



**OADA Executive Board Meeting**

**Monday, September 28, 2020**

**Wilsonville High School**

**10:00 am**

**A. Call to Order:** Kyle Cowan

**B. Roll Call:** Anna Maria Lopez

**Present in-person:** Dave Hood, Dennis Burke, Kyle Cowan, Bart Rothenberger, Toni Cowdrey, Steve Wallo, Erik Hoberg, Patrick Richards, Bill Bowers, Rob Younger, Chris Knudsen, Anna Maria Lopez. **Present online:** Doug Thompson, Tim Sam, Dave Ehrhardt, Russ Bolin. **Not in attendance:** Clint Forste.

**C. Approval of Minutes from June 22/23 OADA Board Retreat**

Discussion of minutes: Discussed Item 2 By-laws & Constitution –discussion regarding who is eligible to serve on board with at least two recent scenarios to reference – Lorena Woods and Troy Jerome. Proposed: “Athletic administrators who are active members and hold the current position of Director of Athletics shall be eligible to hold office” at retreat

Attempt to craft language to give credence to those serving as athletic directors or have served but not currently serving – how to make sense.

Bill Bowers and Kris Welch weighed in as they see it as 2 different issues:

Is this someone who is going to run for the position? Is this someone who is in the position and now not serving as an athletic administrator any longer or if their new position is less than 50% athletic administrator?

Further discussion to clarify included:

Is the intent that it needs to be an active AD?

If the person is somehow involved with the AD position – moved into a teaching position but still mentoring the successive AD are they still eligible?

If a current executive board member is so busy they cannot feasibly hold position time wise should they still be allowed to serve?

(Side note: the OSAA is trying expand board specifically focused on including diversity; looking for ways to intentionally increase diversity)

How do we have a policy that makes sense if a person’s job changes or they are elected and then their school assignment/job status changes?

Timing – if someone is moving from 2-3 years on board and change is made; they may lose passion for job.

Do we need to refine more? It was recommended to stick with how it is written to provide flexibility and not limit options in fluid situations.

Minutes are moved by Kyle; second Dennis – 14-0

**D. Reports**

**a. OSAA Report:** Peter Weber

Kyle (Stanfield) sent out an email with relief fund info from the OSAA Foundation to solicit donations to provide funds dedicated to schools/communities/individuals impacted by recent Oregon wildfires.

Kudos to many who are helping the impacted schools and communities including Tim Sam and North Valley for work to aid affected schools in Phoenix/Talent area.

Coming up: Delegate Assembly meeting on Oct. 12 it will be virtual. They are confirming agenda items today including caucus items, first readings and action items.

Administrator workshops will be held Oct. 27, 28 & 29 at varying times. Gibby and Kelly getting things set up and will send out information for the virtual sessions.

OSAA recently surveyed the membership regarding current athletic participation programs and numbers of students participating, i.e. - what does it look like at your school for activity participation look like? Allowing it? Numbers? Practices? Are they planning on including competition with other schools? Generic numbers: 225 schools filled out; 140 schools said they were planning on doing something. Of those, 50 were planning on competitions. 80% of schools are still in a distance learning format at this time. A few districts have been doing things (Sherwood, Tigard/Tualatin) others are just starting today including West Linn/Wilsonville, still a few large districts are not doing anything (N. Clackamas, Beaverton, Hillsboro, Portland). Movement expected soon as some schools start, others will follow. It is a tough questions for schools superintendents and principals – balancing needs vs. safety/liability. Peter has had numerous conversations with these administrators discussing this situation.

Have not set a date for the end of the association year date yet, the end of Season Four (June 24) may be too late – likely it will be some date in-between. Concern that ending too late will impact summer activities, i.e. – basketball

Another area they are still determining how to handle is graduating seniors; if they graduate early (after first semester) how does that impact a student in the middle of Season 2? Current OSAA policy would make these now-graduated students ineligible, so their staff is looking at what other states are doing in this situation. Liability concerns for allowing participation by an individual who is no longer a student at a school.

Music – Currently, the OSAA has a requirement that students in choir and band must be enrolled in this class at their school while competing, but some schools are not offering those classes now. The OSAA is considering waiving the requirement for now and leaving it up to schools administrators and teachers.

