



# Oregon School Activities Association

25200 SW Parkway Avenue, Suite 1  
Wilsonville, OR 97070  
503.682.6722 fax: 503.682.0960 <http://www.osaa.org>



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To: Superintendents, Principals and Athletic Directors  
From: Peter Weber, Executive Director  
Subject: Important Reminders for 2018-19 School Year

With our spring championships coming to a close, our staff wishes you the best with graduation and other end-of-year events and activities. As we look ahead to 2018-19, please note the following and pass it along to the appropriate people in your school/district.

1. **ACADEMIC ELIGIBILITY** ([OSAA Rule 8.1.1](#))

Please remind your students who did not pass the required number of classes/credits during the spring grading period that they must make up those classes via summer school, correspondence course, online course, night school, etc. to be eligible to participate in the Fall of 2018. This applies to all OSAA activities, including speech and music competitions. Students should work to regain their eligibility through credit recovery rather than seeking a grade waiver in August.

2. **SATISFACTORY PROGRESS TOWARD GRADUATION** ([OSAA Rule 8.1.2](#)) ([Full Chart](#))

In addition to the class/credit requirement above, a student must also be making satisfactory progress towards the school's graduation requirements by earning a minimum of the quantity of credits indicated on the chart below.

Credits to Graduate	Minimum Satisfactory Progress Requirements						
	24	25	26	27	28	29	30
Prior to Year 2	4.5	4.5	4.5	5	5	5	5.5
Prior to Year 3	10	10.5	11	11	11.5	12	12.5
Prior to Year 4	17	17.5	18.5	19	19.5	20.5	21

Returning students who do not meet the minimum credit requirements listed above need to enroll in and complete a credit recovery program this summer in order to regain (or attempt to regain) their eligibility. Students who are not "on track to graduate" prior to the start of the school year are not eligible to participate for the entire 2018-19 school year.

3. **PARTICIPATION ON AFFILIATED TEAMS / COACHES** ([OSAA Rule 8.6.5](#)) ([Student Intent to Transfer Certificate](#))

It is important to remind your coaches, athletes and parents that if a student plays on a team where a majority of players attend another school or the coach is from another school and the student then transfers to that school, the student is INELIGIBLE for one calendar year. This also includes students who have received athletic instruction within the past calendar year from any coach affiliated with the school to which the student transfers. Students who intend to transfer should complete a Student Intent to Transfer Certificate indicating that they intend to transfer prior to receiving athletic instruction from a coach at the new school.

4. **DISTRICT ATHLETIC COMMITTEES**

Please remember that under OSAA policy, no hardship requests involving future eligibility may be considered until the student is actually in an ineligible status. Consequently, schools may not file a hardship request with their District Athletic Committee for transfer students who are not eligible by OSAA rules until after they attend a class or a practice next Fall.

5. **MORATORIUM WEEK** ([Board Policy – Moratorium Week](#))

All schools are reminded that the 2018 Moratorium week is from July 22-28. During this week "there shall be no high school facility usage by administrators / coaches / directors / advisors and students, and no contact between administrator / coaches / directors / advisors and students." Requests to shift Moratorium Week for a program in your school to another 7-day period during the summer should be emailed to [peterw@osaa.org](mailto:peterw@osaa.org) for consideration.

6. **ATHLETIC DIRECTOR and COACH CERTIFICATION REQUIREMENT** ([OSAA Rule 1.2; Board Policy – Certification](#))

Athletic Directors and all coaches (paid and volunteer) must complete these requirements prior to assuming their duties. We strongly encourage schools to utilize the Manage Staff section on the OSAA website, especially the Sync feature, to track these certifications.

- a. **NFHS FUNDAMENTALS of COACHING** ([NFHSLearn.com](#))  
The OSAA requires that athletic directors and coaches must achieve a passing score on the test included with the NFHS Fundamentals of Coaching course. This is a one-time requirement.
- b. **CONCUSSION RECOGNITION and MANAGEMENT TRAINING** ([NFHSLearn.com](#))  
The OSAA and Oregon State Law ([ORS 336.485](#)) requires that athletic directors and coaches receive training to learn how to recognize the symptoms of a concussion and how to seek proper medical treatment for a person suspected of having a concussion. The NFHS's Concussion in Sports free course satisfies this requirement. This training is required annually.
- c. **NFHS HEAT ILLNESS PREVENTION** ([NFHSLearn.com](#))  
The OSAA requires that athletic directors and coaches must achieve a passing score on the test included with the NFHS's Heat Illness Prevention free course. This training is required once every four years.
- d. **ANABOLIC STEROIDS and PERFORMANCE-ENHANCING SUBSTANCES TRAINING**  
The OSAA and Oregon State Law ([ORS 342.726](#)) require that athletic directors and coaches receive training on identifying the components of anabolic steroid abuse and use and prevention strategies for the use of performance-enhancing substances. This training is required once every four years.
- e. **SPIRIT SAFETY CLINIC (CHEERLEADING and DANCE/DRILL COACHES ONLY)**  
The OSAA requires that any cheerleading or dance/drill coach attend an OSAA Spirit Safety Clinic by the first day of the Association year in which that person serves as a coach. Should a cheerleading/dance drill coach fail to attend an OSAA Spirit Safety Clinic by the first day of the Association Year, the squad of the non-attending coach shall be prohibited from performing partner stunts, lifts or tumbling until the coach has attended a clinic. This training is required annually.
- f. **HEADS UP FOOTBALL CERTIFICATION (FOOTBALL COACHES ONLY)** ([NFHSLearn.com](#))  
The OSAA requires that any football coach complete the USA Football Heads Up Certification prior to assuming coaching duties and to recertify annually prior to the beginning of each Association year. Additionally, each member school sponsoring football is required to identify a Player Safety Coach. Each Player Safety Coach is required to attend an in person clinic annually prior to the start of the Association year that is conducted by a USA Football Master Trainer in preparation for implementing and overseeing the primary components of Heads Up Football at their school.

7. **PRE-PARTICIPATION PHYSICAL EXAM FORM** ([Pre-Participation Physical Exam Form, May 2017](#))

The State Board of Education, on the advice of the OSAA's Sports Medicine Advisory Committee, approved a new pre-participation physical exam form last year. Remember that medical providers conducting physicals on or after May 1, 2018 must use the form dated May 2017. The form may be used in a hard copy or electronic format.

8. **EMERGENCY ACTION PLANS (EAP)** ([Board Policy – Emergency Action Plan](#))

Each full member school shall have an Emergency Action Plan (EAP) in place for responding to life-threatening emergencies in after-school practices and events. Schools are strongly encouraged to utilize the "Anyone Can Save a Life" program, a free, turnkey solution that covers all medical emergencies. ([www.anyonecansavealife.org/](#))

9. **FALL ADMINISTRATOR WORKSHOPS** ([2018 Administrator Workshops Information/Registration](#))

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, August 7-10, 2018. We would also like to invite all Assistant Athletic Directors and Athletic Director Secretaries to join us for the trainings. All attendees must register for a workshop through the OSAA website (see link above to register).

Eligibility/Transfer Tutorial – We are again offering a specific tutorial aimed at our eligibility and transfer policies prior to each workshop. This tutorial will review, in detail, major OSAA eligibility rules, regulations and policies. New AD's are strongly encouraged to attend.

Please feel free to contact our office if you have any questions. Have a great summer!