



Oregon School Activities Association  
25200 SW Parkway Avenue, Suite 1  
Wilsonville, OR 97070  
503.682.6722 fax: 503.682.0960 [www.osaa.org](http://www.osaa.org)



August 4, 2014

TO: Superintendents, Principals and Athletic Directors  
FROM: Tom Welter, Executive Director  
SUBJECT: Summary of Executive Board Action at the Summer Workshop Meeting

At the OSAA Executive Board Summer Workshop in Redmond, the OSAA Executive Board took the following actions:

- Adopted the mileage rates for the Association for the 2014-15 school year. The mileage rate for officials and staff is \$0.50/mile. The mileage rate for committees, Delegate Assembly and Executive Board is \$0.39/mile.
- Adopted the Athletic Officials Handbook (AOH) for the 2014-15 school year.
- Adopted changes to Board Policy "Concussion Management" in order to comply with Jenna's Law. **(Attached)**
- Approved the recommendations of the Rankings Committee regarding Board Policy "State Championships – Rankings". **(Attached)**
- Adopted a new Board Policy "Heat Index" to replace language previously included in the Fall Sports Practice Model. **(Attached)**
- Approved a change in the Soccer State Championship playoff dates for Round of 16 games. Girls Round of 16 games will be held on Tuesday, November 4. Boys Round of 16 games will be held on Wednesday, November 5.
- Approved a requested change in Wrestling Special District placement for Oakridge and Gold Beach.
- Approved a requested change in Boys Soccer Special District placement for Umpqua Valley Christian.
- Denied cooperative sponsorship requests from Dallas and Perrydale in Boys Soccer and Swimming.
- Denied a cooperative sponsorship request from Paisley and North Lake in Football.

A summary of Executive Board actions is posted on the OSAA website following each Executive Board and Delegate Assembly Meeting. Detailed official minutes of the Executive Board Summer Meeting are available from the OSAA upon request. Please feel free to call if you have questions.



## Oregon School Activities Association

25200 SW Parkway Avenue, Suite 1

Wilsonville, OR 97070

503.682.6722 fax: 503.682.0960 <http://www.osaa.org>



Excerpt from 2014-15 OSAA Handbook, Executive Board Policies

### 15. Concussion Management

**(Concussion-Return to Participation Medical Release)**

**(Fall 2014)**

#### A. Member Public School's Responsibilities (Max's Law, [ORS 336.485](#) and [OAR 581-022-0421](#))

- 1) **Suspected or Diagnosed Concussion:** Any athlete who exhibits signs, symptoms or behaviors consistent with a concussion following an observed or suspected blow to the head or body, or who has been diagnosed with a concussion, shall not be permitted to return to that **athletic contest or practice**, or any other athletic contest or practice on that same day. In **public** school districts which have the services of an athletic trainer registered by the Oregon Board of Athletic Trainers, that athletic trainer may determine that an athlete has not exhibited signs, symptoms, or behaviors consistent with a concussion, and has not suffered a concussion, and return the athlete to play. **Public school** athletic trainers may also work in consultation with **an appropriate** Health Care Professional (**see below**) in determining when an athlete is able to return to play following a concussion.
- 2) **Return to Participation:** Until an athlete who has suffered a concussion is no longer experiencing signs, symptoms, or behaviors consistent with a concussion, and a medical release form signed by an appropriate Health Care Professional (Physician (MD), Physician's Assistant (PA), Doctor of Osteopathic (DO) licensed by the Oregon State Board of Medicine, nurse practitioner licensed by the Oregon State Board of Nursing, or Psychologist licensed by the Oregon Board of Psychologist Examiners) is obtained, the athlete shall not be permitted to return to athletic activity.

