



ADMINISTRATIVE INFORMATION

Additional information is available on the OSAA website, www.osaa.org/activities/dnc

1. **EMERGENCY PLAN:** In the event of an emergency, natural disaster, fire, war, etc. that forces postponement or cancellation of an OSAA State Championship event, information will be posted to the home page of the OSAA website (www.osaa.org) and distributed to statewide media outlets.

2. **OSAA LIVE MOBILE APP:** www.osaa.org/app



The OSAA Live mobile app allows you to:

- Access OSAA Championship information – purchase tickets, shop official merchandise, and access championship programs.
- Follow your favorite teams.

Download the OSAA Live mobile app using the QR code above or find it in the App Store or in Google Play by searching for “OSAA Live”.

3. **ADMISSION:**

A. **Ticket Prices** – One Day Ticket: Adults – \$13 Students – \$7
Two Day Ticket: Adults - \$25 Students - \$13

B. Student is any child age 5 & up through a senior in high school.

C. Ticket good for one session only. Re-entry is not permitted.

D. Pre-purchase digital tickets through HomeTown Ticketing on the OSAA website, www.osaa.org/shop/tickets, through the OSAA Live Mobile App, or www.osaa.org/app. NO ADDITIONAL FEES!

E. **Performance Order** – Available Wednesday, March 8

F. **Doors Open / Performances Begin**

- 1) Friday – Doors will open one hour prior to the first performance.
- 2) Saturday – Doors will open 45 minutes prior to the first performance.

G. **Bus Drivers** – Schools are responsible for all bus driver admissions. The OSAA does not provide passes for bus drivers.

H. **Passes** – ONLY the OSAA Gold Card, OSAA VIP pass, OSAA Media pass, and Cheer Media pass which will admit the bearer only with photo ID, are to be honored at any OSAA State Championship event. No school, athletic district, officials’ association, etc., passes are to be accepted.

I. **Complimentary Tickets and Passes**

- 1) Only coaches listed on the Official Entry Form will be eligible for complimentary tickets in the coaches’ section.
- 2) The number of volunteer passes is pre-set by classification and will be included in the packet when teams check in for practice. Please note, a volunteer pass does not give the volunteer access into the spectator seating for performances. Volunteers will need to exit the facility and re-enter through the spectator entrance one hour before performances start. The volunteer pass allows the volunteer to access the team area to help with preparation for the performances. To access spectator seating, a ticket will need to be purchased.
 - a) Show Division – 13 each
 - b) All Other Divisions – 10 each
- 3) Coaches’ passes will be in your packet at packet pickup. If your school does not receive the correct quantity of coach passes, contact Missy Smith, 503.682.6722 x227.

4. **EXPENSES:** www.osaa.org/docs/forms/ReimbursementFormula.pdf

Team expenses will be paid by check at the conclusion of the winter sports season according to the 2023-24 Reimbursement Formula.

5. **LODGING AND VISITOR INFORMATION:** Schools are to make their own arrangements for lodging.

A. **Headquarter Hotel – Double Tree by Hilton, Salem:** <https://www.reservationcounter.com/hotels/show/602dadbdoubletree-by-hilton-salem-salem-or>

Double Tree by Hilton is the OSAA Headquarter Hotel for Salem events. Call 503.581.7004 for rate information. Remember to mention that you are an OSAA member school.

B. **Visitor Information:** <https://www.travelsalem.com/>

Visit Travel Salem online or call them at 503.581.4325 for more information about dining, shopping, lodging, historical landmarks and more.

COACH / TEAM INFORMATION

Additional information is available on the OSAA website, www.osaa.org/activities/dnc

1. **DANCE DRILL RULES:** www.osaa.org/docs/handbooks/dnchandbook.pdf

2. **COACHES CERTIFICATION** (*Dance Drill Handbook, Eligibility*): Coaches must meet all OSAA Certification requirements, including the yearly OSAA Spirit Safety Clinic in order for their teams to be eligible. See OSAA Handbook, **Executive Board Policies, "Certification – Athletic Directors and Coaches"** for more information.

3. **MUSIC:** (*Excerpt Dance and Drill Handbook, Performance Rules, 2.3.*)

2.3. Music

2.3.1. Recordings. Recorded music **must be uploaded to the OSAA website. Teams must also bring their music on a device to be played during rehearsal and Dance / Drill State Championship performance.**

2.3.2. Music Cue Person. A representative of each team must be present at the announcer's table during that team's practice and performance to cue **and play** the music. No responsibility will be taken by the sound crew if a representative is not present **or if the music does not play on their device.**

2.3.3. Mechanical Failure. In case of a mechanical failure during the performance, the team will be given the option to go back to the beginning and repeat their performance.

