
2022-2023

Oregon School Activities Association

Solo Music Handbook



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Published by
OREGON SCHOOL ACTIVITIES ASSOCIATION
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Wilsonville, OR 97070

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<http://www.osaa.org>

How to find information in the Solo Handbook

*This handbook can be found on the OSAA website. Wording that has been changed from previous years is indicated by **bold italic** lettering. Linked references to other sections are **shaded** and Questions and Answers are shaded.*

OSAA Mission Statement

The mission of the OSAA is to serve member schools by providing leadership and state coordination for the conduct of interscholastic activities, which will enrich the educational experiences of high school students. The OSAA will work to promote interscholastic activities that provide equitable participation opportunities, positive recognition and learning experiences to students, while enhancing the achievement of educational goals.

Non-Discrimination Policy

(Executive Board Policies, Revised July 2019)

- A. The Oregon School Activities Association does not discriminate on the basis of race, color, religion, sex, sexual orientation, national origin, marital status, age or disability in the performance of its authorized functions, and encourages its member schools, school personnel, participants and spectators to adopt and follow the same policy.
- B. A claim of discrimination against a member school shall be brought directly to the member school of concern.
- C. Any party that believes he/she has been subjected to an incident involving discrimination or discriminatory harassment at an OSAA sanctioned event, may submit a written complaint through the online complaint process provided on the OSAA website ([Complaint Form](#)). When the coaches, players students, staff or spectators of any members school engage in discriminatory behaviors, or act in a manner disruptive to the school environment, or cause disorder or infliction of damage to persons or property in connection with any festival, meet, contest or championship sanctioned by the Association, the Executive Board may treat such acts as a violation by the school of the Rules of the Association. See **Rule 3, "Contests – Sportsmanship – Crowd Control"** for additional information.

OSAA Sportsmanship Statement

Interscholastic activities are an integral part of the educational curriculum and experience. High school activities promote the character development of participants, enhance the educational mission and promote civility in society. Therefore, student-athletes, coaches, spectators and all others associated with high school activities programs and events should adhere to the fundamental values of respect, fairness, honesty and responsibility. These values should be established as a priority among all OSAA member high schools.

It is the responsibility of each member high school to establish policies for sportsmanship and ethical conduct consistent with the educational mission and goals of that school and to continually educate students, coaches, teachers, parents and all involved about those policies.

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SOLO MUSIC PLAN

1. SEASON DATES

First Practice Date	August 15
First Contest Date	August 25
State Championship Registration Form Available.....	November 14
Registration Form Submission Deadline / District Result Deadline / Cutoff Date	March 14
School Information Deadline	March 30
Schedule Posted.....	April 3
Add / Drop Deadline	April 12
Schedule / Time / Accompanist Change Cutoff Date.....	April 26
State Championships	April 29

2. STATE CHAMPIONSHIP INFORMATION

A. **Staff Contact:** Kris Welch, Assistant Executive Director, 503.682.6722 x230, krisw@osaa.org

B. **State Championships Posting Timelines:**

1) **Registration Information:** <http://www.osaa.org/activities/sol/>

The registration form will be available on the OSAA website on **Monday, November 14, 2022**. Form submission deadline for all qualifying individuals is 4pm **Monday, March 14, 2023**.

It is essential that all participating schools access this information. Included will be information regarding submission of program information, upcoming posting dates, as well as information regarding the Solo Music State Championship information.

2) **Championship Schedule:** <http://www.osaa.org/activities/sol/>

Championship Schedule will be posted by noon on the **Monday, April 3**. This schedule contains the performance order, room assignments and performance time. Check the OSAA website frequently prior to the State Championships for any schedule changes.

3. STATE CHAMPIONSHIP LOCATIONS AND TIMES:

A. **Finals:** Saturday, April 30.

B. **Site:** Mountainside HS, 12500 SW 175th Avenue, Beaverton, OR 97007.

C. **Warm-Ups:** Please note that there will be community warm up spaces available on campus. There will not be individual warm-up rooms available for contestants nor will pianos be provided in any of the warm-up venues. The only warm-up room available with a piano is for accompanist warm up which students nor directors will have access to. Warming up outside the rooms and on campus grounds is prohibited.

OSAA MUSIC RULES (Excerpt OSAA Handbook, Rules)

The Music Rules for the Association are the same as the Rules listed in the OSAA Handbook with the following exceptions:

1. Rule 1 – Responsibility of the Member School and Principal

1.4. Athletic Director and Coach Certification. Certification of Coach Eligibility does not apply to music directors.

1. Q. Must an authorized representative be present with each group or participant at each music event?

A. Yes, the principal or their authorized representative must be present at each music event.

2. Rule 2 – Officials

2.1. The Band/Orchestra, Choir and Solo Music Handbooks shall govern the adjudicating of all competitive state music events and OSAA League/Special District and/or OMEA District qualifying events.

2.2. Adjudicators for state events shall be recommended by the State Championships Directors. The OSAA shall approve adjudicators for state events.

2.3. Adjudicators for OSAA League/Special District and/or OMEA District qualifying events shall be selected by local contest chair.

