition to the requirements of this policy, all employees and representatives are encouraged to call attention to, in a positive and non-confrontational manner, practices or specific actions which do not reflect the high ethical standards of OISRAN.

25.2. Reporting Responsibility. It is the responsibility of all directors, officers, employees, and volunteers to comply with and to report violations or suspected violations of any local, state or federal laws or regulations.

25.3. No Retaliation. No director, officer, employee, volunteer, or contractor who in good faith reports a violation or suspected violation of any local, state or federal laws or regulations shall suffer harassment, retaliation or adverse employment consequence. An employee who retaliates against someone who has reported a violation in good faith is subject to discipline up to and including termination of employment. This Whistleblower Policy is intended to encourage and enable employees and others to raise serious concerns within OISRAN prior to seeking resolution outside of OISRAN.

25.3.1. Retaliation includes any harmful action, interference with the lawful employment or livelihood, discharge, demotion, suspension, any manner of discrimination with regard to promotion, compensation or other terms, conditions or privileges of employment.

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

25.4.1. Additional reports to that person or any other person should generally not be made unless the reporter reasonably believes that the process for investigation and response provided in [Policy #25.5](#) is not being followed.

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

- The reporting employee's or volunteer's supervisor.
- The program director or OISRAN manager in charge of the area in which the violation has occurred or is suspected.

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- The Director of Human resources or the Chief Financial Officer (if the matter relates to accounting or finance issues) or other similar employees that OISRAN may employ at the time of the Report.
- The Executive Director.
- An Officer of the Board of Directors including the President.
- The Chair of another member of the Audit or Finance Committee if the matter relates to accounting or finance issues.
- Any Director.
- An appropriate regulatory body such as the IRS or the Department of Justice.

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

25.5.1. The person to whom the report has been made will immediately contact the Executive Director, who will notify the Board President.

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

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

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

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

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

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

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

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

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

26. Lines of Communication:

Communication procedures should be as follows:

- Racer and parent concerns should first be addressed to their respective coaches.
- Coach’s concerns should first be addressed by the League President.
- League Presidents should communicate concerns to the OISRAN Board of Directors through the League liaison to the Board of Directors.

Violations of OISRAN Regulations (OISRAN Bylaws; OISRAN Policies, including Coaches' Code of Ethics, and Paid State Championship Officials' Code of Ethics) should be communicated to the OISRAN Executive Director as described in [Policy #18](#).

Incidents of abuse/molestation, violations of “Good Practice” as outlined in “OISRAN Abuse/Molestation” ([Appendix B](#)), and/or a violation of OISRAN Policy for Reporting Abuse ([Policy #21](#)), and/or a violation of OISRAN anti-hazing Policy ([Policy #22](#)) should be communicated to the OISRAN Executive Director as described in [Policy #23](#).

27. Releasing of Student Identification Information Gathered by the OISRAN

27.1. State and Federal law requires that student information considered to be “Education Records” be confidential. The information that the OISRAN, or any agent or agency of OISRAN (including all teams, leagues, committees, directors, officers, staff, volunteers, and committee members) request, and become holders of, contains such “confidential” information. OISRAN and all agents and agencies of OISRAN shall permanently hold all confidential information in strict confidence in perpetuity unless such information is essential for OISRAN or OISRAN’s agents or agencies to properly and efficiently perform OISRAN’s duties, or disclosure is required to meet a legal requirement.

27.2. All coaches and League Presidents are required to make certain that only the team name, the members names, their gender and age, are on any rosters provided to ski areas and other organizations commercial or non-commercial. No team rosters shall include any address or electronic communication information.

27.3. Should a ski area require more than the applicant’s name, gender, and age on their individual indemnity release-forms, it is the parent’s responsibility as to what further information they provide.

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27.4. Any solicitations made to coaches or League Presidents for student information that may fall within the “Educational Records” description are to be referred to the School District official in charge of students’ records.

27.5. All actions involving student information will adhere to the Oregon State Law ORS 336.184: Oregon Student Information Protection Act.

27.6. The only exception is when the parent/guardian has given permission for the student's NAME ONLY to be released only for media communications, for example to identify a photo for the newspaper.

28. Incident Reports

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

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

- A parent/guardian is contacted.
- Dizziness, nausea, or a bump is involved.
- Extensive bleeding is exhibited.
- Incident involves a student with an identified disabling condition.
- Medical consultation is sought.
- An injured team member, racer, coach, volunteer, or member of the public is attended by ski patrol or moved to the ski patrol emergency rooms, or other medical facility.
- Legal action is threatened by any of the parties involved.

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

28.4. **Leagues’ responsibility:** All race accidents involving injury, either personal or property shall be reported to the OISRAN as per the OISRAN Incident/Injury report. Any incident involving a member of the general public that happens in or about the race arena and may be considered to be a liability risk, must be reported by the event Technical Delegate and confirmed by the League President. If a ski area, or state forest requires a report from a league official it is the responsibility of the League President to ensure that this report is copied to the OISRAN. (Executivedirector@oisran.org)

28.5. Discretion to fill out a report may be used when a child asks for first aid for minor injuries, requiring a band-aid or ice pack and TLC.

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

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28.7. Reports will be submitted within 72 hours to the OISRAN Executive Director using the OISRAN designated Incident Report form and emailed to Executivedirector@oisran.org or by using the preferred method of the OISRAN Online Incident reporting. This report is for all accidents/incidents occurring at team practices or OISRAN races. Reports will cover property damage as well as personal injury.

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

28.9. Records from November through March will be maintained by the Board of Directors. An analysis of the data and trends will be made annually.

29. Ski area indemnities and waivers

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

30. Lightning Safety Guidelines (adapted from "NFHS Sports Rules Books")

30.1. These guidelines are a default policy for coaches responsible for making decisions concerning suspending and restarting practices and/or skiing events based on the presence of lightning or thunder. If a school has different guidelines, follow the school guidelines. [Any activities at a ski area will be suspended and restarted based on the ski area's decision to close trails and reopen them.]

30.2. Assign one person to monitor local weather conditions before and during practices and/or events.

30.3. Have an evacuation plan, identifying an appropriate nearby safe area.

30.4. Develop criteria for suspension and resumption of outdoor activities:

- When thunder is heard or a cloud-to-ground lightning bolt is seen, the leading edge of the thunderstorm is close enough to strike your location with lightning. Suspend play for 30 minutes and take shelter immediately.
- 30-minute rule. Once practice/event has been suspended, wait at least 30 minutes after the last thunder is heard or flash of lightning is witnessed prior to returning to activity.
- Any subsequent thunder or lightning after the beginning of the 30-minute count will reset the clock and another 30-minute count should begin.

30.5. Inform student athletes of the lightning policy at the start of the season.

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31. Air Quality Guidelines. These OISRAN guidelines have been copied from the OSAA guidelines, which were created in consultation with the Oregon Health Authority (OHA). The OISRAN guidelines provide a default OISRAN policy to those responsible for making decisions concerning the cancelation, suspension, and/or restarting of OISRAN practices and activities based on poor air quality.

31.1. **Designate Personnel:** Given the random behavior of wind and air currents, air quality may change quickly. A Head Coach or supervising certified coach will monitor the air quality prior to and during outdoor activities. While typically due to wildfires, coaches need to also consider non-wildfire situations if the air quality is unhealthy.

31.2. **Areas with Air Reporting Stations:** The Air Quality Index (AQI) should be monitored throughout the day, and during an event, to have the best data possible to make informed decisions about conducting practices and activities. Head Coaches or supervising certified coaches shall review the AQI information for all regions throughout the state on either the Oregon Department of Environmental Quality (DEQ) website at <https://oraqi.deq.state.or.us/home/map>, the Oregon DEQ app "OregonAir", or on the Environmental Protection Agency (EPA) Air Now website at https://airnow.gov/index.cfm?action=airnow.local_state&stateid=38 to determine if action is necessary (see chart below). Head Coaches or supervising certified coaches shall regularly review the AQI throughout events to assess deteriorating conditions.

31.3. **Areas Without Air Reporting Stations:** Given the random behavior of factors related to the calculation of the AQI levels in different areas of the state (wind speed and direction) practices or events that are not near a reporting station should consult with local state and/or federal authorities to help determine the AQI level in your specific area. If air monitoring equipment is not available, Head Coaches or supervising certified coaches should utilize the 5-3-1 Visibility Index to determine air quality.

- **5-3-1 Visibility Index:** Making visual observations using the 5-3-1 Visibility Index is a simple way to estimate air quality and know what precautions to take. While this method can be useful, you should always use caution and avoid going outside if visibility is limited, especially if you are sensitive to smoke.
 - Determine the limit of your visual range by looking for distant targets or familiar landmarks such as mountains, mesas, hills, or buildings at known distances. The visual range is that point at which these targets are no longer visible. As a rule of thumb: If you can clearly see the outlines of individual trees on the horizon it is generally less than five miles away. It is highly recommended that Head Coaches and supervising certified coaches use pre-determined landmarks that were established on a clear day to determine their visual range.
 - Ideally, the viewing of any distant targets should be made with the sun behind you. Looking into the sun or at an angle increases the ability of sunlight to reflect off of the smoke, thus making the visibility estimate less reliable.
 - Be aware that conditions may change rapidly and always use the more conservative of multiple metrics (AQI, 5-3-1 Visibility Index, etc.).

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31.4. This chart will help determine the action needed based on the air quality in your area.

Air Quality Index (AQI)	5-3-1 Visibility Index	Required Actions for Outdoor Activities
51 - 100	5-15 Miles	Athletes with asthma should have rescue inhalers readily available and pretreat before exercise or as directed by their healthcare provider. All athletes with respiratory illness, asthma, lung or heart disease should monitor symptoms and reduce/cease activity if symptoms arise. Increase rest periods as needed.
101 – 150	3-5 Miles	Because they involve strenuous activity for prolonged periods of time, all outdoor activities (practice and competition) shall be canceled or moved to an area with a lower AQI. Move practices indoors if available. Be aware that depending on a venue’s ventilation system, indoor air quality levels can approach outdoor levels.
151 - 200	1-3 Miles	Because they involve strenuous activity for prolonged periods of time, all outdoor activities (practice and competition) shall be canceled or moved to an area with a lower AQI. Move practices indoors, if available. Be aware that, depending on a venue's ventilation system, indoor air quality levels can approach outdoor levels.
>200	1 Mile	Because they involve strenuous activity for prolonged periods of time, all outdoor activities (practice and competition) shall be canceled or moved to an area with a lower AQI. Move practices indoors, if available. Be aware that, depending on a venue's ventilation system, indoor air quality levels can approach outdoor levels.