2.3.4. Live Instrumental music. Live music, if used, may be provided by a maximum of ten **instrumentalists** who must remain inconspicuously outside of the performance boundary in order not to be counted toward the roster limit. The same ten **instrumentalists** must be used throughout the performance, and they must meet the OSAA student eligibility rules. **Musicians are defined as up to 10 instrumentalists who are not engaged in the dance performance and provide music to perform to.** PENALTY: Disqualification of the team.

2.3.5. A team member may be a dancer or an **instrumentalist** but not perform as both. Penalty: Infraction with live music and/or **instrumentalists** is 10-point deduction.

NOTE: The Dance/Drill State Championships Finale Music ("One Singular Sensation") should not be used by a team competing at the Dance/Drill State Championships.

4. **PROPS / SETS:** (*Excerpt Dance and Drill Handbook, Performance Rules, 2.6.*)

2.6.1. Definitions.

(a) A "Prop" is anything that is not permanently attached or positioned on a uniform of the performer, which is manipulated in any skillful, physical or mechanical manner to add to the overall effect of the performance.

(b) A "Set" is any piece of scenery or backdrop placed in a standing position in view of the audience to enhance the theme or overall effect of the performance.

2.6.2. Backdrops, sets, props and a portable dance floor may ONLY be used in the Show category.

The Traditional, Jazz, Hip Hop, Kick and Pom categories may use one handheld prop, or one costume change, or one item that will be manipulated while dancing (examples – a chair, scarf, flag, etc.). In a Pom routine, the Pom is the only prop allowed.

2.6.3. Props and sets including floor coverings shall be constructed to fit through a standard gymnasium door. PENALTY: Props and sets exceeding the restriction will require alteration to meet those dimensions OR elect not to use the set/prop.

2.6.4. Props and sets must be constructed so as not to damage the floor or any other part of the performance facility. PENALTY: The school(s) responsible for any damage shall be assessed damage fees.

2.6.5. Props and sets using special lighting or requiring electricity must be run by a power pack. No electrical provisions will be made by competition or facility personnel. PENALTY: Use of building electricity shall result in a 10-point deduction.

2.6.6. Floor Damage. To prevent damage to the performance floor, carpeting should wrap up the sides of the set from the bottom and be secured with nails from the side. No nails, tacks, staples or any other potentially damaging item shall be used on the portion of the protective material that contacts the floor.

2.6.7. Questions. Questions regarding props and sets should be clarified by the OSAA Dance/Drill State Rules Interpreter (or her designee) at the Dance/Drill State Championships prior to competition.

- A. All props / sets must have school name on them.
- B. All props / sets must be constructed before being brought into the storage area of the gym.
- C. Have practice sessions for your prop team so that each person understands his or her job during the set up and breakdown of the show. Be sure to have adequate staffing to cover all parts of your set up and breakdown.
- D. The host site does not allow fog machines that use dry ice. Chemical fog machines are allowed but must meet specific host site requirements and cleared by Missy Smith, 503.682.6722 x227.

5. SCHEDULES AND INSTRUCTIONS: www.osaa.org/activities/dnc Available on the OSAA website by 6pm on March 8.

Consult this site frequently prior to the State Championships for any changes or final information. The following information will be posted to the OSAA website as it is completed:

- A. **Championship Schedule /Rehearsal Schedule/ NSP Photo Schedule.**
- B. **Load-In Schedule:** TBD
- C. **Grand Finale Instructions.** Please see to it that your team knows the routine prior to State. If you need a music file, contact B.J. Cerny at beejcerny@gmail.com.

CHAMPIONSHIP SITE INFORMATION

- 1. PACKET PICK-UP:** Packet pick up will be available at the participant entrance at Salem Pavilion all day both days. If you plan to bring your team to watch another classification, your packet may be obtained during a different session from the participant entrance.
 - A. Participant tickets serve as passes for all performers. Participants must carry their participant ticket or appear in costume at all times in order to clear security. All teams may sit in the participant seating area. Team members with participation tickets will be allowed to attend any of the sessions.
 - B. Please have non-participating team members enter through the backstage door and sit in the designated team sections.
- 2. TEAM ROOM ACCESS & SECURITY:**
 - A. In order to assure the privacy of the dancers, the dressing room areas are off limits to everyone except individuals with "Participant," "Coach," "Volunteer," "Staff," "Judge," and "Dance & Drill" passes.
 - B. No male will be allowed in the dressing room areas unless he is a coach or a member of a dance team.
 - C. Coaches' passes will be in your packet at packet pickup.
 - D. Participant passes will be provided in the packet you will receive when your team arrives for rehearsal. Participant passes may be obtained by coaches at the personnel room at the Participant Entrance on the day of your contest.