1. Q. Must OSAA Leagues/Special Districts and/or OMEA Districts, invitational or local contests and festivals follow the Band/Orchestra, Choir and Solo Music Handbooks in their contest format?

A. Only if they wish to enable schools to qualify for a state event. The handbook format has flexible recommendations that could be used regardless of local festival philosophy or needs, e.g., competitive vs. non-competitive.

2. Q. Must all adjudicators be selected from the OMEA "approved" lists?

A. No, unless schools wish to qualify for a state event. If state qualification is desired, certified adjudicators must be used. Exceptions may be made for out-of-state adjudicators by OSAA approval.

3. Rule 3 – Contests – Sportsmanship – Crowd Control

1. Q. Would full member schools be permitted to participate with OSAA schools that have not elected to participate in state music competitions?

A. Yes.

2. Q. May a band and choir from the same school participate in the state band and choral events?

A. Yes. They are separate activities. A school may also enter both a full and a string orchestra.

NOTE: Rule 4 and Rule 5 are the same as stated in the Rules section.

6. Rule 6 – Association Sports / Activities.

6.6. Music events sanctioned by the OSAA may take place throughout the Association Year.

6.8. There shall be no limits on the number of music events in which schools may participate, other than those imposed by the individual school districts.

1. Q. (Solo Music Only) Must league, invitational or local music activities be registered by OSAA?

A. Music events in Oregon involving Oregon schools only shall be registered with OMEA and acknowledged by OSAA. Music events in Oregon involving out-of-state schools must apply to the OSAA for interstate sanction; application forms are available from the OSAA.

7. Rule 7 – Out-of-Season and Non-School Activities

7.1. Individuals and groups of students from a member school may participate in summer instructional, recreational, or competitive music programs, except during Moratorium Week.

8. Rule 8 – Individual Eligibility

Individual eligibility rules to be satisfied by a music student in order to represent their full member school in competitive Choir, Band and Orchestra music activities are the same as for any other OSAA sport or activity with the following additional rules.

8.1. **School Music Class Participation Requirement.** An eligible music student shall be enrolled in the class for an appropriate performing ensemble at the full member school to participate in competitive Choir, Band and Orchestra music activities.

EXAMPLES:

Vocalists shall be enrolled in a choir class.

Woodwind/Brass/Percussion players shall be enrolled in a band class.

String players shall be enrolled in a string/orchestra class or band class in the case of double bass players performing with a band or if a school does not offer a strings class.

Vocalists performing a vocal part with a band / orchestra shall be enrolled in the band, orchestra or choir class.

8.2. **3A, 2A, 1A Band/Orchestra/Choir Exception.** For 3A, 2A and 1A schools, students in the 7th and/or 8th grades of feeder schools may represent the high school they will be attending in Choir, Band and Orchestra competitions.

- 1. Q.** If a student musician is not enrolled in the “appropriate performance ensemble” class available at the full member school, may that student musician participate at the league large group (Choir, Band, Orchestra) music contest or OSAA large group (Choir, Band, Orchestra) music contest representing the school?

A. No.
- 2. Q.** Must a home school or Associate Member school student be enrolled in the “appropriate performance ensemble” at their resident public school to be eligible for competitive Choir, Band and Orchestra music activities?

A. Yes.
- 3. Q.** Must a student participating in an event which the school will use to qualify for state competition be eligible to participate in that event?

A. Yes.
- 4. Q.** If a student musician is not enrolled in the “appropriate performance ensemble” class available at the full member school they wish to represent, may that student musician participate at the OMEA district or OSAA Solo Music State Championships representing that school?

A. Yes, provided they meet all other OSAA eligibility requirements. There is no music class requirement for Solo Music participation.
- 5. Q.** What are examples of competitive music activities at which attendees are required to satisfy OSAA individual eligibility rules?

A. Any performance at which judges/adjudicators declare a winner and publish rankings of performance that include the identification of the performers is considered a music competition regardless of whether the performance is by a group or is a solo performance.
- 6. Q.** What are examples of music performances that are not considered competitions, so the OSAA individual eligibility rules would not apply?

A. ***If communicated to the event organizer in advance of the performance***, a performance by a group or soloist is not considered a music competition if:

 - 1) there are no judges / adjudicators present **or**,
 - 2) judges / adjudicators are present, and performers receive “comments only” (no score is given) **or**,
 - 3) judges / adjudicators are present, scores are given but no winner is declared, and no recap sheet of any kind is published.

However, if a group or soloist is performing at an event of this kind with the intent of qualifying for OSAA state level competition that group’s or soloist’s performance would be considered a competition and individual eligibility rules would apply. School music performances such as concerts, pep assemblies, football games, etc. are not considered music competitions, nor are pep band performances at the lower classification basketball championships where community representatives sometimes provide awards.
- 7. Q.** Do OSAA individual eligibility rules apply only to a school’s top group/students (Solo Music / Choir / Band / Orchestra)?

A. No. Any group or student who participates in a competitive Solo Music, Choir, Band and Orchestra music activity is governed by OSAA individual eligibility rules regardless of the performance level.