31.5. Additional Resources: Teams may also refer to OHA's fact sheet regarding School Outdoor Activities During Wildfire Events at <https://apps.state.or.us/Forms/Served/le8815h.pdf>. NOTE: While OHA's guidelines do allow for light outdoor activities in the orange level, the intensity and duration of high school practices/competitions are not considered light activity.

32. Competing in events that are not sanctioned by OISРАН

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

- When an OISРАН team competes in an event that is not sanctioned by OISРАН, that team cannot represent itself as an OISРАН team.
- When a student who is registered with OISРАН competes in an event that is not sanctioned by OISРАН, the student cannot represent himself/herself as an OISРАН skier.
- Students who are coached by OISРАН member and associate member coaches CAN compete as members of OTHER ski clubs/organizations (US Ski and Snowboard, for example) in events that are not sanctioned by the OISРАН
- Coaches, volunteers, and students are not insured by OISРАН for events that are not sanctioned by OISРАН.

33. Financial Policies

33.1. The OISРАН requires each League to have its own Assumed Business Name (DBA) using the OISРАН Tax ID#. Only the OISРАН bank account, and the League bank accounts will use the OISРАН Tax ID #. No other bank accounts (team, for example) may use the OISРАН Tax ID#.

33.2. Submitting paperwork to the OISРАН Treasurer:

- Each League President/Treasurer will submit to the OISРАН treasurer the proper paperwork describing the league bank account activity so the state treasurer can file with the IRS each year.

33.3. Approval of expenditures:

- All expenditures from the state treasury must be approved by the OISРАН President or the Board of Directors.
- All expenditures from a League bank account must be approved by the League President and must comply with the League-approved budget and all OISРАН policies.

33.4. Check-signing authority:

- The Executive Director and president each have the authority to sign checks from the OISРАН bank account in accordance with OISРАН's policies and the Board-approved budget for payment of expenses and distribution of funds as authorized by the Board of Directors.
- The League Treasurer and League President each have the authority to sign checks from the League bank account for the payment of expenses and distribution of funds as authorized by the League coaches.

34. Fundraising Policies

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

34.2. Roles and Responsibilities

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

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

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

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

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

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

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

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

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

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

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

34.5. Solicitation

34.5.1. **Ethical Practices.** Every aspect of solicitation of charitable gifts must be conducted with the utmost integrity and with the charitable purposes of the OISRAN as the primary consideration. All board members staff and volunteers will be provided a copy of the Donor Bill of Rights (attached) and are required to conform to that document in all solicitation activities.

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

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

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

- OISRAN will pay for its own attorney's fees, although such expense may be deducted from the gift if disclosed to the donor before the gift is accepted.
- Fees related to the sale of donated property or stock will be deducted from the gross receipts for the sale, unless other arrangements have been made with the donor. Final approval for the organization's payment of any other fees requires authorization by the Board of Directors. The following fees are prohibited:
 - Finders' fees for current or planned gifts.
 - Investment or administrative fees that in any way could be construed as compensation for a gift being made to OISRAN or for its benefit.

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

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

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

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

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

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

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

34.7. Donor Recognition and Stewardship

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

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

34.7.2. **Naming Policy.** The Board may approve opportunities for donors to give a minimum gift and therefore be recognized by having a particular program, physical space, fund or something similar named after them. The Board may approve naming opportunities individually or as a list of available opportunities with corresponding minimum gifts for each. Care should be taken to designate minimum

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amounts which maximize giving potential, but do not alienate past donors. Naming opportunities must be documented in a Gift Agreement. Unless the Gift Agreement provides otherwise, the term of any Naming Opportunity shall be for the lesser of 25 years or the life of the object, fund, or program named.

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

35. OISRAN Policy and Rules Committee

35.1. The Policy and Rules Committee meets in the Spring, preferably annually.

- The OISRAN Board selects a minimum of 3 people to be on the Policy and Rules Committee.
- The Committee selects a chairperson.
- The Policy and Rules Committee meeting may be by email, video conferencing, or other electronic communication in lieu of an in-person meeting.
- Each committee member has one vote, but the goal is to achieve consensus.

35.2. Duties of the Policy and Rules Committee

- To review OISRAN Policies and Race Rules
 - Suggest that recent changes in US Ski and Snowboard Race Rules and OSAA Policies are reviewed to see if they relate to OISRAN Policies and Race Rules.
- To receive and review suggestions for changes to OISRAN Policies and Race Rules prior to presenting proposed changes to the Board.
- To initiate changes to OISRAN Policies and Race Rules.
- To present a final copy of proposed Policy and Rule changes to the OISRAN Board.

35.3. Proposals submitted to the Policy and Rules Committee for Review

Proposals will be submitted to the Policy and Rules Committee no later than three (3) weeks prior to the Spring OISRAN Board meeting

- Suggestions will be in writing.
- A personal presentation by the person or persons offering the rule proposal may be requested.
- All proposals to change OISRAN Policies and OISRAN Race Rules must be written and clearly referenced to the OISRAN Policies and OISRAN Race Rules. If US Ski and Snowboard or FIS rules are used as a reference, the respective references must be clearly stated.

36. Gender Identity Participation

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

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

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

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

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

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

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

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

36.2. Participation. For historical reasons, ski teams have typically been gender segregated. Formulating new processes to address concerns about participation regardless of a student's gender identity requires a new approach to eligibility, an approach reflected in these policies. In interpreting these policies, the OISRAN recognizes the value of ski racing programs for all students and the potential for inclusion to reduce harassment, bullying and barriers faced by certain students.

36.2.1. The OISRAN accepts the school enrollment procedures regarding gender identity that have been established at the school where the student is enrolled and the OISRAN will refer to school registration/enrollment information for determining any gender identity issues. Because of the diversity of private and public school rules that may bear on such determinations, and gender identity issues being particularly sensitive, the OISRAN will not make independent determinations and will not become involved in any disputes regarding gender identity issues.

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36.2.2. Subject to Policy #36.2.1, once a transgender student has notified the OISRAN of their gender identity (as established by the policies of the school where the student is enrolled), the student shall be consistently treated as that gender for purposes of eligibility for ski teams, provided that if the student has tried out or participated on a ski team as one gender, the student may not participate during that same season on a ski team of the other gender.

36.2.3. Subject to Policy #36.2.1, once a nonbinary or intersex student has notified the OISRAN of their gender identity (as established by the policies of the school where the student is enrolled), the student shall be treated as either gender for purposes of eligibility for OISRAN ski teams, which are gender-segregated, provided that if the student has tried out or participated on an OISRAN ski team as one gender, the student may not participate during that same season on a ski team of the other gender.

37. OISRAN paid officials for the OISRAN State Championship events

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

- Must be at least 18 years of age,
- Must have passed a criminal background check by OISRAN, refer to Policy #7.6,
- Must have signed an independent contractor contract with OISRAN.
- If the paid official is a Technical Delegate, they must complete the NFHS concussion course or an equivalent course during the applicable ski season.

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

- Officials shall master the rules of competition and shall exercise authority in an impartial, firm, and controlled manner.
- Officials shall work with each other and the OISRAN in a constructive and cooperative manner.
- Officials shall take reasonable steps to educate themselves in the recognition of emergency conditions that might arise during the course of competition.
- Officials shall not use tobacco products (including e-cigarettes), illegal drugs, cannabis, and/or alcoholic beverages or be under the influence of prescribed pain medications, illegal drugs, cannabis, and/or alcoholic beverages when in contact with athletes.
- Officials shall not exhibit unsportsmanlike conduct at an OISRAN 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.
- Officials shall not engage in any action which gives rise to a concern for the safety of the students due to the official's conduct, indicates that the official cannot objectively perform the official's duties, or otherwise is inconsistent with the Officials Code of Ethics and OISRAN Policies and Regulations.

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37.3. Procedure for Reporting ethical or conduct violations

- A complaint against an OISRAN state meet paid official for not meeting the OISRAN requirements or for violating the OISRAN Officials Code of Ethics shall be submitted to the OISRAN Executive Director in accordance with OISRAN Policy #18.
- The OISRAN Board may suspend the official from participating in OISRAN state meets for a designated length of time, based on the reported violation.

38. OISRAN Wax Rules:

38.1. The intent of OISRAN wax rules is to provide fairness while minimizing costs, avoiding health hazards, and protecting the environment.

38.2. The OISRAN Board will create a list of approved glide waxes, which will be the only waxes allowed in the glide zone for all OISRAN sanctioned races. (Appendix C)

38.3. The list will reflect a move towards fluoro-free glide waxes as that change takes place. Coaches are advised not to purchase new fluoro products.

38.4. For the kick zone, all commercially available can and klisters waxes are allowed. Products for de-icing on non-wax skis will be listed on the approved glide wax list.

38.5. Any skis that have been previously waxed with a wax that is not on this list will need to be cleansed by waxing, scraping, and brushing two times with a wax on the approved list before they can be used in an OISRAN sanctioned event.

38.6. This list is a living document that can be amended by the OISRAN Board at any time. The Board will be guided by the intent of the rules.

39. Driving to Races and On-snow Practices: Each team will establish its own policies for when a student can drive themselves or others to or from races and on-snow practices.

40. OISRAN Start-up Grants: Start-up grants of up to \$500 can be awarded to new OISRAN teams, to be used for participation fees, trail passes, and ski rentals for their first year.

41. OISRA State Championships Policies

41.1 Eligibility of individuals for the State Championships is defined in OISRA Policy #16.

41.2. Individual selection for the State Championships

- If the number of racers participating in the State Championships must be limited, the total number of racers of each gender from each league entered in each race (Classic and Freestyle) at the State Championships may not exceed the League Allotments announced by the Administrative Officer no later than January 1.
 - The **League Allotments** for each gender in each league is a percentage of the total number of registered varsity racers of that gender in that league.
 - Varsity racers on full and associate teams are included in the total number of registered racers.
 - The January 1st rosters are the references for the numbers of racers.
 - Calculations of percentage to use for League Allotments
 - Divide the number of allowed participants in the state meet by the total number of registered varsity boys and girls in the state to calculate the percentage to use for the League Allotments.
 - The **League President** submits to the Chief Calculator/Race Registrar the names of the racers who fill the League Allotments for each race.
 - The League President converts League Allotments to “**Team Allotments**” (the number of racers each team may enter in each individual race at the State Championships).
 - Each team is allowed up to 6 racers of each gender, and the League President allows any team that has more than 6 racers of each gender to enter an additional number of racers, based on the performance of the racers in League competitions.
 - The **coach** selects the racers from their team for each individual race.