3. **DRESSING AREAS:** Cascade Hall and other dressing areas will not be open to parents/friends. Students will be released after completion of the event by their coach.
4. **COACHES SEATING:** Coaches seating areas are reserved for the coaches whose teams are performing those respective evenings. Coaches who wish to attend on days their team is not performing may sit in the participant seating area.
5. **PARTICIPATING / NON-PARTICIPATING TEAM SEATING:** Participating teams may sit in the participant seating areas.
6. **PERSONNEL SEATING:** Personnel, volunteers and coaches will be issued complimentary passes to wear in order to clear security. All complimentary pass holders must also have reserved seat tickets in order to watch the performances. All seats are reserved.
7. **SOUND TECHNICIAN:** Each team must provide a "music person" to play the music with the technician during rehearsals and performance. Adjustments in sound/speed must be completed during your rehearsal time.
8. **RULE 3 – CONTESTS – SPORTSMANSHIP – CROWD CONTROL** (*OSAA Handbook, Rules*)
9. **STATE CHAMPIONSHIPS – BROADCASTING/STREAMING** (*OSAA Handbook, Executive Board Policies*) ([OSAA for Media](#)) (*Revised July 2019*)
 - A. The OSAA owns the broadcasting / streaming rights to all state championship events, first round contests through the championship finals. Radio and television stations, cable companies, websites and social media accounts planning to broadcast / stream games in any round of the OSAA state championships must register with the OSAA by submitting an online Registration Form. Registered and approved broadcasts / streams will be listed on the OSAA State Championships Broadcast Schedule. Those not listed will not be allowed.
 - B. For OSAA state championship events hosted by member schools, it shall be the responsibility of those registered and approved to contact the host school's athletic director to arrange for space, power and Internet access if available. The OSAA will coordinate these arrangements at all final sites and semifinal sites for football only.
 - C. The NFHS Network is the exclusive video broadcast rights holder of the OSAA state championship events. Live and on-demand video of OSAA state championship events (full or condensed versions) is strictly prohibited and in direct violation of the OSAA's agreement with the NFHS Network. Those registered and approved for broadcasting / streaming state championship events declined by the NFHS Network shall pay a rights fee to the OSAA.
 - D. Video highlights are limited to a total of two minutes per game, including broadcasts, streams and social media posts.
10. **STATE CHAMPIONSHIPS – VIDEOTAPING** (*OSAA Handbook, Executive Board Policies*) ([OSAA for Media](#)) (*Revised July 2019*)
 - A. Recording video of OSAA state championships from seating areas is allowed provided the view of spectators is not obstructed. Use of a tripod in seating areas is prohibited due to safety reasons. An official school video recorder, identified prior to an OSAA state championship event by the head coach or athletic director of a participating school, will be allowed in a designated area established by the OSAA.
 - B. Recording video is for private use only. Broadcasting or streaming video, live or delay, is prohibited unless an online Registration Form has been submitted and approved by the OSAA. Those approved for broadcasting / streaming OSAA state championship events declined by the NFHS Network shall pay a rights fee to the OSAA.
11. **STATE CHAMPIONSHIPS – MEDICAL CHAIN OF COMMAND** (*OSAA Handbook, Executive Board Policies*) (*Effective Fall 2012*)

The OSAA provides an official medical team that consists of State of Oregon registered athletic trainers and/or licensed physicians at state championship events administered by OSAA staff whenever possible. If provided, this OSAA designated medical team shall have final authority on all injury evaluations, participation status and return-to-play decisions.
12. **ATHLETIC TRAINER:** The athletic trainer will NOT be available during rehearsals. An athletic trainer will be on call starting at Friday and Saturday at 3pm and remain through the performances. Teams are asked to do any necessary taping of performers before performances. Teams must provide their own taping supplies, Band-Aids etc. Ice will be available.
13. **PERFORMANCE:** Teams may use the hallway to stretch and should be ready at least 15 minutes ahead of schedule to perform.
 - A. Please remain out of sight and quiet until the announcer says, "TEAM TAKE YOUR POSITION PLEASE."
 - B. After performing, do not re-enter the arena floor while another team is performing. Wait until the team on the floor has performed, then enter together to available seats.
14. **GENERAL REHEARSAL INSTRUCTIONS:**
 - A. Pick up packet containing final information upon arrival at the Participant Entrance at the Salem Pavilion.
 - B. Teams in each division will be allotted an equal amount of rehearsal time. No rehearsals are allowed in the arena other than during the assigned time.