#### B. Member Private School's Responsibilities (Jenna's Law, [ORS 417.875](#)) **(Concussion-Private School Informed Consent)**

- 1) **Concussion – Private School Informed Consent Form:** *On an annual basis prior to participation, private schools shall require each student and at least one parent or legal guardian of the student to sign the Concussion – Private School Informed Consent form acknowledging the receipt of information regarding symptoms and warning signs of concussions. Private schools shall maintain a copy of each student's signed form on file for review at any time by OSAA staff.*
- 2) **Suspected or Diagnosed Concussion:** Any athlete who exhibits signs, symptoms or behaviors consistent with a concussion following an observed or suspected blow to the head or body, or who has been diagnosed with a concussion, shall not be permitted to return to that **athletic contest or practice**, or any other athletic contest or practice on that same day.
- 3) **Return to Participation:** Until an athlete who has **exhibited signs, symptoms or behaviors consistent with a concussion following an observed or suspected blow to the head or body or who** suffered a concussion is no longer experiencing signs, symptoms, or behaviors consistent with a concussion, and a medical release form signed by an appropriate Health Care Professional (Physician (MD), Physician's Assistant (PA), Doctor of Osteopathic (DO) licensed by the Oregon State Board of Medicine, nurse practitioner licensed by the Oregon State Board of Nursing, or Psychologist licensed by the Oregon Board of Psychologist Examiners) is obtained, the athlete shall not be permitted to return to athletic activity.

#### C. Official's Responsibilities

- 1) **Public School vs. Public School Contests:** *An official shall remove a player from a contest 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 official shall document and notify the head coach or his/her designee making sure that the head coach or designee understands that the player is being removed for exhibiting signs, symptoms or behaviors consistent with a concussion as opposed to behavior, a non-concussive injury or other reasons. The official is not responsible for evaluation or management of the player after he/she is removed from play. The official does not need written permission for a player to return nor does the official need to verify the credentials of the appropriate health care professional who has cleared the player to return. The responsibility of further evaluating and managing the symptomatic player falls upon the school and appropriate health care professionals.*

- 2) ***Private School vs. Private School Contests: An official shall remove a player from a contest 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 official shall document and notify the head coach or his/her designee making sure that the head coach or designee understands that the player is being removed for exhibiting signs, symptoms or behaviors consistent with a concussion as opposed to behavior, a non-concussive injury or other reasons. The official may not allow a player to participate in a contest during which the player exhibited signs, symptoms or behaviors consistent with a concussion following an observed or suspected blow to the head or body.***
  
- 3) ***Public School vs. Private School Contests: An official shall remove a player from a contest 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 official shall document and notify the head coach or his/her designee making sure that the head coach or designee understands that the player is being removed for exhibiting signs, symptoms or behaviors consistent with a concussion as opposed to behavior, a non-concussive injury or other reasons. For Public School students, the official shall follow the guidelines listed above for Public School vs. Public School contests. For Private School students, the official shall follow the guidelines listed above for Private School vs. Private School contests.***

*Listing of OSAA Full Member Private Schools (as of 8/4/14)*

C.S. Lewis Academy	New Hope Christian High School
Canyonville Christian Academy	North Clackamas Christian High School
Cascade Christian High School	Oak Hill School
Catlin Gabel School	Open Door Christian Academy
Central Catholic High School	Oregon Episcopal School
Central Christian High School	Portland Adventist Academy
City Christian Schools	Portland Christian High School
Columbia Christian High School	Portland Lutheran High School
Columbia County Christian School	Portland Waldorf School
Country Christian High School	Regis High School
Crosshill Christian School	Rogue Valley Adventist Academy
Damascus Christian High School	Salem Academy
De La Salle North Catholic	Santiam Christian High School
Delphian School	Southwest Christian High School
East Linn Christian Academy	St. John Bosco High School
Faith Bible High School	St. Mary's Academy
Horizon Christian School	St. Mary's High School
Horizon Christian High School	St. Stephens Academy
Hosanna Christian School	Triad School
Jesuit High School	Trinity Lutheran High School
La Salle Catholic College Preparatory	Umpqua Valley Christian High School
Life Christian School	Valley Catholic High School
Livingstone Adventist Academy	Veritas School
Logos Christian High School	Western Mennonite High School
Marist High School	Westside Christian High School
Milo Adventist Academy	Willamette Valley Christian High School

## State Championships – Rankings

*(Revised Fall 2014)*

The OSAA shall use a ranking system to place qualifying teams on to OSAA State Championship brackets in the following team sports: football, boys' soccer, girls' soccer, volleyball, boys' basketball, girls' basketball, baseball and softball. Specifics regarding the ranking system and its implementation are listed below.