SOLO MUSIC HANDBOOK

1. Philosophy

- 1.1. OMEA District Solo Contest.** At the OMEA District Solo Contest, students are rated against a standard of excellence. Judges provide written evaluations of each student's performance in a clinic session stressing constructive comments. This contest provides educational features and is intended to be an end result in itself for those students who do not qualify for the Solo Music State Championships. See the OMEA website, <http://www.oregonmusic.org> for additional district information.
- 1.2. Solo Music State Championships.** The Solo Music State Championships is a limited contest provided by the OSAA for those select students who are eligible and wish to compete on the state level for a Solo Music State Championship. Brief written comments will be given, but the judges' primary purpose is to select the best performance in each category. Whether the student competes at the state level is purely an individual choice with the student and / or the school administration. The purpose of this contest is to provide an opportunity for talented students to achieve recognition on the state level.

2. District Solo Contest Rules

- 2.1. Solo Contest Only.** Students may qualify for the Solo Music State Championships as soloists only; no ensembles are allowed.
- 2.2. Student Eligibility.** Individual eligibility rules to be satisfied by a music student in order to represent his or her full member school in competitive solo music activities are the same as for any other OSAA sport or activity.
- 2.3. Categories.** The following categories shall be offered unless there are insufficient entries in that category. Should fewer than five participants qualify for a category during a particular year, that category shall not be contested at the State level that year.

Flute	Mallets	Trombone	Cello	High Saxophone	Tenor Voice
Clarinet	Timpani	Tuba	String Bass	Low Saxophone	Baritone Voice
Low Clarinet	Trumpet	Violin	Orchestral Snare Drum	Mezzo Voice	Bass Voice
Oboe	French Horn	Viola	Rudimental Snare Drum	Alto Voice	Soprano Voice
Bassoon	Euphonium				

- 2.4. Procedures for Selecting Solo Music State Championships Qualifiers.** OMEA District contest judges must choose the three top 1-rated soloists in each category whom they feel are of Solo Music State Championships quality and list them in order of preference as eligible for the Solo Music State Championships. No ties are accepted. It is not possible to send the top-rated contestant in a category if no one in that category received a one rating. The decision of the district judge regarding selection of soloists and category as noted on the district report form is final.
- 2.5. Additional Solo Music State Championships Qualifiers.** In general, each OMEA District is limited to one contestant per category. However, the Solo Music State Championships chair may allow additional students in each category per district to participate in the Solo Music State Championships if the following conditions are met:
- 2.5.1.** The student in question has received a superior rating at his / her OMEA District contest.
- 2.5.2.** A vacancy exists in the student's category at the Solo Music State Championships.
- 2.5.3.** The student in question is accepted by the Solo Music State Championships chair.
- 2.5.4.** The OMEA District the student in question represents has a returning soloist who placed 1, 2 or 3 in the Solo Music State Championships the previous year and who again takes first in district.
- 2.5.5.** If there are more than 15 contestants in a category at the OMEA District contest, one additional student may be sent to the Solo Music State Championships, i.e., and one for each additional 15 contestants. A returning soloist who qualifies under item 2.5.4. above is an automatic Solo Music State Championships entry. Therefore, the designated first alternate would become an additional Solo Music State Championships entry for OMEA Districts with fewer than 15 contestants in a category at the district contest. Districts with more than 15 contestants in a category may send the returning winner, plus the designated first alternate, plus one for each additional 15 contestants (16-30, 31-45, etc.).

- 2.6. City Solo Contests.** All participants chosen for the Solo Music State Championships must be chosen through the OMEA District contest. Cities that hold their own solo contests may not send contestants to the Solo Music State Championships.

3. Solo Music State Championships Rules

- 3.1. Solo Music State Championships Site and Date.** The Solo Music State Championships shall be scheduled on a date and at a site arranged by the OSAA.

3.2. Eligibility

- 3.2.1. Schools.** In order for a student representative of a school to be eligible to participate in the Solo Music State Championships, the school must be registered with the OSAA to participate in solo music activities.

- 3.2.2. Student Participants.** Individual eligibility rules to be satisfied by a music student in order to represent his or her full member school in the OSAA Solo Music State Championships are the same as for any other OSAA sport or activity with the following additional requirements:

(a) District Contest Requirement. Students shall have qualified for the OSAA Solo Music Championships through an OMEA District contest under the procedures listed previously in this Solo Music Handbook.

(b) Registration Form. OMEA District Chairs are responsible for insuring that the Registration Form has been accepted by the OSAA Solo Music State Championship Director prior to the established cutoff date.

- 3.3. Fees.** Neither school nor individual participant entry fees shall be charged to schools with contestants in the Solo Music State Championships

- 3.4. Registration Deadline.** Directors are responsible for seeing that their complete OMEA District Registration Forms are submitted online through the OSAA website prior to the deadline. Incomplete or late entries shall not be accepted.

- 3.5. Multiple Entries.** Vocal soloists may enter only one vocal category; instrumental soloists may enter multiple categories.

- 3.6. Selections.** Soloists shall choose their own selections with the understanding that judges will look favorably on only the best possible literature.

- 3.7. Changing Selections.** Soloists may perform a different number for the Solo Music State Championships from that used at the district contest, but they are not required to do so.