41.3. Eligibility Certification of Racers competing in the State Championships

- League races must be completed by the entry deadline for the State Championships.
- The coach will verify that each racer who intends to participate in the State Championships has met the eligibility criteria for the State Championships (Policy #16).
 - If the number of racers participating in the State Championships is not limited, the **coach** submits to the Chief Calculator/Race Registrar the names of the racers who will compete in each race.

41.4. OISRA State Meet Oversight Committee

- The OISRA Board is the State Meet Oversight Committee.
- The League liaisons assign people to be in charge of areas of responsibility for the State Championships (Appendix D).

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- The OISRAN President appoints a state meet coordinator who shall be responsible for the administration of the State Championships, and with keeping the members of the OISRAN Board informed with the progress in its planning.

41.5. The OISRAN Board allows time at the Fall meeting to make initial plans for the State Championships.

41.6. Duties of the State Championships Coordinator

- The State Championships Coordinator shall supervise all state meet activities.
- The State Meet Coordinator will schedule and preside over the final State Championships Planning Meeting, which will take place at least one week prior to the State Championships.
- The State Championships Coordinator shall collect feedback for that season's State Championships and report this information to the OISRAN Board at their Spring meeting:
 - Banquet information: location, number attending, cost of food
 - Information regarding the awards – cost and where purchased
 - State Championships budget and expenses
 - A critique and evaluation of the State Championships by race officials and race workers

41.7. Delegation of Duties for officials and volunteers for the State Championships

All teams shall provide officials and volunteers for the State Championships, according to the League's assigned areas of responsibility (Appendix D).

41.8. Schedule and Competition Program

41.8.1. The State Championships will be 2 days in length and begin no later than the Friday before the week OSAA Spring Sports training begins.

41.8.2. The length of the courses and race format will be:

- One event will be a Boys and Girls 4.5 K – 6 K Mass start.
- A second event will be a Boys and Girls 5 K Interval start.
- A third event will be a Boys and Girls Mass Start Varsity relay – the disciplines for each leg will be CL, FS, FS.
- An optional fourth event will be a Junior Varsity Relay if time and conditions allow.

41.8.3. Preference is for Friday's event to be a Freestyle race.

41.8.4. The preferred location of the state meet is Mt. Bachelor. If Mt. Bachelor is not available, the OISRAN Board will decide an alternate location.

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41.9. Seeding

41.9.1. Seeding procedures for the State Championships individual races will be established annually by the OISRAN Board.

41.9.2. Separate start orders will take place for the Freestyle and Classic events, Girls and Boys races.

41.9.3. The lanes for the relay event will be assigned during the State Championships according to the team standings from Friday's individual race.

41.10. Inclement Weather Procedures

- Shorten course
- Postpone the race
- It is conceivable that the State Championships may need to be decided based on those events already run.

41.11. Scoring for teams

Follow [OISRAN Race Rule 17](#) for how teams are scored for individual and relay races.

The overall team points for any team at the State Championships will be the sum of the team points from the two individual races and the team points for the relay race. Ties are broken according to the [OISRAN Race Rule 18](#).

41.12. Scoring for individuals: To determine the ranking for the individual combined awards, the elapsed times for each competitor for the two individual races will be added. If two or more competitors have the same combined time, they shall each be given the same place on the official results. Therefore, if two are tied for first place, there will be no second-place winner but the next place listed will be third place. If the tied competitors place in the top 15, then another medallion will be made for one of the racers who tied.

41.13. Race Information

Information shall be posted on the website three (3) weeks prior to the State Championships

Information shall include

- Maps for individual races, the relay race, and stadium configurations
- A summary of race rules – reminders of rules specific to the State Championships
- Schedules
- Trail Pass cost
- Information on Awards Banquet/Awards Ceremony

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- The medical plan
- An online process for volunteering for working at the event
- Access to contact information for State Championships coordinator

41.14. Funding

41.14.1. OISRAN will provide some funding for the State Championships expenses.

41.14.2. The desired goal is to have the operational expenses (awards, grooming fees, trail passes, race food, Technical Delegate expenses) covered by donations and sponsorship.

41.14.3. The expenses for lodging and travel expenses for each coach and racer will be paid by the individuals or schools.

41.14.4 The final decisions about funding for the State Championships and what expenses are the teams' responsibility are made by the Board when they make budget decisions.

41.15. Awards for performance at the State Championships

The OISRAN shall be responsible for acquiring trophies and medallions, which shall be consistent in size and style with those awarded by OSAA at State Championship events.

Team Trophies

One team trophy shall be provided for the first place combined Boys & Girls teams (1)

Team trophies shall be provided for places 1-5 in the following categories:

- Girls Team (Combined Classic, Freestyle, Relay) (5)
- Girls Team Relay (5)
- Boys Team (Combined Classic, Freestyle, Relay) (5)
- Boys Team Relay (5)

Individual Medallions

Individual medallions shall be provided for:

- Members of Girls 1st - 5th Relay teams (15)
- Members of Boys 1st- 5th Relay teams (15)
- Individual Places Girls Combined times 1st – 15th (15)
- Individual Places Boys Combined times 1st – 15th (15)

41.16. Awards for “Most Improved”

OISРАН will be responsible for providing “Most Improved” awards (plaques) for the most improved skiers on each team comprised of students from the same school.

- The recipients of the awards are determined by the Head Coach for each team.
- The number of racers on the team (combined number of boys and girls) must be more than three students
- The Head Coach selects only ONE student, even though the team may be comprised of both boys and girls teams.

41.17. The Race Course for the State Championships

41.17.1 The Total Climb of each individual State Championships course shall be 50-200 meters.

41.17.2 Each State Championships Relay Course should preferably have one lane per team, but there must be at least five (5) lanes.

41.18. Course Selection and Inspection

41.18.1. At least 6 weeks prior to the first day of the State Championships, the Chief of Course will present maps of the selected courses to the OISРАН Board and the Technical Delegate for their approval. The course map will include the following information:

- The selected courses will be defined, including course distances, height differences (HD), differences in height of a single climb (MC), and total climb (TC)
- A description of the start area (number of lanes) to include the method of start (interval or mass), the finish area (number of lanes), and the relay exchange area.

41.18.2. The approval time period will end at least three (3) weeks prior to the first day of the State Championships, at such time, the approved course maps will be announced (preference by email) to the coaches by the Chief of Course or the State Championships Coordinator; and the course maps will be posted on the website.

41.18.3. The approved courses are binding and can be changed only by the Technical Delegate’s authority as outlined in the OISРАН Race Rules.

41.19. Technique Zones

- At least one (preferably two) Technique Zones will be included in the classic State Championships race. (OISРАН Race Rules 12.1.1)
- The technique zone(s) will be selected and marked by the Chief of Course and Technical Delegate one day prior to the classic race.
- Each Technique Zone should be monitored for violations by two officials.

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Appendices

Appendix A

OISRAN Coaches Code of Ethics

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

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

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

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

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

The coach shall exert their influence to enhance sportsmanship by parents and spectators.

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

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

Appendix B

OISRAN Abuse/Molestation Guidelines

Purpose of OISRAN Abuse/Molestation Guidelines

The Abuse/Molestation Guidelines are not intended to serve as legal advice or to supplant legal definitions of abuse and harassment. Instead, these guidelines are designed to raise awareness of areas of concern, provide examples of objectionable behavior, and identify "**Good Practices.**"

Definition of a Child: For the purpose of these guidelines, a child is defined as anyone under the age of 18 years or a student who is registered with OISRAN.

Statement

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

1) POSITIONS OF TRUST

Good Practices:

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

Unacceptable Behavior

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

2) PHYSICAL CONTACT

Good Practices:

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

- To develop or demonstrate sports skills.
- To diagnose or treat an injury.
- To give appropriate sport massage.

These actions should only be carried out by appropriately qualified coaches.

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

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

3) GENERAL SUPERVISION

Good Practices:

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

Unacceptable Behavior:

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

4) BULLYING

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

Good Practices:

- Have a “no bullying” policy for your team.
- Be Vigilant
 - Watch for signs of bullying.
 - Note changes in behavior.
 - Notice drop in performance.
 - Notice physical symptoms and signs.

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5) DEFINING ABUSE: PHYSICAL, EMOTIONAL, NEGLECT, SEXUAL, OTHER

Physical Abuse

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

Emotional Abuse

- May involve telling a child that they are useless, devaluing them.
- Constant criticism and negative feedback.
- Shouting threats or taunts.
- Unrealistic expectation of performance at levels above a child's capability.

Neglect

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

Sexual Abuse

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

Other Types of Abuse - Have the awareness that Oregon State Law also defined two other types of abuse

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

6) ACTION

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

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Remember

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

Acknowledgments

These guidelines were derived in part from the work done by US Ski and Snowboard for education for their club development program.

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Appendix C

OISРАН Approved Glide Waxes

(April 2020)

Brand	Wax/Line
FastWax	High Speed Lines, High Speed Low Fluoro Lines
Prairie Ski/Ulla	Naturals - All Non Fluoro Glide Wax
SkiGo	LF, NF - Lines in Liquid or Paraffin
Solda	F15 Liquid or Paraffin, Techno Red, Universal, OK Liquid, HC1, EcoJet
Swix	LF, CH - Lines in Liquid or Paraffin
Toko	LF Dibloc, LF Tribloc, HC, NF, Xcold Powder, Express - Lines in Liquid or Paraffin
Vauhti	LF, LF Race, Clean and Glide, Quick Base - Lines in Liquid or Paraffin

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Appendix D

Worksheet for Planning State Championships

The OISRAN Board is the State Championships Oversight Committee. League Liaisons will assign people from their League to assume duties listed on this planning worksheet.

OISRAN President will appoint a State Championships Coordinator, who supervises all State Championships activities.