Sports Medicine Advisory Committee is currently working on a couple of items: how to handle the return to partition for a student who has been confirmed with having COVID? Additionally, how do you handle the 9-day practice requirement specifically in football, if a student as already participated in Season 2 activity? In other sports, students can count the Season 2 practice days, but not in football. Inquired with SMAC and they don't feel this would be appropriate; want to keep the 9 days of practice prior to competition requirement for football. Football looks like it is 15 days, can they play a game after 9 days? There is an extra week in football where they can't play and the impact this will have on the other end of the season for baseball/other Season 4 athletes.

Delegate Assembly agenda – Caucus items

1. Concept of local/regional scheduling – transportation restrictions will be a major factor; will rankings be in place? Would rather have schools play regionally and not worry about rankings. Schools shouldn't have to worry about traveling to boost ranking. If some leagues play only within league, will that leave others without games?
2. Culminating activity? State championship vs. district or league championship – some schools has emphasized it needs to mean something. Also being considered is having state championship in some sports and not in others?

3. Proposal, first reading from Heather Roberts basketball coach at YCHS regarding extending the age limit for students to participate in high school athletics due to government shutdown, would they consider moving the age limit? This was discussed at the OADA Ex. Board June retreat. Many extenuating factors to consider, needs further vetting among membership - that is why it is on the agenda.

Emerging activities: There will be presentations from two groups that would like to be considered for inclusion by OSAA.

Discussing issues on how ADM is counted; students who are not attending full member schools – Baker web Academy vs. attending Baker HS; those kids would be counted as BHS if school is administered by BHS, they should be counted with the BHS ADM.

Additionally, schools above the state average for free and reduced lunch that are above 25% would be counted differently.

Playoff system in football after Wk. 5 of competition being discussed, will be included in Culminating Week deliberations. What are concerns/impacts/what if there are cancellations? Transportation issue seems be a main focus of AD's/superintendents – loss of school time? Also the impact of limitations on large school gatherings. Schools anxious to set schedules; some areas located together; others spread out.

**b. OACA Report:** Rob Younger and Chris Knudsen

Very busy, although a different busy; the last 7 months the OACA has felt fortunate to have a relationship with OSAA/OADA/other groups in the state and they are greatly appreciated. They believe kids need coaches now more than ever. Sent out administrative letter to superintendents/AD/principals reflecting results – depression/anxiety/etc. – involvement in high school athletics important to social, emotional, physical well of being of students. Impact of motivating students to stay engaged in online learning – athletics good carrot. Encouraging students to participate. Lots of other states 36 are currently participating in fall fb this month; we can use these states as an example of how to run programs along with college programs that have begun activity – lots of resources and references. Pleased with contingency groups; how to frame seasons – coaches are getting involved. Kids need coaches; coaches need students now as well with impact of COVID restrictions. Membership has fallen down, need to ramp up – benefits are key so important now more than ever. COVID is covered as long as following COVID protocols. Gold Card has refund policy if there are no championships - \$20 refunded towards next year's membership.

Professional development for coaches has been emphasized the Oregon Coaches symposium sessions are still available online; Rob hands out (Tyler) Hilinski hope bracelets.

Tremendous presentations during the four week Sunday evening sessions. Survey out now to AD's get feedback, requested to extend to coaches as well.

Currently planning for 3 different options for clinics this school year, (1) in-person; (2) hybrid; (3) virtual. Something for everyone.

OACA Basketball clinic Oct. 9 postponed, however the OBCA has a golf tournament this fall.

Football was originally scheduled for March 5-7 but now that is in middle of the season; so moving to January. The new date will be announced shortly.

Currently they have a VB clinic planned in January; they are working on this now.

Request to please get the clinic info to coaches.

Sandy Luu and Kate Williams at Catlin have created a comprehensive packet for coaches to use with athletes online lessons to

Coach of the Year Banquet was cancelled last May although they still recognized coaches for NFHS, COY, OACA and all-sport awards and scholarship winners. Now collecting nominations for NFHS recognition; send to Chris and Rob if you have coaches to nominate.

