



Oregon School Activities Association

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April 9, 2019

TO: Superintendents, Principals, and Athletic Directors

FROM: Kelly Foster, OSAA Associate Director

SUBJECT: 2019-20 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 2019. We would also like to invite all Assistant Athletic Directors and Athletic Director Secretaries to join us for the trainings.

New this year we have removed the optional tutorial and extended the time for the required workshop. Please see the time change reflected in the schedule below.

Tuesday, August 13	8:30am – Noon*	<u>Shriners Building</u> <i>Located across the street from the OSAA Office</i>
Wednesday, August 14	8:30am – Noon*	<u>Pendleton High School, Pendleton</u>
	8:30am – Noon*	<u>Phoenix High School, Phoenix</u>
	12:30pm – 4pm	<u>OSAA Office</u>
	12:30pm – 4pm	OSAA Webcast – Register with OSAA by August 9 - \$50 fee
Thursday, August 15	8:30am – Noon*	<u>Sisters High School, Sisters</u>
	8:30am – Noon*	<u>Thurston High School, Springfield</u>
Friday, August 16	8:30am – Noon*	<u>OSAA Office</u>
	8:30am – Noon	OSAA Webcast – Register with OSAA by August 9 - \$50 fee

- All attendees must register for the workshop on our site: <http://www.osaa.org/administrators/workshop>
- *Indicates that a meal will be provided at the conclusion of the Workshop.

Administrator Workshop Attendance Requirement (OSAA Handbook, Executive Board Policies) (February 2017)

- Each member school shall ensure that at least one representative participates 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 have an administrator view a recorded version of the workshop within five days, receive a \$1,000 fine, appear before the Executive Board at their next meeting, and be placed on probation during the Association Year of non-attendance. The Executive 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.