State Championships Coordinator _____

Committee – and description of jobs	Friday	Sat.
Awards Banquet: Reserve location People to handle decorations, set up tables, podium, and PA system Two people to check in people who will be eating Master of Ceremonies for awards presentation People to assist MC for presenting awards Set up table for awards Slides for Logos – way to project them on screen Order food and coordinate with caterer	NA	
Awards: Order and pick up awards Make a list of awards for MC Include Biathlon plaque and individual awards	NA	
Determine Most Improved for Each Team and give names to person ordering awards if there is time	NA	
Merchandise for sale – coordinate with HotTees – approve design and make plans for them to get there early	NA	
State Meet Programs – get logos and updated organization officers – names of participants – print off copies	NA	
RACE COMMITTEE – Coordinates how race is organized		
RACE COMMITTEE: Chief of Race: Directs and controls the work of all officials Works with Ski Area to confirm date and communicate what ski area wants		
RACE COMMITTEE: Chief of Course- (could be 2 people) (1) Selects course and (2) is responsible for preparation of the course Prepares maps for courses and stadium layout		

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<p>RACE COMMITTEE: Chief of Timing Oversees all timing crews Coordinates with Chief of Calculations</p>	
<p>RACE COMMITTEE: Chief of Calculations Creates start orders for each race Calculates all elapsed times for individuals and relay races Creates report for individual results and team results for each day Posts results</p>	
<p>RACE COMMITTEE: Race Secretary Produces and distributes all technical data for the races Creates and distributes schedules Puts all race information on the website Makes copies (as requested) of Start Orders, maps, medical plans Handles media reports Sets up link for volunteers on website</p>	

	Friday	Sat.
<p>Technical Delegate: prefer a US Ski and Snowboard official oversees Safety & Rules</p>		
<p>Chief Medical Officer: Selects some assistants Works closely with Mt. Bachelor Ski Patrol Oversees handling all medical incidents (Tent is provided by Southern League)</p>		
<p>Chief of Course Monitors: Instructs Course Monitors how to do their job and where they are stationed on the course Instructs technique monitors and tells them their location on the course</p>		
<p>BIBS – Person who sorts bibs and puts bibs in packages for each school (Individual bibs and Relay bibs) Person who distributes bibs to coaches at check-in Puts Relay Sign in sheets in Relay Bib packages Puts coaches packets in Individual Bib packages</p>		
<p>Race Food Plans food and food supplies for a race (11pprox.. 200 racers) Purchases or solicits food for the food tables Finds Volunteers to work at food tables Includes preparing beverages</p>		
<p>Volunteers for Timing Crew – Will be coordinated by the chief of Timing Start Supervisor Start Volunteers Finish Volunteers Photo Finish for Mass start race and varsity relay races</p>		

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<p>Volunteers for Course Monitors -Will be coordinated by the volunteer coordinator Includes technique monitors for classic race Includes relay zone referees</p>			
<p>Volunteer Coordinator for Race Set Up -Will be coordinated by the volunteer coordinator Sets up Stadium Sets up Food tables Sets up Announcer’s station Sets up Check-in tables Sets up Start Wand if needed Sets up signage on course Sets up mass start position markers if needed</p>			
<p>Announcer – on PA system for races</p>			
<p>Check-in Table – 2 people to check in coaches; 2 people to check in volunteers</p>			

Appendix E Eligibility – Home School Students

Compliance with Oregon Statutory Requirements. In order for a home school student to represent an OISRAN team in competition, the student must satisfy relevant requirements included in the home school statutes (ORS 339.030, ORS 339.035, ORS 339.460), which are the following:

- A. **Notification of Intent to Home School.** The home school student shall notify the local education service district (ESD) within ten days of withdrawal from the public school and prior to the first day of participating in an OISRAN activity.
- B. **Meet School District Eligibility Requirements.** If the school has signed the OISRAN School Agreement Form #1 or the School Agreement Form #2, the home school student shall meet all school district eligibility requirements for participation in OISRAN activities, with the exception of the school district’s school or class attendance requirements.
- C. **Meet School District Responsibilities and Standards of Behavior and Performance.** The home school student shall be required to fulfill the same responsibilities and standards of behavior and performance of other students enrolled in the school who are participating on an OISRAN team and shall be required to meet the same standards for acceptance on the team that are written in the team rules.
- D. **Academic Eligibility Requirement.** The student assures OISRAN that they are on track for graduation during the time they are participating on an OISRAN team.
- E. **Compliance with OISRAN Deadlines and Regulations.**
 - 1) **Deadlines**
 - **Notification of Intent to Home School.** In order to *represent a public or private school in OISRAN activities, the home school student shall notify the local ESD of their intent to Home School prior to the first day of participating in an OISRAN activity with a team from that school.
 - 2) **Other OISRAN Regulations**
 - **School Representation (OISRAN Policy 10.6).** A home school student is eligible to *represent only a public or private school located within the public school attendance boundaries of the joint residence of the student and student’s parents.
 - **Duration of Eligibility/Graduation (OISRAN Policy 10.2).** A student may participate in the OISRAN program for four consecutive years after entering the 9th grade. A student must participate as a Provisional Skier prior to entering the 9th grade.
 - **Age Restrictions (OISRAN Policy 10.3).** A student who becomes 19 before August 15 is ineligible for interscholastic competition. A student who becomes 19 on or after August 15 shall remain eligible for the OISRAN Participatory Season for that school year.

*If a home-schooled student is affiliated with a school that does not allow the use of the school name in OISRAN activities, then the student may compete on a community club team that designates their teams based on the school the student is enrolled in.

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Section A: Race Organization

1. The Members of the Race Committee
2. The Duties of the Race Committee
3. The five (5) voting members of the Jury
4. Duties of the Jury
5. Duties of Race Officials

Section B: The Cross-Country Race Rules

10. Race Operations
11. Description of the Cross-Country Competition Course
12. Technique Definitions
13. Methods of Start
14. False and Late Starts
15. Timing
16. The Race
17. Calculations of Results
18. Tie Breaking – Teams
19. Tie Breaking – Individuals
20. Announcement of Results
21. The Official Result List
22. Reports
23. Cold and Warm Weather Precautions
24. Penalties
25. Protests
26. Right of Appeal
27. Calculation Error
28. Medical Plan for Races

Section C: Relay Competitions

50. Timing Procedures for Relay Races
51. Special Officials
52. The Relay Course
53. The Method of Start for Relay Races
54. The Exchange
55. Penalties
56. Entries

Section D: Pursuit Competitions without a break

Section E: Paintball Biathlon

70. Fundamental Rule
71. Shooting Range Rules
72. Additional Race Officials and Race Helpers for Paintball Biathlon
73. Optional scoring system

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Section F: Southern League Race Series

- 75. Definition of Specific Races for Race Series
- 76. Calculating Individual League Points
- 77. Individual Awards for the Race Series
- 78. Calculating Team League Points
- 79. Team Awards for the Race Series

Section G: Pairs Relay

Section H: Kings Court Sprint Race

- 90. Definition
- 91. Courses and Stadium
- 92. Start Order and Start Procedure
- 93. Timing
- 94. Jury and Protest

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Section A: Race Organization

1. The Members of the Race Committee

- Chief of Race
- Chief of Course
- Chief of Timing
- Chief Calculator
- Race Secretary
- Additional members at the discretion of the organizing team

2. The Duties of the Race Committee

- Appoints a Technical Delegate and members of the jury.
- Administers the rights, duties, and obligations of the organizer of any sanctioned event.

3. The five (5) voting members of the Jury are

- the Technical Delegate, who serves as the chairperson of the jury
- the Chief of Race
- the Chief of Course Monitors and
- Two other members appointed by the race committee
 - For league races, the other members are preferably from different teams who are not hosting the event.
 - For the State Championships, the other jury members are preferably from different leagues.

3.1 If any jury members are involved directly in the protest, then a neutral jury member will be used.

4. Duties of the Jury

- Ensure that the race is organized and carried out according to OISRAN rules.
- Decide whether a competition shall be canceled, interrupted or postponed.
- Decide about any late entries, starting orders, etc.
- Decide on any protest or penalty.
- The jury members will be available to serve at the jury meeting during the full allowable time of the protest period.

5. Duties of Race Officials

5.1 Technical Delegate:

- Will be approved by the Race Committee with preference made to individuals who have attended an OISRAN approved Nordic officials' clinic within the past two years.
- Makes sure the event is run according to OISRAN rules and all technical aspects are in accordance with OISRAN rules.

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- 5.1.2 Technical Delegate duties before the competition:
- Shall examine the course with the help of profiles, drawings and other material.
 - Shall make necessary approval judgment.
 - Shall visit the terrain of the competition site and have accurate knowledge of the courses to be used.
 - Shall keep informed of the technical preparations being made by the organizers and be well acquainted with the technical organization.
 - Is able to give advice and information as needed to those in charge and make any necessary changes.
- 5.1.3 Technical Delegate duties during competition:
- Must be present during the entire period of the competition and should be at the competition site early enough to make a final inspection before the start of events, including the start, finish, and relay zones.
 - Make sure that the starting arrangements function in accordance with OISRAN requirements, as published.
 - Proceed to the finish line and make the same inspection there.
 - Visit the relay zone to inspect check points or any critical points on the course, if necessary.
 - Remain at the site of the event until the last competitor has reached the finish line.
 - If the TD has to leave the site before the end of the event, the Chief of Race must be informed.
 - Assists all officials and race personnel to make sure the race is run safely and effectively.
 - Advises the organizers within the scope of their duties.
 - In critical cases, above all in cases of danger to the health or safety of the competitors, the decision of the TD (even contrary to the votes of the other Jury members entitled to vote) is binding. In such a case, the TD must put his decision in writing, together with the reasons for it and bring it immediately to the attention of the OISRAN Board.
- 5.1.4 Technical Delegate Duties after the Competition
- Meets with the jury to make any necessary decisions.
 - Obtains the unofficial results from the chief calculator and approves the official results before they are posted as "official."
 - Submits a report to the OISRAN Board.
- 5.2 Chief of Race
- Directs and controls the work of all officials.
 - Summons meetings of the Race Committee.
 - Acts as chair of the Coaches Meetings after consultation with the TD.
 - Is responsible that no competitor is left on the course after the finish of the race.
 - Informs the coaches of the following: place, time and method of start; marking of the course; position of food and refreshment stations.
- 5.3 Chief of Course
- Selects the course in consultation with the race committee.
 - Is responsible for the preparation of the course in accordance with the regulations.
 - Makes arrangements regarding the course for location of food, race headquarters; prepares maps and profiles.