- 3.8. Musical Scores.** Soloists shall furnish each of the three judges with a legal score of the solo. Soloists are reminded to take care of this requirement early since it takes time to order or borrow this many copies of a selection. Failure to comply shall result in penalty or disqualification by the judge.

- 3.9. Time Limit.** The time limit on solos shall be 10 minutes. Timing of the 10 minutes shall begin after the student has been announced by the room monitor. There shall be strict adherence to the time limit; soloists exceeding the time limit shall be interrupted by the timekeeper in the room and required to stop.

- 3.10. Awards.** A maximum of 50% of the participants in a category, not to exceed five participants in any category, shall receive medals Place Awards at the Solo Music State Championships.

4. Solo Music State Championships Adjudication

- 4.1. Judge Selection Procedures.** Judges shall be selected by the Solo Music State Championships Director or the Director's appointed representative and approved by the OSAA.

- 4.2. Adherence to the Rules.** All judges shall be expected to become acquainted with, and to cooperate with, the rules of the Solo Music State Championships in rendering fair, accurate, sympathetic and constructive judgment.

- 4.3. Communication between Judges.** Judges may not, in any way, communicate with each other in arriving at their decisions and final ratings. The three judges' scores shall be totaled to compute a final score, which shall determine the winners.

- 4.4. Points of Judging.** (See also percussion-rating scale below.)
- 4.4.1. Quality of Sound:** Beauty and control of tone; focus, resonance, clarity, and warmth; intonation; uniformity of vowels (vocalists).
- 4.4.2. Technique:** Facility / accuracy; attacks, releases; articulation / bowings / diction; rhythm, including accuracy of note and rest values, duration, pulse, correctness of meters; selection and control of tempo.
- 4.4.3. Musicality:** Stylistically valid interpretation; control and range of dynamics; phrasing; expression.
- 4.5. Numerical Rating Scale.** (See also percussion-rating scale below.) Judges shall assign a numerical rating to the performance based on 330 points for each of the categories previously listed. The numbers would represent the following:
- | | |
|---------------------|---|
| 297-330 | Outstanding – comparable to a performance by a mature artist. |
| 296-231 | Very Good – a performance of the highest caliber – distinctive in every respect. |
| 165-230 | Average – definitely a one rating in a district contest but not worthy of the highest rating in one or more essential qualities. |
| 99-164 | Below Average – but not outstanding. Shows accomplishment and marked promise but lacking in one or more essential qualities. |
| 98 and below | Poor – An average performance |
- 4.6. Other Factors.** Each judge shall also award up to 30 points for literature selection, difficulty and stage presence.
- 4.7. Percussion Rating Scale.** Percussion categories shall be judged on a 330-point scale covering appearance, tone, position, holding of implements, dynamics, difficulty of solo, and execution.
- 4.8. Evaluation Forms.** The judges' evaluation forms including brief written comments to the performer shall be distributed to directors electronically at the conclusion of the event. Scoresheets will be sent via e-mail to directors by the Monday after the competition.
- 4.9. Results.** Medalist results shall be posted on the OSAA website soon after the contest. A numeric score array by category shall also be posted on the OSAA website.

5. OMEA District Contest Chair's Duties

- 5.1. Judge Selection and Orientation.** The OMEA District chair needs to select the district judges with care. Judges should be briefed thoroughly on the philosophy behind the district contest prior to the event. The district contest chair should hold a conference with each judge after the day's judging to determine which contestants are eligible for the Solo Music State Championships. If more than one superior rating is given, the judge must be required to list the contestants 1, 2, 3, in order of preference with no ties accepted. It is recommended that the district chair hold the adjudication check for each category until that category is resolved.
- 5.2. Splitting Categories.** The practice of splitting large categories among several judges shall, of necessity, have to be abandoned. One judge must hear all entries in a category if a meaningful decision is to be made as to which contestant should qualify for the Solo Music State Championships.
- 5.3. Announcement of Solo Music State Championships Qualifiers.** At the conclusion of the OMEA District contest (preferably in a brief awards ceremony), the district chair shall recognize each student who qualified for the Solo Music State Championships from the district, pending acceptance of a complete online application form from that student by the Solo Music State Championships Chair.
- 5.4. Reporting Results to the OSAA Solo Music State Championship Director.** OMEA District chairs shall submit the following information on the OSAA Solo Music Registration Form immediately following the conclusion of the district solo contest:

Names of those recommended for the OSAA Solo Music State Championships plus their school, grade, accompanist name, performance piece and composer, director's name and the usual statistical information requested on the OSAA Solo Music Registration Form.

OSAA GENERAL POLICIES

Note: For the purposes of this rule, “Coach” refers to “Director.”

1. ADVERSE WEATHER CONDITIONS / AREA-WIDE EMERGENCY PROCEDURES (OSAA Handbook, Executive Board Policies) (May 2020)

There may be times in the interest of minimizing risk due to adverse weather conditions and/or a clear area-wide emergency that it becomes necessary to postpone, cancel, and/or reschedule regular season or postseason events. The intent of this policy is to outline procedures and policies to provide guidance to OSAA member schools when such conditions impact an event.