- C. Teams should plan to arrive at the arena at least 30 minutes before their scheduled rehearsal times.
 - D. Timer will give time left warnings during rehearsal. NOTE: SHOW – Set handlers need to begin moving sets during this time so the arena is cleared by the time your rehearsal ends.
 - E. Have music cued up and ready to go.
 - F. Have music cue person with electronic device in hand at the sound table during rehearsal as well as during performances. Do not leave the extra electronic device with the sound technician.
 - G. A member of the rehearsal staff will remain in the judging area during rehearsals equipped with headphones to communicate directly with the sound technician. You must be near enough to tell this person exactly what you want – more volume, treble, bass, etc. When all concerns and adjustments have been taken care of, notes will be recorded by the sound technician so your settings will be the same during performances. Adjustments in sound/speed must be completed during your rehearsal time. You must have your music cue person at the sound table during performances.
 - H. No one is allowed in the arena during rehearsals other than directors, staff and the scheduled team.
15. **PROP / SET INSTRUCTIONS:** When using tape to adhere any props to the performance floor, painters tape, gaffer tape and frog tape are the only types of tape that are allowed.
- A. **Head Prop / Set Coordinators Meeting:** Each school will need to have a representative present at this meeting. The meeting will be held at 7:30am on the day of competition.
 - B. **Personnel:**
 - 1) Prop / set handlers must wear identification stating school and person's first name in order to pass security on the floor.
 - 2) Be sure you have enough people to quickly and efficiently move your props / sets.
 - 3) Adequate staffing of your prop team is essential. If your team is in violation of the guidelines, the coach and team prop / set coordinator will be met with between rounds at state to discuss ways to improve timing.
 - C. **Prop Storage:**
 - 1) Place props / sets in rows all the way back to the wall, so they may be retrieved and replaced without disturbing or blocking any other props / sets.
 - 2) Leave only enough space between sets to allow set handlers to move between them.
 - D. **Set up and Breakdown:**
 - 1) Show team people should move to the floor and be behind their sets during the breakdown of the previous Show team performance. Movement of props / sets may take place ONLY when the previous Show team is setting up or breaking down. As soon as the previous team is introduced, all movement of people sets and props must immediately cease.
 - 2) Any additional last minute fixing that needs to be done to sets must be taken care of during rehearsal time. Parents / helpers and anyone else you need may attend your rehearsal.
16. **SCORES:** Scores will be e-mailed to participating coaches at the conclusion of each evening.
17. **DRILL DOWN:** Each team may enter eight participants in the drill down competition. A traditional drill down will take place for 6A at the conclusion of the performances on Friday, March 15, and for 5A/4A/3A/2A/1A at the conclusion of performances on Saturday, March 16. All participants must be in costume and shoes.
18. **ALL-STATE:** The DDCA All-State winners will perform at the end of each session. Rehearsals for the All-State performances are TBD. All All-State performers may perform at each end of session performance.
19. **GRAND FINALE:** The music "One" from "Chorus Line" is the official Grand Finale music. All teams may participate in the Grand Finale. In order to participate in the Grand Finale, teams must:
- A. Know the routine prior to State.
 - B. Participate in the Grand Finale rehearsal.
 - C. Be in costume for the performance.

20. **AWARDS:**

- A. **Trophies:** Trophies will be presented to 50% of the teams in a division up to a maximum of five in each division.
- B. **Medals:** Individual medals will be presented to the Champion through 6th places in each of the two Drill Down competitions.

21. **SERVICE ANIMALS:** Trained guide dogs and service animals assisting guests are welcome at OSAA State Championships. All other animals are prohibited. All service animals must remain on a leash or in a harness, and be in full control of the handler, at all times. Handlers are responsible for any damage or injuries caused by their animals, must properly dispose of waste in appropriate containers and must take appropriate precautions to prevent property damage or injury.