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- Is responsible for ensuring that competitors and officials have adequate space at the start and finish, including any parts of the course such as practice loops, etc.
- Is well acquainted with the terrain.
- Is preferably an experienced skier with some competition background.

5.4 Chief Steward

- Makes arrangements for providing food and refreshments for racers and race help.
- Sets up food station/s.

5.5 Chief of Timing

- Responsible for the coordination of personnel for starting, time-keeping and calculations.
- Starter and time keepers work under the direction of the Chief of Timing.
- Establishes controls in the finish area.

5.6 Race Secretary is responsible for

- all secretarial work concerning the technical aspects of the competition,
- all forms and paperwork including any paper starting lists,
- notifying media of results

5.7 Chief Calculator is responsible for

- creating all starting lists and posting them electronically.
- computing all race calculations.
- posting infractions at the same time the unofficial times are posted so that jury members and coaches have the information.
- calculating the final team tabulations.
- posting unofficial results online and/or at the event.
- any print-outs of documents as may be requested by the Technical Delegate on race day.
- making any corrections (if needed) and posting the official final results electronically.

5.8 Chief of Course Monitors

- Reports to Chief of Race and coordinates with the Chief of Course.
- Decides together with Chief of Race and TD the suitable placing of course monitors.
- Informs course monitors of their duties: that they may use video equipment and they must be ready to testify before the jury about any infractions they note.
- Equips course monitors with control cards and other material (maps, etc.) that may be necessary and assigns them to their positions.
- Collects all pertinent information and control cards after the competition and reports any infractions to the jury and the Chief Calculator.

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Section B: The Cross-Country Race Rules

All OISRAN sanctioned races will be run in accordance with the following rules and regulations. Currently published US Ski and Snowboard Competition Guide shall govern OISRAN cross-country competition in all areas not specifically covered in the following race rules.

10. Race Operations

10.1 Coaches and Officials During the Competition

10.1.1 Identification of coaches and race officials is desirable so that competitors and coaches know who is making a request.

- Identification can be by arm bands or bibs
- The head coach of each team will be allowed to wear a coach's bib or armband. The head coach wearing this identification has the right to approach the officials during a race.

10.1.2 Coaches' Meetings: A coaches' meeting will take place on race day at least 1 hour prior to the race. Coaches are responsible to have reviewed the course and be ready to approve it or make suggestions for changes. Announcements will be made about bib turn-in, meeting place for jury, any procedures the coaches and racers must know, etc.

10.1.3. Officials' and Coaches' Behavior

- Officials, coaches, and their staff members will refrain from use of alcohol, tobacco, controlled substances and profanity in the immediate Start/Finish areas as well as along the course.
- Any officials or coaches found in violation will be told to leave the race at that point and will not be allowed near the course with their team during the following races. A letter of reprimand will be sent to their League Representative.

10.2 Race Entry

10.2.1 Entry procedures and deadlines for races

- The OISRAN Board will set entry procedures and deadlines for the **State Championships**.
- Each race organizer for a League race shall set entry procedures and deadlines for their **League** race.

10.2.2. Seeding Interval start races

- Procedures for seeding for the interval start race for the **State Championships** will be decided by the OISRAN Board annually.
 - Separate ordering of the seeds will take place for the Girls and the Boys teams for the State Championships.
- Procedures for seeding for the interval start **League** races will be decided by the race organizer.
 - Separate ordering of the seeds for Boys and Girls teams is not a requirement for League races.

10.2.3. Mass starts

- The mass start should be carried out using a handicap start system. This means that the highest ranked athlete has the most favorable start position followed by the next highest ranked athlete. This can be organized using angled start lines (arrow >>>>) with each competitor separated by a fixed distance interval.

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EXCEPTION: Northern League and Mt. Hood League have the option to not use a handicap start system for **League** Mass Start races.

- 10.3 One refreshment station must be provided near the finish of the race course.
- 10.4 Warm-up areas should consist of the same terrain and grooming as the race course and be in close proximity to the start area.
- 10.5 For order and control on the courses the following principle applies:
- From 5 minutes before the start until the time the Chief of Course (or his appointee) clears the course after the last competitor, all non-competitors, except coaches and officials are no longer permitted to ski on the designated race course.
EXCEPTION: For Northern League and Mt. Hood League races, skiing on the course while not competing is acceptable as long as no competitor is obstructed or distracted. It is recommended that the non-competitors ski in the same direction as the race. Course closure is determined by these guidelines, rather than a Technical Delegate's decision.
 - The TD can issue special regulations to allow other specified non-competitors on the designated race course.
 - The race map should have access areas to the course marked.
- 10.6 Competitors during the Competition
- 10.6.1 In all competitions, obstruction is not allowed. This behavior is defined as deliberately impeding, blocking (by not following best line), charging or pushing any competitor with any part of the body or ski equipment.
- 10.6.2 In an interval start race, a competitor who is overtaken must give way on the first demand. This applies in classical technique courses even when there are two tracks and in the free technique courses when the skier being overtaken may have to restrict his skating action.
EXCEPTION
- in marked zones a competitor may not track another competitor. (OISRAN Race Rule 10.6.4)
- 10.6.3 In a mass start race, a competitor who is being overtaken is not required to give way on the first demand, but the overtaken skier must not obstruct the skier who is overtaking them.
EXCEPTION
- A skier in a relay race (mass start) who is being overtaken must give way on the first demand IF the skier being overtaken is in a different leg. The skier being overtaken must give way even when there are two tracks in classic technique courses and in the free technique courses when the skier being overtaken may have to restrict his skating action.
- 10.6.4 Once the competitors enter a zone where corridors are marked, they must choose a corridor. A competitor is allowed to leave the chosen corridor as long as they are not obstructing another competitor. (OISRAN Race Rule 10.6.1)
- 10.6.5 The competitor must comply with the instructions of competition officials.
- 10.6.6 Warming up on any ski competition course must always be done in the competition course direction. No one (coach or competitor) should ever ski on the course against the direction of the competition course. Unless the TD has issued exceptions to this rule.

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- 10.6.7 In the state meet and Southern League races, a competitor's use of electronic devices with earphones is prohibited in the Start area and during the race.
- 10.6.8 The default of using the US Ski and Snowboard rule about pole length will be the way to address any pole length issues for the classic race at the OISRAN state meet. The US Ski and Snowboard rule will be enforced at the state meet ONLY through a protest process.

11 Description of the Cross-Country Competition Courses

- 11.1 The cross-country course shall be laid out so as to be a true test of the competitors' strength, endurance, ski technique and tactical knowledge.
- 11.2 All courses should be completely prepared and groomed with machines. If a diagonal race course has two tracks, they will be set at least 1.20 meters apart, except for temporary terrain restrictions, measured from the middle of each pair of tracks. Sharp turns and changes in course direction as well as steep downhills of the diagonal course should have discontinued tracks so that the racers can step turn or snowplow such sections.
- 11.3 The course shall consist of varying sections of climb, downhill and undulating terrain (recommended approximately 1/3 of each terrain). Climbs that are too long and steep, very difficult and risky downhill sections, as well as monotonous open stretches should be avoided.
- 11.4 Any artificial obstacles are not allowed on the course. The first section of the course should be relatively easy. The most strenuous part of the course should occur about halfway or in the third quarter of the course.
- 11.5 The course may not be set on slopes that entail undue risk to the competitor. Changes of direction shall be gradual and not abrupt.
- 11.6 Courses should not be too flat or monotonous. They should be varied so that endurance and ski technique are put to the test.
- 11.7 A course that is easy should be preferred to one that is too dangerous.
- 11.8 The height difference (HD) shall not exceed 100 m.
- 11.9 The difference in height of a single climb (MC) must not exceed 50 m.
- 11.10 The total climb (TC) limits for the individual Nordic ski course should be within 20 -200 m. for a 5K course, or proportionally by distance.
- 11.11 The course for the State Championships shall not be above 2200 m (7269') unless such standards are specifically waived by the OISRAN Board of Directors, acting in the role of the State Meet Committee.
- 11.12 The course shall be measured. Preferably, the measuring shall be done by tape or line. Could be approximated by GPS or a snowmobile. The course may be set to a plus or minus 10% of the stated distance, i.e., 4.5 K to 5.5 K for a 5K course, to allow for terrain availability.

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- 11.13 There will be a "1K to go" sign set 1K from the finish in plain view. A "200 meters" sign shall be placed at the appropriate distance from the finish.
- 11.14 The start and finish should be clearly marked and preferably be at the same height on level ground.
- 11.15 The mass start should have a minimum of 35 meters of parallel lanes. After 100 meters the lanes should converge to the race course.
- The classic technique competitors are forbidden to leave their lanes.
 - The freestyle technique competitors are forbidden to leave the parallel lanes or to use skating techniques for this distance.
- 11.16 All courses shall be open to competitors for inspection. The Race Committee may limit inspection to certain hours or certain parts for grooming.

12. Technique Definitions

- 12.1 Classical Technique includes the diagonal techniques, the double poling techniques, herringbone techniques without a gliding phase, downhill techniques and turning techniques. Single or double-pole skating is not allowed. Turning techniques comprise steps and pushes in order to change directions. Where there is a set track, turning techniques with pushing are NOT allowed. This will also apply to competitors skiing outside of the set track.
- 12.1.1 The jury may ban or enforce the use of specific techniques on clearly marked sections of the course. Technique and turning zones should be marked before official training and on course maps if possible. In marked Technique Zones only the use of diagonal technique (alternating diagonal movements of both arms and legs including diagonal stride and herringbone without a gliding phase. In diagonal technique only one or no pole is in the ground at any time. In technique zones only diagonal technique is allowed.
- 12.1.2. Technique zones should be introduced in at least one league classic race each season.
- 12.2 Free Technique includes all Cross-Country skiing techniques.

13. Method of Starts

- 13.1 Individual Race – Interval Starts
- Interval starts will normally use half-minute intervals. The TD may approve shorter or longer intervals in order to have fair conditions for the competitors.
 - The competitor shall start with the front of both bindings behind the starting line.
 - The starter shall give every competitor a 10-second warning before start with a verbal "10 seconds" before the start. They shall count "5-4-3-2-1 and go."
 - The competitor shall always be allowed to see the starter's watch.
 - If electrical timing is used, an electrical audible start signal should be given.
- 13.2 Individual Race- Mass Starts

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- The starting procedure for a Mass Start will begin two minutes before the start signal.
- At this time instructions about the start will be given to all competitors assembled in their start positions. These instructions should end with the competitors being instructed to stand at their start positions and a "one minute to start warning" is given.
- Next there will be the command "30 seconds to start."
- When all competitors are motionless and in the "set" position, then the next sound will be the start command or signal.