- A. **Overall OSAA Ranking** - The **overall OSAA** ranking system **shall be a combination of a** Rating Percentage Index (RPI) system **and the Colley Rating system**. **Each team will have an RPI Rank and a Colley Rank that will be averaged to create their overall OSAA Ranking. The RPI Rank will be used to break ties between teams with the same OSAA Ranking.**
- B. **Rating Percentage Index (RPI)** – Factors included are wins, losses, ties and location of the contest (home, neutral, away). Score differential and rewards/penalties for playing teams outside one's classification are not a part of the RPI system.
- 1) Weighting of Contests – The weight of a particular contest **in the RPI system** is determined by its location.
 

Home Win – .8 of .8	Road Win – 1.2 of 1.2	Neutral Site Win – 1.0 of 1.0
Home Tie – .4 of .8	Road Tie – .6 of 1.2	Neutral Site Tie - .5 of 1.0
Home Loss – 0 of 1.2	Road Loss – 0 of .8	Neutral Site Loss – 0 of 1.0
  - 2) Percentage Breakdown – The RPI system factors a team's weighted winning percentage (**35%**) and a team's opponents' winning percentage (**65%**) to create a team's RPI ranking.
- C. **Colley Rating** – **This system is based on winning percentage, which is adjusted for a team's strength of schedule. Only games against opponents within the same classification are included in the formula. When this system is expanded to include all teams in a classification, a linear system is created with the same number of variables as there are equations. The result of the calculations is a rating for each team in the classification that measures the team's winning percentage against the strength of its opponents and the interactions of their opponents with all teams within the classification.**
- D. **Results** – Wins **and** losses shall be included in the rankings for all team sports. **Ties shall only be included for boys and girls soccer.**
- 1) Endowment Games – Results from contests designated as Endowment Games shall be included.
  - 2) Independent Status Teams – Results from contests that have been granted Independent Status by the OSAA shall be included.
  - 3) Forfeits – Forfeits shall be included and counted as a loss for the forfeiting team and a win for the team receiving the forfeit victory. However **in the RPI system**, computation of opponents' winning percentage (OWP) shall not include the results of any forfeits. Contests that have been legally played (using eligible players, etc.) shall not be counted as forfeits in the rankings, regardless of a league/district's standard operating procedures.
  - 4) Out of State Teams – **In the RPI system**, results from contests against out of state teams shall be included in a team's weighted winning percentage and a team's opponents' winning percentage only. Schools are strongly encouraged to utilize the ScoreCenter Out-of-State Opponents form in order to have direct, regular contact with these teams.
  - 5) Out of Country Teams – **In the RPI system**, results from contests against out of country teams shall not be included, except for contests against teams who are members of NFHS Affiliate Associations (e.g. Canadian provinces, U.S. territories, etc.) which shall be treated like contests against out of state teams.
  - 6) Contests vs. Teams Whose Classification's Rankings Are Frozen – Results from contests involving any team whose classification's rankings are already frozen shall not be included in the rankings.