A. Regular Season Events.

- 1) Administrators have the responsibility to define and communicate contingency plans in the event of adverse weather conditions and/or a clear area-wide emergency. A stepwise progression that places emphasis on minimizing risk for athletes, coaches, contest staff, spectators, and contest officials will be used to help guide decision makers on the appropriate course of action.
- 2) The following steps shall be taken:
 - a) Suspend the Event: NFHS rules allow officials to “delay” or “suspend” any contest where factors may endanger the participants. At no time may officials “terminate” a contest between schools unless administrators or representatives from each school mutually agree to end the contest. If the participating schools involved mutually agree to end the game the contest will be considered complete. Officials should use the following guidelines when choosing to suspend a contest:

Starting Time of the Event	8am to 12pm	12:01pm to 3:30pm	3:31pm to 6pm	After 6pm
Maximum Suspension	3 hours	2 hours	1.5 hours	1 hour

- b) Modify the Event: NFHS rules in most sports and activities allow for modifications to timing and structure if necessary, with mutual agreement of participating schools, to address factors that may endanger the participants.
- c) Reschedule the Event: When situations arise involving a suspension of play and the participating schools cannot reach mutual agreement on ending the contest, the following steps shall be taken:
 - (1) Convene a meeting between representatives from participating teams
 - (2) Review and record contest details up to the point of suspension
 - (3) Review each of the following options

Option	Implication	Contest Result
Schools agree to reschedule contest during the current game week (i.e. Friday game, continued on Saturday or Sunday).	See Executive Board Policy, “Interrupted Contests” procedures for specific sport/activity.	Upon conclusion result is final.
Schools agree to reschedule contest during a future game week (i.e. Friday game, continued on following Tuesday).	See Executive Board Policy, “Interrupted Contests” procedures for specific sport/activity.	Upon conclusion result is final.
Schools cannot reach agreement on when to reschedule contest.	Contest is suspended.	No Result.

- d) Cancel the Event: Cancelling the contest is not an option if the cancellation has a bearing on advancing a team(s) to the final site.

B. OSAA Final Site Events.

- 1) A culminating event shall be defined as the event(s) conducted at the final site only. Early round contests and district qualifying should tournaments follow the stepwise progression listed in part A.
- 2) School personnel have the responsibility of making alternative travel plans to final sites based upon adverse weather forecasts and any other pertinent information. It shall be the responsibility of the participating school(s) to notify the OSAA Executive Director or OSAA staff designee if the school is having difficulty traveling to the final site and may not arrive in time for the scheduled event(s) due to adverse weather conditions or a clear area-wide emergency.

C. Championship Final Site Specifics.

- 1) If a team/individual is unable to arrive at a final site for their scheduled competition due to adverse weather conditions or a clear area-wide emergency, that team/individual will be allowed to participate in their scheduled event provided they arrive at the site and are able to compete on the day of their scheduled event. In this situation the OSAA Executive Director or OSAA staff designee, shall adjust the schedule of the event for the purpose of allowing maximum participation for all qualified schools when these conditions are present. If the team/individual is unable to arrive to compete on the day of their event, and NFHS playing rules allow the modification, a forfeit is recorded and that team/individual shall move into the consolation bracket or be dropped from competition, whichever is applicable to the event.
- 2) When the number of teams/individuals unable to reach the final site for their scheduled event due to adverse weather conditions or a clear area-wide emergency exceeds 25% of those participating, the OSAA Executive Director or OSAA staff designee, shall consider postponement or cancellation of all or part of the event. An alternative schedule shall be determined by OSAA Executive Director or OSAA staff designee. Should the need arise for the schedule of a final site to be altered the next available date, including Sunday, will be used.
- 3) For the purpose of this policy, the TOTAL number of teams/individuals scheduled to attend the final site for that classification shall be the number used from which to obtain the percentage of those needed, regardless of the total number of classifications scheduled to attend the event.
- 4) Note: For the purpose of this policy, when the percentage used results in a number that is not a whole number, the number shall be rounded up to the next whole number. For example, if a tournament is being held for 30 teams, 25% of the total would be 7.5 which would be rounded up to 8.

D. Procedures to Follow If Contests at The Final Site Are Rescheduled.

- 1) The OSAA Executive Director or OSAA staff designee has the final authority on final site contest rescheduling.
- 2) If contests are rescheduled on the same day as originally scheduled but at a different site, the semifinal and championship contests will be scheduled at the same time or later than originally scheduled.
- 3) Time between contests may be shortened. Example: If contests were originally scheduled at two-hour intervals, they may be rescheduled at one and one half-hour intervals.
- 4) Individuals/teams shall be granted a minimum of 20 minutes for rest between contests.
- 5) Whenever possible, contests played on the final day of the tournament shall be scheduled to allow individuals/teams to return to their home community that day.
- 6) If during the last scheduled day at the final site, contests are unable to be restarted requiring postponement overnight, only those individuals/teams still in contention for the championship will continue play. Individuals/teams not in contention for the championship shall be awarded a tie for the highest placing that could have been earned if postponement had not been necessary.

- E. Ticket revenue will not be refunded in the event the schedule and/or day(s) of the event are changed due to adverse weather conditions or a clear area-wide emergency.