14. False and Late Starts

- 14.1 Competitors who make an early start shall be recalled and required to again pass through the starting line, in which case they shall be deemed to have started at their pre-fixed starting time
- 14.2 If electrical timing is used, the exact starting time of a competitor shall be accepted if it is between 3 seconds before or 3 seconds after the pre-fixed starting time for the racer.
- 14.3 A competitor who starts late shall not interfere with the start of the other competitors.
- 14.4 If a competitor starts late, the competitor's actual start time must be noted in case the jury decides his late start was due to force majeure.
- 14.5 When a competitor starts late, the start list time will count for the start time.

15. Timing

- 15.1 General
- 15.1.1 Any primary timing system (hand-timing or wand and photo beam) will be supplemented by hand timing as a validation system and results cross-checked between the two systems.
- 15.1.2 A least two stopwatches will have the freeze dial option so times can be read while the continuous time is still running and/or will have the option of recording into electronic storage.
- 15.1.3 It is desired that two of the watches be able to record into storage 500 separate times.
- 15.1.4 Hand timing will be recorded to the hundredths of a second from stopwatches that record to the hundredths of a second, but the times will be rounded to the nearest tenth of a second for the official results for any individual race, following these steps:
- All timers write the times to the hundredths of a second on timing sheets.
 - Data entry person enters times into the calculations' sheet to the hundredths of a second.
 - Calculator sorts results and identifies any times that are within .2 second as a tie.
 - The tied time is the average of the times.
 - All times are rounded to the tenths for the official results.
- 15.1.5 Hand timing results for each individual race at the state meet will be calculated and posted according to the steps in 15.1.4, however the combined individual state meet results are calculated according to the following steps:
- Retain the times as recorded to the hundredths of a second, and use these times when calculating the combined individual times.
 - Calculator sorts results and identifies any times that are within .4 second as a tie.
 - The tied time is the average of the times.
 - All times are rounded to the tenths for the official results.

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- 15.1.6 The head timer confirms that all watches are synchronized and all aspects of the timing system are operating correctly.
- 15.1.7 Hand-timing times for the racers will stop when their first foot crosses the finish line. The hand-timing validation system will separate out the times when more than one racer breaks the photo beam at the same time.
- 15.1.8 The clock's memory or other timing recording devices are not cleared until after the final results are official.
- 15.1.9. Hand-timing times for the racers will stop when their first foot crosses the finish line. The hand-timing validation system will separate out the times when more than one racer breaks the photo beam at the same time.

15.2 Mass Starts

- 15.2.1 Three stopwatches will be used.
- 15.2.2 The finish timer will start two watches when the race starter says "go." One watch is a backup (can be stored around the neck); the other watch is used to capture the finish times.
- 15.2.3 The race starter will start the third watch.
- 15.2.4 If electronic timing is used only two hand watches are needed.

15.3 Individual Starts

- 15.3.1 Four watches will be used. Two for the start and two for the finish.
- 15.3.2 All watches are started 30 seconds before the first racer starts.
- 15.3.3 The Finish timer and the Start timer will start their watches at the race starter's command. Each timer keeps one watch stored as a back-up (can be around the neck) and reads off the other watch.

- 15.4 Electronic Timing: when available, race officials will rely on recommendations from timing manufacturer regarding back-up timing, and number of timing officials needed to adequately run the system.

16. The Race

- 16.1 All competitors must follow the marked track and pass through all official check points.
- 16.2 Competitors may use no supplemental means of propulsion other than skis and poles.
EXCEPTION: If the racer breaks a binding or ski so that it is not functional they may continue on the course by propelling themselves with their ski-less foot. As soon as they can get a substitute ski they may finish the race on the replacement ski.
- 16.3 Pacing, defined as skiing behind, in front of, or alongside a racer with the intent of controlling or maintaining the racer's tempo, is not allowed. It is permissible to run on foot alongside the track, giving words of encouragement, giving intermediate times and information to racers for up to 30 meters. In all circumstances the race course must be kept clear. 16.4 The entire course must be accomplished on at least one ski.
- 16.4 The entire course must be accomplished on at least one ski.

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- 16.5 During the race, poles may be exchanged. In individual races, or relays, one ski may be exchanged providing the competitor can show to the jury the broken ski or damaged binding occurred in that race.
- 16.6 The technique used in a race may be limited and the race then run by US Ski and Snowboard rules for "classical technique" races (See Nordic Race Rules, Section B 12.1). Such races shall be so designated, and all competitors will be notified of this special designation well in advance of the competition.
- 16.7 A competitor may wax skis during the race but without assistance from any other person. Competitors have the right to make use of wax, torch, or scraper, provided by others, as well as refreshments during the events of competition.

17. Calculations of Results

17.1 Calculations for Varsity Team Scores for **Individual Races**

- 17.1.1 Only the top five finishers for each team earn varsity placement points at a race. The sum of the varsity placement points of the top three finishers for each team determines the varsity team score.
- 17.1.2 If a varsity team has only 2 finishers, a dummy score may be used for the third place. The dummy score is calculated by adding one to the total varsity placement points.
- 17.1.3 Where more than five (5) athletes have entered any race for one team, racers finishing 6th, 7th, 8th, etc. for that team do not displace points for varsity team scoring.

17.2 Calculations for Varsity Team Scores for **Varsity Relay Races** are as follows:

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

- 17.2.1 The points are to be increased by six (6) for each team on through the remaining relay results.
- 17.2.2 Varsity team relay finish orders ignore any JV1, JV2, etc. relay team finish orders. For example: if the overall relay finish order were Varsity team for School A, Varsity team for School B, JV team for School A, Varsity team for School C—then the placement for the Varsity teams is:
- | | |
|-----------|----------|
| 1st place | School A |
| 2nd place | School B |
| 3rd place | School C |
- 17.2.3 If a team has only 2 competitors for a Varsity relay team, then those two racers will compete in the first two legs of the relay and a dummy time (a time equivalent to the slowest time of the third relay leg) will be added to their composite time. That total time will be compared to the total times of the other Varsity relay teams to arrive at a finish position.
- 17.2.4 If a team has only one (1) competitor, that competitor can ski in the JV relay event
- That competitor can ski on a relay team that is comprised of two JV competitors who are from another team, or they can ski one leg on a JV relay team where each leg is skied by a competitor from a different team.
 - The individual lap times are calculated and posted.

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- 17.3 Scoring for **Varsity teams in league races** that include relay races: The total team score will be determined by adding together the team points for the individual race and the team points for the relay race.
- 17.4 Scoring for **Varsity teams in State Championships**: The total team score will be determined by adding together the team points for the two individual races and the team points for the relay race.
- 17.5 **Optional for Southern League Races**: Scoring for Southern League races may include separate scoring for Division I and Division II classifications of Southern League teams.
- Coaches choose the classification for their teams
 - The Boys and Girls teams comprised of students attending the same school do not have to use the same classification

18 Tie Breaking – teams

- 18.1 Tie breaking is to be used only for the first five teams placing. If a tie exists for places beyond fifth, they will remain as ties.
- 18.2 If there are four (4) finishers in the individual race for each of the tied teams, then the position of the fourth finisher for each team breaks the tie.
- 18.3. If there are not four (4) finishers in the individual race for each of the tied teams, then the team that does not have a fourth finisher loses to the team that does have a fourth finisher.
- 18.4 If there are not four (4) finishers in the individual race for both of the tied teams, then the tie breaker is accomplished by adding together the times of the top three finishers of each team in each event (the individual event and the relay event). The team with the fastest time wins.
- 18.5 If a tie remains after applying 18.2 – 18.4, go to the fifth finishers for each team and apply the same rules to the fifth-place finishers.
- 18.6 If a tie remains after applying 18.2 – 18.5, then the teams remain as a tie.

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

20. Announcement of Results

- 20.1 Unofficial Times
- 20.1.1 Times taken by the timekeepers shall be considered unofficial times. They shall be posted on a scoreboard that shall be readily visible from the area provided for the competitors who have finished, or they shall be available electronically.

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20.1.2 As soon as possible after completion of the race, unofficial times and infractions shall be announced on the official notice board and also at the finish or electronically. The time for posting times is counted from the moment of the announcement.

21. The Official Result List must contain the following:

- The name of the organizing team or league.
- The name of the competition, the site, individual discipline (freestyle or classic), description of the legs of the relay race, and classification (Varsity boys or Varsity girls).
- The date of the race.
- All technical data such as the location and distance of the course, the team names or league of the members of the jury.
- All details concerning the competitors, finish order, start number, surname, first name, team name, individual times for individual competitions, individual combined times (for state meet), did not start, did not finish, or disqualified.

22. Reports

22.1 Official results reports shall include the following listings

- Individual Boys
- Individual Girls
- Relay Boys Teams
- Relay Girls Teams
- Total Team Boys
- Total Team Girls

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

22.1.2 If the Southern League is using the classifications of Division I and Division II teams, the results reports will include a separate set of results for each Division.

23. Cold and Warm Weather Precautions

23.1. **Background:** There are three main factors to be considered by the Jury regarding cold weather safety: the temperature; the duration of the exposure, and the clothing and other protection against cold weather. These factors together with any other relevant information such as the “wind chill factor” must be taken into consideration when a decision is made regarding cold weather.

23.2 **Between 15 degrees Fahrenheit and zero degrees Fahrenheit:** If the temperature level is forecast to be between 15 degrees Fahrenheit and zero degrees Fahrenheit at any point on the course, recommendations regarding cold weather protection should be made available to the participants. Under such conditions it is the responsibility of the participants to seek the information and to follow the recommendations given by the organizer.

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23.3. **Zero degrees Fahrenheit and below:** If the temperature in a major portion of the course is zero degrees Fahrenheit or below, the competition shall be delayed or cancelled.

23.4. **Warm Weather Precautions:** If the temperature is forecast to rise above 41 degrees Fahrenheit during the course of the competition, and exposure to sunshine is expected, recommendations must be given to competitors concerning clothing, skin protection and the need to consume adequate liquid before and during the competition. Feeding stations must ensure that they have adequate drinks to meet the increased demand. First aid stations must be briefed to be alert for signs of dehydration or any damage from sun exposure, and they must be prepared to take necessary measures in cases of dehydration or sunburn.