## 3.6

- 7) Contests vs. Teams More Than One Classification Away – ***In the RPI system***, results from contests added to a team’s schedule after a certain date each season (***Fall – Sept. 15; Winter – Dec. 22; Spring – Apr. 6***) vs. a team more than one classification away shall not be included in the rankings. NOTE: bracketed contests at volleyball ***and basketball*** tournaments are not affected by this policy.
  - 8) Volleyball Pool Play – Results from pool play in volleyball tournaments shall not be included.
  - 9) 1A Football – Results from contests between 1A football teams (8-man) and other classifications shall not be included.
  - 10) JV Teams – Results from contests against JV teams shall not be included.
  - 11) Alumni Teams – Results from contests against alumni teams shall not be included.
  - 12) Jamborees – Results from jamborees shall not be included.
  - 13) Cancellations – Results from contests that are cancelled shall not be included.
- E. Home/Away Designation – Since the RPI system factors in where a contest is played, it is important that schools correctly designate this information when reporting schedules and results, especially for tournaments. Tournament play shall be considered a neutral site, except for contests played by the tournament host at its home venue. Baseball and softball contests, even those played as part of a tournament, shall not be listed as neutral due to the fundamental difference associated with being the home team in those sports (advantage of batting last).
- F. Ranking Timelines – The rankings for each team sport shall be available to the public through the OSAA website beginning with the first contest date of each sports season. Rankings shall be frozen on the following dates for each classification in each team sport:

<u>Sport (includes all games played on that day)</u>	<u>6A</u>	<u>5A</u>	<u>4A</u>	<u>3A &amp; 2A</u>	<u>1A</u>
<b>Volleyball - Rankings Freeze Date (10pm)</b>	Thur, Oct. 23	Sat, Oct. 25	Tues, Oct. 21	Tues, Oct. 28	Mon, Oct. 27
<b>Soccer - Rankings Freeze Date (10pm)</b>	Sat, Oct. 25	Wed, Oct. 29	Tues, Oct. 28	Sat, Nov. 1	Sat, Nov. 1
<b>Football - Rankings Freeze Date (10pm)</b>	Fri, Oct. 31	Sat, Nov. 1	Fri, Oct. 24	Sat, Nov. 1	Fri, Oct. 31
<b>Basketball (Girls) - Rankings Freeze Date (10pm)</b>	Thur, Feb. 26	Sat, Feb. 28	Tues, Feb. 24	Sat, Feb. 21	Sat, Feb. 21
<b>Basketball (Boys) - Rankings Freeze Date (10pm)</b>	Wed, Feb. 25	Fri, Feb. 27	Tues, Feb. 24	Sat, Feb. 21	Sat, Feb. 21
<b>Baseball/Softball - Rankings Freeze Date (10pm)</b>	Sat, May 16	Mon, May 18	Sat, May 16	Sat, May 23	Sat, May 23

- G. Breaking Ties in the Overall Rankings – In the event of a tie in the final ***overall OSAA Rankings***, ***the teams’ RPI Rank will be used to break the tie. Although the RPI rankings are displayed to the thousandths, the RPI ranking shall be extended to as many digits as possible in order to break the tie.*** If a tie still exists then head-to-head competition shall decide the higher ***overall OSAA*** ranking. If that doesn’t resolve the tie, the ***RPI*** ranking shall be extended to as many digits as possible for each of the following components in this order: winning percentage, weighted winning percentage, opponents’ winning percentage. If a tie still exists, a coin flip by the OSAA staff shall decide the higher ***overall OSAA*** ranking.
- H. Home Games for League Champions – League champions at the ***6A, 5A, 4A, 3A, 2A, and 1A*** classifications shall be guaranteed a home game in their first state playoff contest, provided that the league champion finished in the top 16 of the final frozen rankings. Only one team per league will be considered the league champion under this policy; ties must be broken by the league. League champions meeting this criterion shall be moved up in the rankings the least number of places in order to ensure a home game (e.g. a league champion ranked #13 in the final frozen rankings shall be moved up to #8 and affected teams will shift down accordingly). League champions not meeting this criterion shall not be moved.
- I. Avoiding Same League Matchups in 1<sup>st</sup> Round – The OSAA Staff shall make adjustments to the bracket to avoid teams from the same league matching up in the 1<sup>st</sup> Round. At the 1A level in volleyball and

## 3.6

basketball, adjustments to the bracket shall be made **beginning** in the Round of 16 to avoid same league matchups. The following process shall be used:

- 1) Always move the lower ranked team when a conflict occurs.
  - 2) Never take a home game away from a team when trying to resolve a conflict.
  - 3) Make a total of three moves for a team to try and fix the conflict.
  - 4) The three moves must move downward, if possible (e.g. #23 shifting with #24, #25, #26).
  - 5) If there isn't room to move downward (e.g. #32 is the conflict in a 32-team bracket), then move upward.
  - 6) If the conflict isn't resolved after a total of three moves, no change shall be made to fix the conflict.
- J. Placing Teams on the OSAA Bracket – Once any adjustments are completed per sections **H and I** above, teams shall be assigned an adjusted playoff ranking (APR) and placed on the bracket accordingly (e.g. 1-32, 1-16, etc.)

## 1. Heat Index

[\(Heat Index Calculator\)](#) [\(Heat Index Record\)](#)

Schools shall monitor the Heat Index for their geographic area prior to practices. Outlined below are the steps that each member school shall take in order to implement this policy. NOTE: Indoor activities where air conditioning is available are not bound by this policy.

- A. **Subscribe.** Athletic directors and coaches shall subscribe to OSAA Heat Index Notifications at [www.osaa.org/heatindex/](http://www.osaa.org/heatindex/). An OSAA Heat Index Alert is generated for areas where the forecasted high temperature and relative humidity indicate a forecasted heat index that may require practice modifications. Only those areas that have a forecasted heat index of 95 or higher receive alerts. Notifications are sent daily via e-mail and/or SMS to subscribers.
- B. **Designate.** Schools shall designate someone who will take the necessary steps to determine and record the heat index for your geographic area within one hour of the start of each team's practice. This is only necessary on days when the school receives an OSAA Heat Index Alert. Depending on practice schedules, it is possible that the designated person will have to record the heat index multiple times on the same day.
- C. **Calculate.** Within one hour of the start of each team's practice on days when the school receives an OSAA Heat Index Alert, the designated person shall utilize the OSAA Heat Index Calculator at [www.osaa.org/heatindex/](http://www.osaa.org/heatindex/) to determine the actual heat index.
- D. **Record.** If the actual heat index is 95 or higher, the designated person shall record it using the OSAA Heat Index Record at [www.osaa.org/docs/forms/HeatIndexRecord.pdf](http://www.osaa.org/docs/forms/HeatIndexRecord.pdf) or by printing out a copy to be kept at the school for inspection at the request of the OSAA. A separate record shall be kept for each fall sport at each level. Practice modifications, as necessary, shall also be recorded. If the actual heat index is less than 95, no action is needed.
- E. **Act.** If the actual heat index is 95 or higher, activity should be altered and/or eliminated using the following guidelines:

- 1) 95° to 99° Heat Index - OSAA Recommendation: Consider postponing practice to later in the day.
  - a) Maximum of 5 hours of practice.
  - b) Practice length a maximum of 3 hours.
  - c) Mandatory 3 hour recovery period between practices.
  - d) Contact sports and activities with additional equipment - helmets and other possible equipment removed if not involved in contact or necessary for safety.
  - e) Provide ample amounts of water.
  - f) Water shall always be available and athletes should be able to take in as much water as they desire.
  - g) Watch/monitor athletes for necessary action.
- 2) 100° to 104° Heat Index - OSAA Recommendation: Postpone practice to later in the day.
  - a) Maximum of 5 hours of practice.
  - b) Practice length a maximum of 3 hours.
  - c) Mandatory 3 hour recovery period between practices.
  - d) Alter uniform by removing items if possible - allow for changes to dry t-shirts and shorts.
  - e) Contact sports and activities with additional equipment - helmets and other possible equipment removed if not involved in contact or necessary for safety.
  - f) Reduce time of planned outside activity as well as indoor activity if air conditioning is unavailable.
  - g) Provide ample amounts of water.
  - h) Water shall always be available and athletes should be able to take in as much water as they desire.
  - i) Watch/monitor athletes for necessary action.
- 3) Above 104° Heat Index - OSAA Recommendation: Stop all outside activity in practice and/or play, and stop all inside activity if air conditioning is unavailable.