**c. OAOA Report:** Debi Hanson/Jack Folliard

Jack echoed Rob and Chris' message of gratitude for the relationship with OSAA/OADA/OACA. At their recent board meeting they went over COVID protocols for officials and they are working through these with the OSAA staff. With many officials having an average age close to 50 years, there is concern about the risks to themselves regarding exposure to COVID.

Peter and the OSAA staff have been working with the OHA on protocols for officials; i.e. - how do you blow a whistle through a mask?

Scheduling – basketball is up first and there is concern schools get their schedules done soon in order to allow enough time to get officials aligned; commissioners are trying to assign officials appropriately for the level of play of each contest. If there are questions please contact Jack or Debi.

Regarding Steve Scott asking for basketball schedules (from schools served by PBOA) by Oct. 1; Jack – not trying to control AD's rather would like to encourage them to consider the amount of time it takes to get assigning completed.

**d. Treasurer's Report:** Toni Cowdrey

**Current balance:** \$74,911.80 the large number is mainly due to the fact that many members rolled over their 2020 conference registration and with the in-person conference cancelled many expenses were eliminated. Without the national conference expenses (online this year) there will also be some savings. A formal budget for the year will be available by the League Rep meeting in October.

Conference gift – leftovers: use for new AD workshops; hang on to for this year's conference – those registered and paid for conference who have not received their bag. If they did not pay, they did not get a bag; those who did got theirs.

**e. LTI Report:** Tim Sam –

Sandy Luu and Missy Smith have earned CMAA certification; number has grown to eight in Oregon currently. Recent CAA certification includes: TJ Pressley, Mike Cole, Nathan Stanley.

All LTI coursework has been updated and is on the OADA website. There was question about courses taken by an athletic administrator who is not registered. One reason, about 12 years ago several classes changed numbers went from 500's to 700's – Tim can help with questions. Another reason classes may not show up as completed is that participants must be both registered and complete the (post-course) evaluation.

Tim recently sent out emails to all AD's who were within two classes or personally emailed those who only needed one course to earn CAA certification encouraging them to take their final class. Tried to email all CAA certified folks encouraging them to work towards CMAA certification. There are a dozen classes always offered online that once paid for an AD can take within a year. NIAAA webinar classes are live along with live courses offered during this year's virtual national conference.

Final planning stages for new AD workshops – three dates; will announce soon. Mentorship: sent out a welcome to 50+/- new ADs and has compiled a new AD toolbox with 50-60 items available on OADA website. Templates of documents, plans, forms available to all. Thank you to athletic directors who contributed, hopefully it helpful. New AD's were invited to sign up for a partner/mentor AD.

OSAA new AD workshops: Nov. 17, Nov. 24, Dec. TBA

**E. Classification Reports: (1A, 2A, 3A, 4A, 5A, 6A)**

**1A – Steve Wallo** – not a lot; pretty quiet – diversity of what schools are doing is really out there. One 1A league combined with a 2A league and competing in eastern Oregon. A lot of new AD's – sent out emails and several bounced back. Two new league reps this year. Trying to hang on and figure out which way is up. Some

leagues have been pretty stagnant – some leagues pretty aggressive in getting going. Waiting to schedule to see how culminating week shapes up.

Kris Welch – re: Steve Scott request – he is working with the OHA because currently schools may not hold competitions if there is no in-person learning. Some may not be in an in-person school at the start of Season 2, possibly until end of first semester. He is asking Steve to be patient. Human element of Top Ten ranking – coach’s poll – to help with selection of culminating event teams. Schools can practice and compete outdoors if no in-person classes; but no indoor competition if no in-person

There will be a review of Oregon metrics to re-open. Based on nationwide data; Oregon is one of tightest states, there is the possibility of relaxing the Oregon metrics. If OHA looks at metrics will they also include sports metrics? OHA and OSBA closely linked.

**2A – Kyle** - Mill City and some other schools impacted by fires; not many questions (scheduling, Portland metro area league (NWL) spans 5 counties - are most impacted by schedules – rest are not really impacted by transportation.

**3A – Eric** - similar in conversations – all over the place although most discussions are centered around football schedules. They dropped previously scheduled week 1 & 2, now starting with wk 3. How do they handle spectators? Online ticketing? Visiting spectators? Spoke with 4A – they are not allowing spectators – Pixelot was a good option, many schools took advantage. One new league rep Josh Crawford at Dayton. Kris Welch: Indoor spectator – 100 maximum participants and spectators. Other states have higher numbers, doing online ticketing, priority given to senior parents; checkerboard seating; masks are one of the harder pieces to enforce. Have yellow vest ushers who are reminding participants and spectators to maintain physical distancing.

