OSAA DISTRICT COMMITTEES

• **Who:**
  - Three selected school representatives from the regular league/district

• **Role:**
  - To rule on transfers within the regular league/district

• **Meeting Schedule**
  - As needed, at least once per season
  - May meet via conference call and/or via email
OSAA DISTRICT COMMITTEES

■ Authority:
  ■ May, at its discretion, waive or modify eligibility rules regarding transfers

■ DC may rule on the following waivers:
  ■ Transfers without change of Joint Residence
    ■ Could include grade deficiency and/or not making Satisfactory Progress Toward Graduation
  ■ Transfers to a school with affiliation (Rule 8.6.5)
OSAA DISTRICT COMMITTEES

• DC may not rule on the following waivers:
  - Age
  - Fifth Year
  - Grade Deficiency *(without transfer)*
  - Satisfactory Progress Toward Graduation *(without transfer)*
  - All non-CSIET Foreign Students
  - All CSIET students not meeting criteria

• These types of waivers must be sent directly to the OSAA
OSAA DISTRICT COMMITTEE PROCESS

• School submits Eligibility Request Form on behalf of a student
  – Committees may not rule on future eligibility
  – Transfer student must have attended a class and/or a practice at the new school

• Form Requirements
  – Filled out in its entirety
  – Official transcript attached
  – Completed enrollment record
  – Letter from previous school principal
  – Necessary signatures
Examples of additional information that may accompany request:

- Letters of Explanation
  - Student
  - Parents/Legal Guardians
  - School Representative

- Attendance Records
RULING ON ELIGIBILITY REQUESTS

• Key Factors to Consider:
  – Are there circumstances beyond the control of both the student and the student’s parent(s) or other circumstances whereby enforcement of the rule would work an undue hardship upon the student?
  – What is the student’s transfer history?
RULING ON ELIGIBILITY REQUESTS

Key Factors to Consider:

- If transferring for academic reasons, why is the transfer happening after initial enrollment in the 9th grade?

- What factors contributed to the ineligibility that were outside the control of both the student and the student's parent(s)?

- Is the transfer athletically motivated?
RULING ON ELIGIBILITY REQUESTS

Key Factors to Consider:

- What is meant by “circumstances beyond the control of each of the student and the student’s parent(s)”?

- When considering a hardship request, it is always an integral part of the evaluation to determine whether the events are outside a student or student’s parent(s) control, or whether the choices/decisions/actions that created the eligibility problem included knowable / predictable eligibility outcomes or consequences. Requests are denied when it appears the student’s eligibility situation has come about as a result of choices, decisions and/or actions made by the student, or the student’s parent(s), or both.
RULING ON ELIGIBILITY REQUESTS

DC Chair:
- Distribute link to voting members when emailed that a hardship request has been submitted
- Finalize decision once voting members have input their decision; be sure to include rationale for the DC’s decision (especially for denials)
- **If the final decision is a denial, there needs to be an explanation as to why the request was denied. This information is crucial if the family chooses to appeal.**
- School is automatically notified once decision and rationale have been entered by DC Chair

DC Voting Members:
- Access online form to review hardship request using link sent by DC Chair
- Input your information, decision, and rationale directly into the online form
**FUTURE STEPS FOR DENIED REQUESTS**

- Denials by the DC may be appealed to the OSAA Eligibility Appeals Board (EAB), which meets once a month (see next slide for the dates)

  - **The DC Chair needs to submit an explanation as to why the request was denied. This information is crucial during the Eligibility Appeals Board hearing.**

  - Three member group consisting of school administrator, school board member, and an Executive Board member
  - $100 non-refundable appeal filing fee
  - May be held in person at OSAA Office or via conference call

- Additional information may be presented to the EAB that wasn’t presented at the regular league/district level
FUTURE STEPS FOR DENIED REQUESTS

OSAA Eligibility Appeals Board (EAB) Dates:

- Wednesday, August 26, 2020
- Wednesday, September 16, 2020
- Wednesday, October 14, 2020
- Wednesday, November 18, 2020
- Wednesday, December 9, 2020
- Wednesday, January 13, 2021
- Wednesday, February 17, 2021
- Wednesday, March 17, 2021
- Wednesday, April 14, 2021
- Wednesday, May 12, 2021
FUTURE STEPS FOR DENIED REQUESTS

• Denials by the OSAA Eligibility Appeals Board may be appealed to a Hearings Officer:
  – Retired Oregon Supreme Court Justices
  – $250 non-refundable appeal filing fee
  – May be held in person or via conference call

• Appealing party must exhaust this administrative remedy prior to seeking relief in any other forum or by any other means

• Final order issued by the Hearings Officer may be appealed to a proper Circuit Court in the State of Oregon
FREQUENTLY ASKED QUESTIONS

• Is support from the school required to continue the appeals process to the Eligibility Appeals Board or Hearings Officer?
  – No, support from the school is only required for the initial appeal to the District Athletic Committee. Further appeals may be made with or without support from the school.

• What is the proper procedure if the school of a DC member is requesting a hardship?
  – That DC member should be replaced by another school representative from the regular league/district.
QUESTIONS / CONTACTS

If you have questions or need additional information, please contact one of these staff members at the OSAA (503.682.6722):

- Peter Weber, Executive Director
  - peterw@osaa.org, x231
- Brad Garrett, Assistant Executive Director
  - bradg@osaa.org, x229
- K. T. Emerson, Assistant Executive Director
  - kte@osaa.org, x227
- Kyle Stanfield, Assistant Executive Director
  - kyles@osaa.org, x239
- Kris Welch, Assistant Executive Director
  - krisw@osaa.org, x230

Additional information can be found at www.osaa.org