22. **LOST AND FOUND:** If you lose something during the event, stop by the Athletic Office (OSAA Event Office) to see if your item has been turned in. After the event contact the Salem Pavilion Office, 503.967.6553, for your items.

23. **STATE CHAMPIONSHIP RESULTS:** www.osaa.org/activities/dnc

The judges' scores will be computer tabulated. Results will be posted to the OSAA website at the conclusion of all of the performances. Results will be posted following the awards ceremonies. Please instruct your fans and local media to go there for official results.

Please direct your questions or comments regarding judges, schedule, coaches or other pertinent information as it relates to the championship, to Missy Smith at the OSAA (503.682.6722 x227 or 1.888.838.6722 x227 TOLL FREE; or email: missys@osaa.org).

SOUVENIR INFORMATION

Additional information available on the OSAA website, www.osaa.org/shop

1. **STATE CHAMPIONSHIPS MERCHANDISE:** www.osaastore.com

A. **Pre-Order:** osaa.rushteamapparel.com/osaa/pre-orders/

RushTeamApparel, exclusive merchandise partner of the OSAA, offers pre-orders. **The pre-order window opens on Friday, March 8th and will close Tuesday, March 12th at 11:59pm.** Select garments are available for pre-order: sweatshirts, t-shirts, long sleeve t-shirts, sweatpants, patches, pins, beanies and various Nike products. Merchandise will be available for pick up at the RushTeamApparel booth throughout the event.

B. **Championship Site:** RushTeamApparel will be onsite at the OSAA state championship with a wide variety of souvenir merchandise. Stop by the merchandise booth to purchase t-shirts, sweatshirts, letterman patches, sweatpants, hats and much more. RushTeamApparel also offers a wide variety of customization options including school name, student-athlete name, event decals and more!

C. **Official Letterman Patches:** Get your official OSAA State Championship letterman patch onsite or by ordering online. Forget to get one last year? You can order an official letterman patch for any year going back to 2014-2015 in any OSAA activity by ordering online.

D. **RushTeamApparel Contact Information:** RushTeamApparel is the exclusive merchandise partner of the OSAA. For more information, contact RushTeamApparel at 1.253.858.5288 or via email at orders@rushteamapparel.com.

2. **NORTHWEST SPORTS PHOTOGRAPHY (NSP):** www.4nsp.com

A. **Action and Awards Photos:** NSP will shoot action photos during all performances. Photos will also be taken during the awards ceremonies during each session. Team pictures with awards may be taken at the Photo Area following the awards ceremony. All action and award photos will be available online for purchase the Sunday following the event. NOTE: Photos will not be sold onsite.

B. **Team Photos:** NSP will have a photographer available 45 mins before your performance to shoot team photos. The photographer will be located in (TBD) of the Salem Pavilion. Order forms will be sent to your school a week or so before State. Please distribute the order envelopes to your team a few days before the competition. Individual and/or buddy pictures may also be taken at the time of the Team Photos. Team photos will be available online for purchase the Sunday following the event.

C. **NSP Contact Information:** NSP is the official photographer of the OSAA. For more information, contact NSP at 800.446.5758 or via email at customerservice@4nsp.com.

3. **NFHS NETWORK:** www.nfhsnetwork.com/associations/osaa

The NFHS Network will stream LIVE video of all performances. Viewers pay a subscription fee of \$11.99 per month or \$79.99 for an annual pass. Due to music license restrictions, performances are not available for on demand viewing or digital download.

4. **OSAA DIGITAL CHAMPIONSHIP PROGRAMS:** www.osaa.org/programs Programs available online only.



The Official Dance & Drill State Championship program includes team photos, historical state championship records and a color map of all OSAA member schools.

Programs are available on the OSAA Live mobile app and online. Download the *OSAA Live* mobile app from the App Store or Google Play by searching for “OSAA Live”.

5. **MINI REPLICA TROPHIES:** www.osaa.org/shop#trophies

- A. **Mini Replica Trophies:** The OSAA is proud to be able to offer mini replicas of the trophies presented at the OSAA State Championships. Mini replica trophies are 8” tall x 10” wide x 5” deep and make a great gift for coaches, students, parents, etc. Mini replicas can be produced for teams and individuals for any year in any OSAA activity. Each mini replica trophy is \$70 and that includes a personalized nameplate, shipping & handling. Order mini replica trophies online.
- B. **Crown Trophy Contact Information:** Crown Trophy manages the mini replica trophy program. For more information, contact Crown Trophy at 503.626.1125 or via email at rian@crowntrophy41.com.