



OHIO SOUTH STATE REFEREE COMMITTEE

OSSRC Instruction Program

Instructor Compensation and Reimbursement	Revision	Revised	Page No.	Adopted	Policy No.
	2	8/24/14	1 of 3	8/12/12	3.2

A. OSSRC Instructor Compensation

USSF certified Instructors are contracted by OSSRC to service the instructional needs of the organization and as such are considered to be functioning as independent contractors.

1. Each instructor shall be compensated in accordance with **OSSRC Fee Schedule "C"** for:
 - a) instructing, administrating referee registration or formally evaluating an instructor at any Entry Level Referee clinic session or Referee Re-registration clinic session;
 - b) assisting in administering an upgrade or maintenance referee fitness test.
2. A clinic session evaluator will only receive compensation after having satisfied all the requirements of the evaluation process. Said process includes giving immediate verbal feedback to the session instructors with a follow-up written summary of discussed items sent to the instructors in a timely fashion.
3. An instructor who is functioning as a clinic session evaluator may not also be an instructor at the same clinic session.
4. An instructor, who either instructs at a referee clinic session or serves as the session evaluator, may also function as a referee administrator for that clinic session, but shall not receive any additional compensation as an administrator.

B. OSSRC Instructor Travel Allowance

1. Each DDI will determine and keep on file a record of the travel distance for each instructor from the instructor's home to each clinic site.
2. Travel allowance will be given for each instructor's trip based on **OSSRC Fee Schedule "B"**.

C. Annual Instructor Re-Registration Fees / Meeting Attendance

1. Each instructor shall pay their annual re-registration fee prior to the end of the calendar year for the following year's registration, i.e. any payment received after this deadline shall be considered as a late re-registration and subject to payment of a late fee.
2. At the discretion of the SDI and in conjunction with the SRA, any unexcused absence by an instructor from the annual instructor recertification clinic or the local district instructor meeting may result in said instructor being responsible for paying a fine as determined by the OSSRC.
3. Any instructors certifying after the December 31 deadline will be responsible for paying a late fee in an amount as determined by the OSSRC.

D. Annual Instructor Budget

1. The State Director of Instruction (SDI) shall submit an annual instruction budget for approval by the OSSRC.
2. Each District Director of Instruction (DDI) upon request by the SDI, shall prepare and submit an annual district budget to the SDI for input into the annual instruction budget.

E. Exceptions

1. The SDI has the latitude to determine justified exceptions (i.e., extended travel, extended illness, or other extenuating circumstances) to this policy.
2. Any instructor may appeal the decision of the SDI regarding the above (or any other decision) by either submitting it to the SDI for reconsideration, and/or by submitting it to

the SRA for consideration at the OSSRC Board's next scheduled meeting.

F. REVISION RECORD:

Revision	Date of Revision	Revision By:
Adopted	8/12/2012	C. Keaney
Revision of Instructor reimbursement	8/24/2014	C. Keaney