24. Penalties

24.1. A competitor may be penalized up to the penalty of disqualification by the competition jury if he/she:

- Enters the race under a false name.
- Trains on a course where and when the course is closed.
- Receives any kind of assistance, as mentioned previously.
- Fails to give way to an overtaking skier, on demand.
- Violates the ski exchange rules for either individual races or relay.
- Violates other additional infractions as specified in the US Ski and Snowboard manual.
- Violates the classical technique definition as defined by OISRAN Race Rules, Section B 12.1.
- Does not meet OISRAN eligibility rules.
- Interferes with the progress of any other competitor.
- Does not wear the official start number (bib) visible, and in racing fashion while skiing, from the time of distribution to the time of collection, except for the start area.

24.2 Time Penalty

- Early start infractions should be sanctioned by time penalties.
- In Interval Start competitions, early start infractions should be sanctioned by a minimum time penalty of 15 seconds (the competitor's actual skiing time + 15 seconds minimum penalty).

24.3 Team disqualifications will result from the following infractions:

- A member or members of a team participating at the State Championships who is found to be in possession or under the influence of controlled substances at any time, including the night after the day's racing, shall be grounds for a team disqualification and any awards or standings from the competition shall be revoked by OISRAN. Controlled substances shall include tobacco products, as defined by the 1919 session of the Oregon State Legislature.

24.4 A team disqualification is defined as an action which affects only those scoring areas dealing with team scoring.

24.5. A team disqualification will not lead to individual disqualification, except for individuals involved in the infractions.

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24.6. An individual disqualification will not automatically lead to a team disqualification, except in the case of a team that has only two members.

25. Protests

25.1 Types of Protests

- Against the admittance of competitors
- Against a competitor's competition equipment
- Against the course or its condition
- Against another competitor or against an official during the race
- Against timekeeping
- Against decisions of the TD or members of the jury.

25.2 Place of Submittal

25.2.1 Protests pertaining to the race are to be submitted at the location designated on the official notice board or at a place announced at the coaches meeting.

25.2.2 Protests pertaining to rulings from the TD or jury are to be submitted to the OISRAN Board.

25.3 Deadlines for Submittal

25.3.1 Against the admittance of a competitor: before the start of the race.

25.3.2 Against the course and its conditions, obstacles, danger points, etc. no later than fifteen (15) minutes after the course is set, or sixty (60) minutes before the start of the race (whichever is closest to the start time).

25.3.3 Against another competitor or competitor's equipment or against an official because of irregular behavior during the competition: within thirty 30 minutes after the last competitor has passed the finish.

25.3.4 Against the time keeping: within fifteen (15) minutes after the posting of the unofficial result list.

25.4. Forms of Protest

25.4.1 Protests must be submitted in writing.

25.4.2 As exceptions, protests may be made verbally by prior approval of the Jury.

25.4.3 Protest must be substantiated in detail. Proof must be submitted, and any pieces of evidence must be included.

25.5 Authorization: Designated head coaches, League Representatives and officials are the only people authorized to submit protests.

25.6. Settlement by the Jury of a Protest or a Report of an Infraction:

- The Jury meets at a predetermined place and time, fixed and announced by the Jury, to deal with the protests and infractions reported by course monitors or other authorized people.
- The Jury will invite for discussion on protests and reported infractions the officials concerned, and if necessary any other officials involved, possible witnesses to the race concerned and the protesting coach, team captain or competitor. Additionally, any other material such as video tape, film photographs, etc, shall be examined if available.

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- At the vote on the protest or reported infraction, 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 the account the maintenance of discipline, are guaranteed.

26. Right of Appeal

- 26.1 Appeals against the decision of the Technical Delegate or jury must be made to the OISRAN Board of Directors by 6:00 pm on the Tuesday following the last race of the event.
- 26.2 All appeals must be in writing with all evidence in the possession of every member of the OISRAN Board of Directors at the time of their hearing any such appeal.

27. Calculation Error: A complaint based not on an alleged breach of the rules on the part of an official or a competitor, but on an alleged error in calculating the results, shall be considered if sent by registered letter from the competitor's team within one month of the date of the race to the OISRAN Board of Directors.

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

29. Incident Reports: Will be handled according to [OISRAN Policy #28](#).

Section C: Relay Competitions

Fundamental Rule: The organization of the relay competition is the same as for other cross-country competitions with the following additions:

50. Timing Procedures for Relay Race

- 50.1 Three stopwatches will be used.
- 50.2 The finish timer will start two watches when the race starter says "go." One watch is a backup (can be stored around the neck); the other watch is used to capture the lap and finish times. The race starter will start the third watch.
- 50.3 If electronic timing is used only two hand watches are needed.

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51. Special Officials

- 51.1 A referee ensures that the tag in the exchange zone conforms to the exchange rules. (OISLAN Race Rules 54)

52. The Relay Course

- 52.1 The Start Line
- 52.1.1 When possible, the relay course should have a minimum of 35 meters of parallel lanes.
- 52.1.2 When possible, a minimum of 100 meters after the start, the lanes should converge to the race course.
- 52.1.3 The individual starting places should be at least 1.5 m apart.
- 52.1.4 There shall be one lane per team or the greatest number of lanes possible with a minimum of 4 lanes.
- 52.1.5 To provide a fair start, modifications can be done if required due to the terrain and the snow conditions.
- 52.2 For relays with classic technique, it is preferable that two tracks will be set.

53. The Method of Start for Relay Races

- 53.1 Each team will be assigned a starting lane according to OISLAN Policies
- For league races (Policy #9.13.3), if lanes are assigned to teams, then a race official makes the lane assignments.
 - For State Championship relay races (Policy #41.9.3), the lanes will be assigned according to the team standings from Friday's individual race.
- 53.2 If there is not enough room to start all the first competitors for each team side by side, then the varsity relay event may be run in immediately consecutive heats and the junior varsity relay event may be run in immediately consecutive heats. It is also permissible to have two or more rows of competitors starting at least 2 meters behind each other, and to start them simultaneously.
- 53.3 **League relay events** may have separate varsity and JV relay races, or varsity and JV teams can compete in the same relay race.
- If the varsity and JV relay races are separate, coaches may enter varsity relay teams in the JV relay race, and a coach can enter JV teams in the varsity relay wave with the Technical Delegate's approval.
- 53.4 The **State Championships relay events** are separate varsity and JV relay races.
- A coach may choose to enter a Varsity Team in a Junior Varsity heat, but no Junior Varsity Team may enter a Varsity Team heat.
- 53.5 At the start, all racers must start in their assigned lanes and remain in those lanes for the length of the parallel lanes.

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- 53.6 All competitors must start with the front of both bindings behind the starting line.
- 53.7 The starter shall follow the instructions in [OISRAN Race Rule 13.2](#) (Individual Race – Mass Starts) when starting each relay heat.
- 53.8 If there is a false start, the starter’s assistant (or referee), who stands at the end of the start line, responds to the starter’s signal by barring the way, whereupon the starter arranges a new start.
- 54. The Exchange**
- 54.1 Definition of a legal tag: the arriving competitor taps his/her hand on any part of the next competitor’s body, while both competitors are in the relay exchange zone. The definition of “body” includes extremities (hands and feet). Any way of pushing for the starting competitor is forbidden.
- 54.2 If a tag contravenes the rules, both competitors must be recalled to the relay exchange zone, where a correct tag must take place before the next competitor taking over can start. The next competitor may only enter the relay exchange zone when summoned.
- 55. Penalties.** The same rules apply as for other cross-country events with the following additions: a team can be penalized up to disqualification by the jury if
- the same competitor runs more than one leg of the course.
 - the exchange is not correctly carried out and not corrected.
- 56. Entries**
- 56.1 At the **State Championships**, racers must have completed at least one of the two individual events at the State Championships to be eligible to enter the Varsity or JV relay races
- 56.2 At the **League races**, racers must have completed the individual race that day to be eligible to enter the Varsity or JV relay races.
- 56.3 Delivering names of the three competitors on the **varsity relay team** and their starting order to the Chief Calculator
- For the **State Championships**, the names should be delivered before the designated time for the jury meeting at the State Championships.
 - For the **League races**, the race organizer determines if and when the names should be delivered to the Chief Calculator.
- 56.4 The names of the competitors on the junior varsity relay teams and their starting orders should be delivered to the Chief Calculator according to the instructions of the Chief Calculator for that race. League races and State Championships may have different rules about delivering the names of the competitors on the junior varsity relay teams.

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Section D: Pursuit Competitions without a break

- 60 Fundamental Rule:** The organization of the pursuit competition is the same as for other cross-country competitions with the following additions:
- 60.1 Pursuit competitions without a break consist of a first part with mass start, followed by the changing of skis in an exchange area and then continues with a second part. Each part uses different techniques.
 - 60.2 Start
 - 60.2.1 A Mass Start handicap start system must be used. (OISRAN Race Rule 10.2.2)
 - 60.2.2 The starting order is based on previous race results.
 - 60.3 Course
 - 60.3.1 Distances: 3-4 km for classic technique + 3-4 km for free technique.
 - 60.4 Skis must be exchanged, or the same skis must be taken off and put back on in the exchange zone.
 - 60.5 The Race Organizer decides if the boots must also be taken off and put back on in the exchange zone. This information is communicated prior to the event through a note on the start list.

Section E: Paintball Biathlon

- 70 Fundamental Rule:** The organization of the Paintball Biathlon competitions are the same as for other cross-country competitions with the following exceptions:
- 70.1 The results of Paintball Biathlon will not be included in the Southern League Race Series .
[The accuracy of the markers varies on too many uncontrollable parameters; i.e. smoothness and length of barrel, gas cartridge pressure.]
 - 70.2 No jury will make decisions about the Paintball Biathlon event– all decisions will be made ONLY by the Technical Delegate, and there will be no right to appeal.
 - 70.3 The following recommended seeding, method of start, and course distances for the Paintball Biathlon are ONLY GUIDELINES – they are not established as Race Rules, and they can be changed to suit the race organizers' objectives:
 - 70.3.1 Racers seeded by gender, from fastest to slowest.
 - 70.3.2 Individual 30-second interval starts.
 - 70.3.3 Course distance is less than 1 Km.