**4A – Dave** – getting back going – day to day. 40% of students impacted by fires; many currently relocated. Football playoffs are being discussed – 3 week period. More important to get kids reconnected; starting activity tonight. 5 new AD’s this year; all have good support groups. Thank you for support and outreach.

**5A – Patrick** – their conversations are about scheduling; talking about regional and possibly combining classifications (4-6A). Pulling rankings off the table may help. 1 new league rep – Trent Kroll at HRV – not many schools have seen a lot of in-person activity yet. Need some leadership to show how we are going to hold events – COVID policing – possibly this body can create policies for spectators that can be consistent. Facilities will present a challenge since they all vary.

**6A – Russ** – Statewide NL scheduling committee has been meeting to figure out schedules and poll AD’s by league to see what they are thinking/planning. Culminating week is the main focus in moving forward. Scheduling will have to be regional – Bend not traveling to Salem; Eugene schools not traveling down south – good conversations with 5A. One new league rep – Vicki Nelms will be MHC rep.

## Old Business

- A. **Confirm Names of League Reps** - All finalized – classification reps need to double check to confirm; will try to get shirts by league rep meeting, so need to check and get sizes as well.
- B. **Review Classification Reps** - All good
- C. **Calendar Meeting Dates/Locations** – in packet

- D. **Review By-Laws/Constitution** – made a couple of changes that will need to be approved by membership. Will take a vote at league rep meeting. One change was to keep Toni Cowdrey as treasurer. Board positions with Troy moving out – Dennis stays on as PP; Kyle as President; Doug will take a significant role to work on conference. Look through highlighted areas and be ready to vote on.
- E. **Hall of Fame Committee** - Bill Bowers no direction from Ex. Board to have new nominations for 2021, but keep 2020 Hall of Fame nominees. Challenge to continue to add viable names to candidates list as well as getting enough contact information from people with changes in personnel. However, there are a lot of deserving individuals who should be recognized. Have not convened a committee, need direction from board. Having the three Kris Welch, Craig Rothenberger, and Mike Henderson - add another? Convene committee and add for 2021 class? (Kyle) Being combined with banquet now, may not want to add to keep the time frame during the banquet from keeping too long. Do we want to recognize the 2020 award recipients at 2021 banquet? Yes, we will bring them up (plaques were sent to schools for administrator to present to recipients last spring). So we will need to keep this timely.  
Bill: always looking for new names – struggle to get bio information back from nominees.
- F. **National Conference: Tampa → Virtual**  
Waiting for dates – knew original dates for Tampa – might be earlier Dec. 7, 8, 9, 10 timeframe. November 9 – Zoom correction to date on bottom of agenda. Can we still meet at Wilsonville HS on Oct. 18? Should we flip sites to meet down south/valley different county to allow for group to meet in-person. Then meet up here later when restrictions have eased.  
Set up in the gym at Wilsonville? Break outs? Doug recommend a virtual meeting.  
Russ – staff meetings have all been virtual – now starting in-person in Roseburg.  
Looks like league rep meeting (Oct. 18) will be virtual.
- G. **OADA Membership/NIAAA Membership (Dave)**  
OADA Amp – sent out a push this past weekend to all of us – by end of this meeting find your name and confirm your account. (Ran through website and sign up)
- H. **New AD List / Workshops** –  
New AD workshops will start Monday, Nov. 17 held weekly virtually along with the LTI 502 class. Kris, Dennis and Tim will meet Oct. 5 to talk about a plan for this year including mentorship this year. Annual yearlong curriculum with questions to talk and discuss over the year on a regular basis. Monthly Q & A with new AD and mentors so there is something to talk about/discuss with others.
- I. **Apparel Update - Dave Hood** two shirts and a long sleeve for the board.
- J. **Newsletter Discussion**
- a. Mascot Media – several states use; no one on the west coast at this time. Digital print and promotion company – produce newsletter – they produce with our content, large pdf; will send to us to distribute. \$5000 in-kind trade at conference – exclusive digital provider – postponed September deadline. Dennis will collect articles. Spent \$250 to have last edition done, good deal – but this will be free with in-kind work from Mascot Media. Do we want to back-up future publishing dates as well? Deadline for fall newsletter this Friday. Should we have AMP come on and do a presentation at the league rep meeting to help get everyone registered? Show step-by-step process.
  - b. Tim is on NIAAA national mentorship committee (and is already LTI coordinator).  
NIAAA is looking for representation from Section 8: list of committees looking for members from Oregon. Helpful to have good representation on the NIAAA committees; encourage participation from Oregon ADs.
  - c. Deadlines
    - i. September 18th / for the 23rd (2A, 4A, 6A)