2. MORATORIUM WEEK (OSAA Handbook, Executive Board Policies)*(Revised May 2014)*

- A. Each year a seven-day OSAA Moratorium Week shall be in effect during which there shall be no contact between administrators/coaches/directors/advisors and students involved in any OSAA-sanctioned sport or activity, including cheer, dance/drill, speech, solo music, choir, band/orchestra. In addition, there shall be no high school athletic facility usage by athletic staff and students/teams, including dance/drill and cheer, during the OSAA Moratorium Week. Use of non-athletic facilities by athletic staff is allowed.

- B. Week 4 of the NFHS Standardized Calendar shall be designated as Moratorium Week. Designated OSAA Moratorium Week dates:
- | | | | | | |
|------|-------------------|------|--------------------|-------------|--------------------------|
| 2022 | July 24 – July 30 | 2024 | July 28 – August 3 | 2026 | July 26 – August 1 |
| 2023 | July 23 – July 29 | 2025 | July 27 – August 2 | 2027 | July 25 – July 31 |

1. Q. During the Moratorium Week, will coaches be allowed any contact with their athletes?

A. No.

2. Q. During the Moratorium Week, will schools be allowed to have open facilities?

- A. Schools may only host an activity that includes high school students involved in athletics and activities if they have appealed for and been granted permission from the Executive Director prior to the Moratorium Week. Permission shall not be granted for team camps.
3. Q. During the Moratorium Week, will coaches be allowed to have conditioning with their athletes, including working out in the weight room?
A. No, no contact is allowed.
4. Q. During the Moratorium Week, may students attend camps, clinics, etc.?
A. Yes, so long as no high school administrators/coaches/directors/advisors are present, and participation is not organized or paid for by the school.
5. Q. Are there any exceptions to this policy?
A. Yes. There will be an appeals process in place for teams, coached by a high school coach, that have been playing together all summer and have qualified for a post-season event that is taking place during all or part of the Moratorium Week. Approval must be granted by the Executive Director prior to the Moratorium Week.
6. Q. What is the penalty for a Moratorium Week violation?
A. The violation penalty will be similar to that assessed for a Rule of Two violation. The standard penalty is a \$500 fine and game suspension for the offending coach.
7. Q. May coaches work with non-high school students during the Moratorium Week?
A. Yes, but not at a high school venue.
8. Q. May coaches encourage their athletes to work out at another facility during the Moratorium Week?
A. No. The intent of the policy is that coaches and students take a week off.
9. Q. May a school schedule their athletic physical night, or a similar event, during the Moratorium Week?
A. No, the school may schedule nothing that is related to OSAA activities.
10. Q. May coaches/student make contact through phone, email, etc., during Moratorium Week?
A. Yes, but with restrictions. For example, the coach may not ask the student, "What is your workout today?".
11. Q. May a high school coach work with another high school's students during the Moratorium Week?
A. No. Contact is not allowed by high school coaches with any high school students during the Moratorium Week.
12. Q. May a coach work in any capacity (coaching or not coaching) at a camp during the Moratorium Week?
A. Yes, but only if there are no high school students at the camp and not at a high school venue.
13. Q. May an outside entity hold an event during Moratorium Week (e.g. youth soccer camp, little league baseball tournament) that utilizes high school athletic facilities?
A. Yes, provided that no high school students and no members of the high school athletic staff are involved in any capacity (scheduling, supervising, instructing, etc.) with the event.
14. Q. May athletic staff members work in school offices or classrooms during the Moratorium Week, even if they may have contact with students?
A. Yes, provided that the contact with students is limited to non-athletic pursuits such as schedule changes, registration, etc.
15. Q. At what point does the OSAA consider a person to be a school's coach?
A. Once a person and a school have verbally agreed that the person will perform coaching duties for the school, he/she is considered to be that school's coach by the OSAA. At that time, all OSAA policies are in effect for that coach until such time that the coach resigns or is notified by the school that they are no longer a coach for that school.
16. Q. May a returning coach work with students outside their designated sports season since the coach working under a one-year contract and has not signed a contract for the coming year?
A. No. Once a person becomes a school's coach, the OSAA considers that person to be a coach for the school until such time that the coach resigns or is notified by the school that they are no longer a coach for that school. Coaches who resign and are then brought back in a coaching capacity by the same school in an attempt to circumvent OSAA policy are subject to penalties as outlined in **Rule 5, "Violations of Regulations - Penalties."**

3. **NON-DISCRIMINATION POLICY** (*OSAA Handbook, Executive Board Policies*) **(Complaint Form)** (*Revised July 2019*)
- A. The Oregon School Activities Association does not discriminate on the basis of race, color, religion, sex, sexual orientation, national origin, marital status, age or disability in the performance of its authorized functions, and encourages its member schools, school personnel, participants and spectators to adopt and follow the same policy.
 - B. A claim of discrimination against a member school shall be brought directly to the member school of concern.
 - C. Any party that believes **they** have been subjected to an incident involving discrimination or discriminatory harassment at an OSAA sanctioned event, may submit a written complaint through the online complaint process proved on the OSAA website. When the coaches, players students, staff or spectators of any members school engage in discriminatory behaviors, or act in a manner disruptive to the school environment, or cause disorder or infliction of damage to persons or property in connection with any festival, meet, contest or championship sanctioned by the Association, the Executive Board may treat such acts as a violation by the school of the Rules of the Association. See **Rule 3, “Contests – Sportsmanship – Crowd Control”** for additional information.
4. **WITHDRAWAL DURING A COMPETITION** (*OSAA Handbook, Executive Board Policies*)
- A. Removal of a team from competition prior to completion of that competition shall be considered a gross act of unsportsmanlike conduct.
 - B. In such a case, the school shall forfeit the contest and an administrator and the coach responsible for the action shall appear before the Executive Board at its next regularly scheduled meeting.
See **Executive Board Policies, Withdrawal from State Championships** for additional information.