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71 Shooting Range Rules:

- 71.1 Safety rules will be reviewed prior to the racers handling the Paintball Markers.
- 71.2 A safety marshal will be present at the shooting range.
- 71.3 The distance from which the target is shot can vary from 30 – 45 feet.
- 71.4 The diameters of the targets are approximately 8 inches.
- 71.5 The shooter can use any position they choose (standing, prone, or kneeling).
- 71.6 The racer gains a 10-second deduction in elapsed time for each target they hit. [There are 5 targets (or 5 hits per one target) for each halt at the shooting range.]
- 71.7 SUGGESTION that can be changed by race organizers: The racer halts at the shooting range 3 times (and skis 2 laps).
- 71.8 The responsibility for tallying the total number of targets hit will be assumed by “target helpers” at each shooting station.
- 71.9 The racer uses the shooting lane assigned to them by the Chief of Range.

72 Additional Race Officials and Race Helpers for Paintball Biathlon

- 72.1 Shooting Range Safety Marshal
- 72.2 Shooting Range Chief of Range
- 72.3 Target Helpers: record the number of hits for each racer’s halt at the shooting range
- 72.4 Target Cleaners (must wear safety eye protection and heavy clothing)
Shooter Helpers (handle the paintball markers – keep markers full of paintballs, check gas pressure, clean markers when clogged)
- 72.5 “Wait Time” Recorder
- 72.6 A person who enters into the results calculations the number of hits that are recorded by “Target Helpers.”

73 Optional scoring system: Use a penalty lap for each missed hit.

- 73.1 Change the role of Target Helpers to become that they monitor the number of penalty laps each racer skis.

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Section F: Southern League Race Series

- 75 Definition of Specific Races for Race Series:** At the beginning of the League Race season, the Southern League defines specific League races that are included in the “Southern League Race Series.”
- 76. Calculating Individual League Points for the Southern League Race Series**
- 76.1 The first-place winner in each race in the series gets 40 points, second gets 38 points, third gets 36 points, and fourth gets 34 points. Each successive place gets one less number of points (33, 32, 31, 30, etc.)
- 76.2 Ties for cumulative individual scores
- Any ties for cumulative individual scores will be broken by the results of the final league race in the “Southern League Race Series.” A tie is broken in favor of whichever racer ranks highest at the final league race.
 - If a racer who ties for cumulative individual scores at the final league race also ties for their performance at the final league race, then their tie(s) will be broken by adding their elapsed times for all the league races. If competitors are still equal, the tie remains a tie.
 - Ties will be broken for only the top 10 places. Any ties for the remaining cumulative individual scores will remain as ties.
- 77. Individual Awards for the race series:**
- The racers with the top ten cumulative individual scores of the Southern League Race series are recognized at the Southern League awards ceremony, held after the final race in the series.
- 78. Calculating Team league points for the Southern League Race Series**
- 78.1 The slowest team at each race gets 2 points, next fastest team gets 4 points, and so forth until the fastest team ends up with 2 more points than the next to fastest team.
- 78.2 If teams tie for cumulative team league points, the tie will remain a tie. A new trophy(ies) is purchased, and more than the top 3 teams will be recognized.
- 79. Team Awards for the race series:**
- The teams with the top 3 cumulative team scores of the Southern League Race Series are recognized at the Southern League awards ceremony, held after the final race in the series.

Section G: Pairs Relay

- 80. Pairs Relay:** The Pairs Relay race consists of teams of two racers racing a prescribed course one after the other until both members have completed the course twice. Each racer is required to use the classic technique for their first lap and the free technique for their second lap. The team completes 4 laps.
- 80.1 **Pairs Relay Race Start:** All skiers in the first leg start at the same time (i.e. mass start – see [OISLAN Race Rule 13.2](#)). After each racer completes their course, they tag off to their teammate within the Exchange Zone.

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80.2 Exchange Zone

80.2.1 Option 1: The racers are required to touch the body of their teammate in an exchange zone. (OISRAN Race Rule 54)

80.2.2 Option 2: The incoming skier may cross an “exchange” line in a lane adjacent to the one in which the outgoing skier is positioned. When the incoming skier crosses the exchange line the outgoing skier may start. The exchange line for the incoming skier is slightly ahead of the start line for the outgoing skier. In this way the outgoing skier can see when the “exchange” line is crossed.

80.3 The order of the laps for each team is 1st skier uses classic technique; 2nd skier uses classic technique; 1st skier uses free technique; 2nd skier uses free technique.

80.4 The number of separate races at any event and the composition of the teams for each race are determined by the race organizer.

Section H: Kings Court Sprint Race

90. Definition: The King Court Sprint Race format begins with athletes being seeded prior to the event or through a timed qualification round, which is organized as an interval start competition. After the seeding is determined, the athletes compete in sprint heats.

91. Courses and Stadium

91.1 Course length will be .8 – 1.2 Km.

91.2 The course used for the qualification round and the course used for the sprint heats should be the same.

91.3 Recommended norms for the course and stadium for the classic technique: course has a minimum of 1.2 m between tracks; start has 1.8 m between tracks; finish has 3 corridors with minimum of 1.2 m between tracks.

91.4 Recommended norms for the course and stadium for the freestyle technique: start has minimum of 1.9 m between tracks; start zone ends in 15 m; finish has 3 corridors that are 3 m each.

92. Start Order and Start Procedure

92.1 Qualification Round

92.1.1 The intervals for the qualification round can be from 10-30 seconds and can be 1 or 2 starters at time (determined by Jury).

92.2 Sprint Heats (Quarterfinals, Semi-finals, and Finals)

92.2.1 The start positions in the sprint heats are determined by the athletes in order of seeding.

92.2.2 A Heat Start procedure should be used for the sprint heats.

- Competitors are organized on a pre-start line.
- The starter will give the command “take your start positions” and the competitors advance to the start line.
- When all competitors are at the start line, the starter will give the command “Set” and all the competitors must remain motionless until the start signal.

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- Competitors are not allowed to change tracks within the marked corridors for the first 10-15 m after the start line.
- Any False Start will result in a “restart” of the competition. Any competitor who causes a subsequent False Start in the same heat will be required to with-draw from the competition.

92.2.3 The race organizers determine the time intervals for each heat. All competitors in each heat do not have to have completed the course before the following heat starts. A 2-minute interval between heats is recommended.

92.2.4 The assignment of competitors to Quarterfinal heats is determined from the finish rankings in the qualification round or prior seeding. Fastest 6 qualifiers in the first heat; 7-12 in heat 2, etc.

92.2.5 The assignments of competitors to the Semifinal heats is based on the rankings in the Quarterfinals heat (see diagram below): Top two finishers in each heat move up one heat (except for Heat 1 where the racers 1-4 stay in the same heat), bottom two finishers move down one heat and middle two stay in the same heat. (except for the final Heat where the racers 3-6 stay in the same heat). All racers race in semifinals.

92.2.6 The assignment of competitors in the Final heats is based on the rankings in the semifinal heats. (see diagram below): Top two finishers in each heat move up one heat (except for Heat 1 where the racers 1-4 stay in the same heat), bottom two finishers move down one heat and middle two stay in the same heat (except for the final Heat where the racers 3-6 stay in the same heat). All racers race in Finals.

92.2.7 Heats of 9 competitors are also allowed. Fastest 9 qualifiers in the first heat; 10-18 in heat 2, etc. The assignments of competitors to the semifinal heats and final heats follow the same pattern as described in 5 and 6 above, with 3 competitors moving up or down.

93. Timing

93.1 Sprint Heats will not be timed.

93.2 Tied results remain as ties in the final rankings

94. Jury and Protest

94.1 Due to the timeline pressure of running successive heats, it is not possible to allow protests during quarterfinals and semifinals. Protests will only be accepted after the finals.

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Draft Kings Court Start list and Heat Times.

Split Qual Skier #	Round One		Round Two		Round Three		Heat #
	Qualifying Place	Heat #	Heat #	Heat Time	Heat #	Heat Time	
100000	1	1 12:00:00	28	H1-1 1:00:00 PM	55	2:00:00 PM	Planes 1-4
100015	2	2 12:00:00		H1-2 1:00:00 PM		2:00:00 PM	
100030	3	3 12:00:00		H1-3 1:00:00 PM		2:00:00 PM	
100045	4	4 12:00:00		H1-4 1:00:00 PM		2:00:00 PM	
100100	5	5 12:00:00	29	H2-1 1:00:00 PM	56	2:00:00 PM	Planes 7-12
100115	6	6 12:00:00		H2-2 1:00:00 PM		2:00:00 PM	
100130	7	7 12:02:00		H2-3 1:02:00 PM		2:02:00 PM	
100145	8	8 12:02:00		H2-4 1:02:00 PM		2:02:00 PM	
100200	9	9 12:02:00	30	H3-1 1:02:00 PM	57	2:02:00 PM	Planes 13-17
100215	10	10 12:02:00		H3-2 1:02:00 PM		2:02:00 PM	
100230	11	11 12:02:00		H3-3 1:04:00 PM		2:04:00 PM	
100245	12	12 12:02:00		H3-4 1:04:00 PM		2:04:00 PM	
100300	13	13 12:04:00	31	H4-1 1:04:00 PM	58	2:04:00 PM	Planes 19-24
100315	14	14 12:04:00		H4-2 1:04:00 PM		2:04:00 PM	
100330	15	15 12:04:00		H4-3 1:06:00 PM		2:06:00 PM	
100345	16	16 12:04:00		H4-4 1:06:00 PM		2:06:00 PM	
100400	17	17 12:04:00	32	1:08:00 PM	59	2:08:00 PM	
100415	18	18 12:04:00		1:08:00 PM		2:08:00 PM	
100430	19	19 12:06:00		1:08:00 PM		2:08:00 PM	
100445	20	20 12:06:00		1:08:00 PM		2:08:00 PM	
100500	21	21 12:06:00	33	1:10:00 PM	60	2:10:00 PM	
100515	22	22 12:06:00		1:10:00 PM		2:10:00 PM	
100530	23	23 12:06:00		1:10:00 PM		2:10:00 PM	
100545	24	24 12:06:00		1:10:00 PM		2:10:00 PM	
100600	25	25 12:08:00					
100615	26	26 12:08:00					
100630	27	27 12:08:00					
100645	28	28 12:08:00					
100700	29	29 12:08:00					
100715	30	30 12:08:00					
100730	31	31 12:10:00					
100745	32	32 12:10:00					
100800	33	33 12:10:00					
100815	34	34 12:10:00					
100830	35	35 12:10:00					