



Oregon School Activities Association

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TO: Superintendents, Principals, and Athletic Directors

FROM: Kelly Foster, OSAA Associate Director

SUBJECT: 2016-17 OSAA Administrator Workshops

The OSAA will be presenting its Administrator Workshops listed below to familiarize representatives from the member schools with the services, policies, procedures, rules and interpretations of the Association in August 2016. We would also like to invite all Assistant Athletic Directors and Athletic Director Secretaries to join us for the trainings.

Eligibility/Transfer Tutorial – This year we will be changing the format by adding a specific tutorial aimed at our eligibility and transfer policies. These policies will only be reviewed briefly in the main workshop session. This tutorial will review, in detail, major OSAA eligibility rules, regulations and policies. New AD's are strongly encouraged to attend.

Tuesday, August 9	8am-9am 9:30am – Noon*	Eligibility/Transfer Tutorial – Shriners Building <u>Shriners Building</u> <i>Located across the street from the OSAA Office</i>
Wednesday, August 10	8am-9am 9:30am – Noon* 8am-9am 9:30am – Noon* Noon – 1pm 1:30pm – 4pm 1:30pm – 4pm	Eligibility/Transfer Tutorial – Pendleton Convention Center <u>Pendleton Convention Center</u> Eligibility/Transfer Tutorial – Cottage Grove High School <u>Cottage Grove High School</u> Eligibility/Transfer Tutorial – OSAA Office <u>OSAA Office</u> OSAA Webcast – Register with OSAA by August 5 - \$50 fee
Thursday, August 11	8am – 9am 9:30am – Noon* 8am – 9am 9:30am – Noon*	Eligibility/Transfer Tutorial – Bend High School <u>Bend High School</u> Eligibility/Transfer Tutorial – North Medford High School <u>North Medford High School</u>
Friday, August 12	8am-9am 9:30am – Noon* 9:30am – Noon	Eligibility/Transfer Tutorial – OSAA Office <u>OSAA Office</u> OSAA Webcast – Register with OSAA by August 5 - \$50 fee

- If you are planning on attending a Workshop not in your general area, please email me, kellyf@osaa.org , (e.g., Central Oregon school coming to a Workshop in Portland).
- Register for a Webcast – Contact me via email at kellyf@osaa.org.
- * indicates that a meal will be provided at the conclusion of the Workshop.

Administrator Workshop Attendance Requirement *(OSAA Handbook, Executive Board Policies)*

Each member school shall ensure that at least one representative participate in one of the annual Administrator Workshops presented by OSAA staff. Roll shall be taken at the Workshops to confirm compliance with this policy.

Should it be determined that a member school failed to have a representative at any of the Administrator Workshops, that school shall be placed on probation during the Association year of non-attendance. The Board shall consider the probationary status of the school when assigning penalties for any violations of OSAA Regulations by the school that might occur during the period of probation. *(Fall 2006)*