Rule 3 – Contests – Sportsmanship – Crowd Control (*OSAA Handbook, Rules*)

- 3.1. The arrangement of all festivals, meets, contests or championships is the responsibility of the superintendent, assistant superintendent or high school principal, subject to the Regulations of the Association.
- 3.2. When a festival, meet, contest or championship is in progress, the National Federation of State High School Associations (NFHS) rules governing such activities shall apply, except for specific deviations as approved by the Executive Board.
- 3.3. **Sportsmanship Responsibility.** The high school administration, coach and other responsible officials of each member school shall take all reasonable measures to ensure that the school's coaches, players, students and spectators maintain a sportsmanlike attitude at all events so that events may be conducted without unreasonable danger or disorder. All cheers, comments and actions shall be in direct support of one's team. Discriminatory harassment and bullying behavior will not be tolerated. Discrimination is defined as (OAR 581-021-0045(1)(a) “any act that unreasonably differentiates treatment, intended or unintended, or any act that is fair in form but discriminatory in operation, either of which is based on age, disability, national origin, race, color, marital status, religion, sex, and sexual orientation.” Harassing conduct may take many forms, including verbal acts and name-calling; graphic and written statements, which include use of cell phones or the Internet; or other conduct that may be physically threatening, harmful, or humiliating. Examples include but are not limited to hazing, intimidation, taunting, bullying, cyberbullying or menacing another, or engaging in behavior deemed by the member school to endanger the safety or well-being of students, employees, self or others. Harassment does not have to include intent to harm, be directed at a specific target, or involve repeated incidents. Harassment creates a hostile environment when the conduct is sufficiently severe, pervasive or persistent, so as to interfere with or limit the ability to participate in or benefit from the services, activities, or opportunities offered by a school. This includes the use of, or engagement in, abusive verbal expression or physical conduct, especially if that conduct interferes with the performance of students, staff, event officials or sponsors of interscholastic activities.
- 3.4. **Spectator Conduct.** The following expectations regarding spectator conduct at all OSAA sanctioned events, including regular and post season competition, are provided. Those violating or threatening to violate the following Association rules or site management spectator conduct expectations, may be ejected from the premises, issued a trespass citation, excluded from sanctioned activities temporarily or permanently and/or referred to law enforcement officials.
 - 3.4.1. All cheers, comments and actions shall be in direct support of one's team. No cheers, comments or actions shall be directed at one's opponent or at contest officials. Some examples of unacceptable conduct include but are not limited to disrespecting players by name, number or position; negative

cheers or chants; throwing objects on the playing surface; use of derogatory or racially explicit language; discriminatory harassment or conduct that creates a hostile environment that is disruptive to the educational environment.

3.4.2. Spectators shall not be permitted to use vulgar/offensive or racially/culturally insensitive language or engage in any racially/culturally insensitive action.

3.5. Complaint Process. The OSAA will sanction schools whom it has found negligent in the duties of reasonably protecting those involved in interscholastic activities from derogatory or inappropriate names, insults, verbal assaults, profanity, ridicule or engaging in behavior deemed by the member school to endanger the safety or well-being of students, employees, self or others.

3.5.1. OSAA will acknowledge receipt of the complaint within 48 hours.

3.5.2. OSAA may prioritize the investigation of complaints based on information received.

3.5.3. Complaints deemed to be employee or student discipline matters only shall be returned to the complainant. Matters of employment and/or employee discipline which can best be resolved through the school district's complaint process include but are not limited to playing time, team level assignments (Varsity/JV), assignment of a student to a specific coach, equipment use, or dissatisfaction with a contract or payment term. Matters of student discipline which can best be resolved through the school district's complaint process include but are not limited to academic eligibility, drug/alcohol use, playing time or playing position, specific workout requirements, or dissatisfaction with a calendar, schedule or event location.

3.5.4. Complaints must include the complainant's name and contact information (phone and email or mailing address). Anonymous complaints shall not be considered.

3.5.5. Every effort will be made to complete the investigation process within 30 days; however, should the investigation require more time, a 30-day status update shall be provided.

3.5.6. To assist in investigation of the complaint, complainants are asked to note the following:

(a) Complaints are only accepted on the official online form and each section of the Complaint Form must be completed. [\(Complaint Form\)](#)

(b) Complaints which are determined to be outside the scope of the OSAA will be returned to the complainant via the contact address provided. See [Rules, Rule 3.5.3.](#) for guidance.