- ii. November 13th / for the 18th (1A, 3A, 5A)
- iii. February 12th / for the 17th (2A, 4A, 6A)
- iv. May 14th / for the 19th (1A, 3A, 5A)

K. OSAA/OADA Workshops (OADA ppt presentations)?

## New Business

- A. **Preparations for the October 18th League Rep Meeting** will now be virtual
- B. **Preparing for the 2021 State Conference (Bart and Doug)**
  - a. **Theme & Timing** (Condense? Same days?) Are we going to stay with the same model?  
Will be in fall sports season (Friday night football games) Sunriver has flexibility at this time for us to move days to accommodate Friday night varsity football. Friday night is really only classes; no real workshops. Some ADs are FB coaches; we don't move for baseball games. FB is a little different with safety issues and only one game a week. Suggest going Saturday Sunday, Monday and have a different fundraiser instead of golf tourney if Saturday afternoon filled by workshops/meetings. Get rid of Tuesday? Yes. What about sub-varsity football on Mondays? Instead of offering 10 LTI's offer 8? Offer golf tourney? What time would we start Saturday with Friday night football games? Start with golf tourney on Saturday; offer 4 courses Saturday. There is more opportunity to take classes virtually this year, so maybe do not offer as many courses since people can take online. Send a poll to league reps. Banquet Sunday? Soccer and volleyball contests will likely be going on Mondays and Tuesdays.
  - b. **Keynote Speaker Greg** Bryne; that weekend is the same as his spring game; but he is locked in unless we want to go a different direction. Would like to keep Winston Cornwall on; many other speakers still interested.
  - c. **Banquet Dinner** – OSU Speaker – until we finalize our schedule it is hard to get some details set.
  - d. **Review LTI courses** – plan to offer 10 currently; could change if conference is condensed
  - e. **Presenters/Topics**
  - f. **CAA Exam**
  - g. **New Sponsors / Pavilion**
  - h. **Hall of Fame/Awards Banquet Location**
- C. **Spirit of a Champion Program** (connection with OSAA?) we get sponsorship money if we participate. Equity and Inclusion class online with the OSAA. Self-survey created to see where folks perception of where EQI is within their programs. Thank you Tim for creating/sharing with everyone.
- D. **Equity & Diversity within OADA** – STAR program with OSAA – dovetail – partner with Bi-Mart to get money for program. Ian felt Bi-Mart could strengthen the partnership by being a major sponsor and the OADA could continue partnership Met with KT, Pete, Kelly regarding what that would look like for them. Need to address by-laws; how do we recruit more persons under-represented groups? Poll ADs and ask what would help entice them to participate. Meeting days for league rep meetings? New activities at conference?
- E. **Review the budget for 2020-21 (Toni)** – get AM a debit card; get Kyle an update debit card. Anna Maria (Lopez) and Doug (Thompson) will need debit cards. Used for meeting expenses. (after meeting it was determined Anna Maria does not need a debit card this year)
- F. **Action Items:** Approval of Expenses/Association Checks/Receipts – all receipts submitted were approved. Process for submission was reviewed; please check with Toni for specifics.

Future Meetings:

- October 18, 2020 Wilsonville HS (League Reps) – facility pending/zoom meeting
- December 7, 2020 OSAA?
- January 11, 2021 Zoom?
- February 21, 2021 West Albany HS (League Reps)
- April 5, 2021 OSAA?
- April 16-20, 2021 State Conference – Sunriver
- June ?, 2021 Board Officer Retreat – Eugene?