(c) Whenever possible, provide first-hand accounts, with names and contact information of witnesses.

3.6. Sportsmanship Violations/Penalties. When the coaches, players, students, staff or spectators of any member school engage in unsportsmanlike conduct, discriminatory harassing behaviors, act in a manner disruptive to the school environment, or cause disorder or infliction of damage to persons or property in connection with any festival, meet, contest or championship sponsored by this Association, the Executive Board may treat such acts as a violation by the school of the Rules of the Association and the school shall be subject to penalty. Penalties may vary depending on the actions taken by the school and/or school district during and after the event as it relates to trespassing spectators involved, removing players/coaches from the team for a period of time, requiring additional education/training, etc. Upon a ruling by the Executive Director or by the Executive Board the member school may be subject to probation, mandatory appearance before the Executive Board, required plan of action, forfeitures, fines, lack of institutional control penalties, suspension of membership or expulsion from the Association as determined by the Executive Board. The Executive Director or the Executive Board may determine that no penalties are necessary when an incident has been handled appropriately and in a timely fashion by the school and/or district.

1. Q. Is the host school exclusively responsible for crowd control?

A. No. While the host school for any activity must assume a primary responsibility for the physical management of the activity, including providing for crowd control, this is a mutual responsibility. The visiting school also must take such measures as are necessary to ensure proper behavior on the part of its own students and fans.

2. **Q.** May home team schools display signs and/or banners at their home venues?
A. Yes, home team schools may display “permanent” signs and/or banners that are positive / supportive at their home venues. Examples are welcome signs, in-season rosters, league banners, league / state championship banners and sportsmanship banners.
3. **Q.** Are “run through” signs allowed?
A. Yes, so long as the message is positive/supportive.
4. **Q.** May visiting schools bring signs and/or banners to hang at the host school’s venue?
A. No.
5. **Q.** May spectators have signs at events?
A. Spectators are not permitted to have signs or banners larger than 8-1/2 x 11 inches. “Fathead” type items are considered signs and shall not be larger than 8-1/2 x 11 inches. Spectators are required to wear shirts.
6. **Q.** May a spectator have an artificial noisemaker?
A. No, spectators are not permitted to have artificial noisemakers. Some examples of artificial noisemakers are Thunder Stix, cowbells, clappers and air horns.
7. **Q.** May a school use an artificial noisemaker at specific times during athletic events?
A. In limited cases, yes. An example of an allowable use of artificial noisemakers by a school would be the firing of a cannon or the ringing of a bell after a touchdown is scored.
8. **Q.** May spectators use small, handheld megaphones?
A. Yes, provided they are not electric. Only cheerleaders are allowed to use large megaphones. Neither cheerleaders nor spectators may use megaphones for banging on the floor or bleachers.
9. **Q.** What are some examples of cheers that do not encourage a positive atmosphere?
A. Any yell that is intended to antagonize an opponent detracts from a positive atmosphere. “Air Ball! Air Ball!” booing, “You! You! You!”, or “You Got Swatted!” are examples of yells that will not encourage a positive atmosphere. Conversely, a positive atmosphere is created when fans focus on positive yells in support of their team, rather than on negative yells attacking their team’s opponents. Spectators shall not turn their heads or hold up newspapers during team introductions, or jeer at cheerleaders during opposing team introductions.
10. **Q.** May students stand on the bottom row of the bleachers?
A. Yes, but when they sit down, they must be seated on the second row.
11. **Q.** May students cheer during serves in volleyball and free throws in basketball?
A. Yes, so long as they are just “making noise” and not specifically addressing a contest official or an individual player from the opposing team.
12. **Q.** May a school use balloons at an athletic event?
A. Yes, a host school may use balloons for decoration. However, fans may not have balloons, and balloons may not be placed by the school in any manner that would block spectator viewing.
13. **Q.** May a school use balloons at a state championship final site?
A. No.
14. **Q.** May spectators have oversized foam fingers at athletic events?
A. Yes, they are allowed so long as they are not blocking spectator viewing.

Rule 7 – Out-of-Season and Non-School Activities (*OSAA Handbook, Rules*)

- 7.1. Out-of-season festivals, meets, contests or championships shall not be permitted during the school year involving member schools of this Association unless special authorization is given by the Executive Board.
- 7.2. A member school or official representative of a member school shall not participate, either directly or indirectly, in the promotion, management, supervision, player selection, coaching or officiating of an all-star contest involving high school students during the Association year.
- 7.3. No member school or official representative of a member school shall condition participation in high school athletics or activities on participation in non-school athletic or activity events or workouts, including, but not limited to camps, leagues, and any form of organized out-of-season or summer competition. Further, no

member school may give consideration to such participation when determining membership on, or participation in, high school athletics or activities.

- 1. Q.** May a coach require participation on a non-school team including summer teams or use participation on a non-school team as a factor in selecting members of a school team or allowing full participation in team activities?

A. No to both questions. Participation on a non-school team is a personal choice of the student and their parents and may not be required or even considered when selecting school team members or allowing full participation in team activities.
- 2. Q.** May a coach require participation in out-of-season or summer workouts as a factor in selecting members of a school team or allowing full participation in team activities?

A. No.