

CORVALLIS COMPOSITE MTB

Team Handbook

February 2025



NICA

NATIONAL
INTERSCHOLASTIC
CYCLING ASSOCIATION

Introduction

This handbook is designed to support new riders and their families in learning about the team and our community. For returning riders and their families, this handbook is a reference and place to get clarifications about how the team operates and the policies that impact riders and their families. Please note that policies have been updated to accommodate the needs of our growing team.

The Corvallis Composite Mountain Bike Team (CCMTB) is open to middle and high school students who are interested in developing their skills on the bike. We offer skills training and coaching in a supportive environment, with options for competitive races against other similar teams throughout the state. Our emphasis is on having fun, building resilience and discipline through goal setting, and creating an inclusive community for kids to gain life-long skills. Students entering grades 6-12 (public, private or homeschool) in Corvallis, Albany and Philomath and outlying areas are eligible for the team. We are a no tryouts, no bench, no drop team. Riders of all levels are welcome!

The CCMTB team rides as part of the Oregon League (<https://www.oregonmtb.org>) under the National Interscholastic Cycling Association (NICA <https://nationalmtb.org/>). We operate under the mission, rules and guidelines of these two organizations. Please refer to the NICA Handbook (<https://files.nationalmtb.org/hubfs/Handbooks/NICA-Handbook.pdf>) for NICA policies. This handbook offers additional information specific to our team. The policies and practices herein are designed to optimize opportunities to meet our mission and enhance the experiences of our student riders, the entire CCMTB community, and the broader mountain biking community in Corvallis and surrounding areas. If you do not find what you need in this handbook or you ever have any questions or concerns you can contact the Team Director at CorvallisMTB@gmail.com.

The Oregon League annual season runs from July 1 through October 30. CCMTB generally hosts pre-season on-the-bike events including returning rider fun rides, new rider clinics and Girls Riding Together (GRiT) events.

GRiT is a NICA initiative and an important goal of CCMTB is growing participation of women and girls in the sport of Mountain Biking through GRiT. As of 2024, girls represented approximately 25% of our team's total riders. Our team is committed to increasing female ridership to 30% or more. GRiT encompasses efforts to grow female ridership through such events as girls only rides, practices, and social gatherings. GRiT also involves coaching strategies and team policies designed to make all riders feel a sense of welcome and belonging on our team. GRiT efforts are organized by our team's GRiT Coordinator, who holds a board level leadership position within the team, as well as a dedicated group of women and ally coaches.

CCMTB is an all volunteer non-profit organization. All dollars from sponsorship and fees are invested in the team and riders. We are governed by a volunteer Board of Directors who work year round to support the team and manage resources to meet our mission and apply our values.

The CCMTB website provides additional information and the homepage maintains a calendar of events <https://corvallismtb.org/>.

Mission and Values of CCMTB

Our mission is to build strong minds, bodies, character, and communities through cycling. Our vision is that every youth is empowered to be part of a thriving and engaged cycling community. We aim to inspire a love of trail riding in middle and high school youth through inclusive and positive youth development. We are guided by our team values:

- **Fun:** We inspire friendship, joy, and adventure.
- **Inclusivity:** We believe everyone should be able to participate in our programs and feel welcomed, respected and supported.
- **Equity:** We are committed to fair treatment, equal access, opportunity, advancement and elimination of barriers to encourage participation for all.
- **Respect:** We expect consideration for all others, oneself, and the outdoors.
- **Community:** We unite diverse people, families and communities through cycling by creating fun and welcoming experiences.

Our CCMTB Community

The CCMTB Community centers student riders. We are however a much bigger family that includes parent and community member coaches and volunteers, our generous sponsors and critical partners including those partners who maintain and allow access to trails such as OSU, Starker Forest and Team Dirt.

Student Riders

Student riders include those entering grades 6-12 from Corvallis, Albany, Philomath and surrounding areas. We are a “composite” team because we involve multiple schools. CCMTB students from all schools (public, private or home-based) practice together. This is equivalent to a club sport. The closest teams in the Oregon League include Salem Composite, Newport Composite, and Eugene Composite. We are a no try out, no bench, no drop team. All skill levels are eligible to join.

Coaches

Our coaches are volunteers. Many are parents of children on the team and there are several community coaches who do not have children on the team. All coaches dedicate their time and energy to on-the-bike youth development. Coaches are provided training and development opportunities to grow their skills and build community among coaches. The size of our team is limited, in part, by the number of dedicated and trained coaches. If you are interested in becoming a coach, training to prepare for the season begins each March. You can apply to become a coach here <https://corvallismtb.org/new-coach-application/>.

Volunteers

Non-coach volunteers, parents and community members, are vital to the success of our team and the health of our community. We reach out periodically to fill volunteer roles during the season, please answer the call. Parents of riders are asked to commit to

volunteer during at least one RACE Event OR provide at least 5 hours of non-race team support. Below are the most common ways to volunteer.

- BECOME A COACH <https://corvallismtb.org/new-coach-application/>
- JOIN THE BOARD <https://corvallismtb.org/new-board-membership/>
- ORGANIZE OR SUPPORT TEAM EVENTS (see weekly emails for opportunities)
- HELP THE OREGON LEAGUE AT RACES
<https://www.oregonmtb.org/volunteer>

Sponsors

CCMTB relies on sponsors to cover nearly half of the team expenses each year. Sponsors enable the reasonable team fees, scholarships, community bike events, and maintain a fleet of bicycles. We love our sponsors and encourage the CCMTB community to support these establishments and organizations and tell them thank you for sponsoring the team while you are there. Of note, Corvallis Cyclery is a long-time sponsor and has offered CCMTB riders 10% off parts and gear. Peak Sports has also sponsored the team, riders may receive a 10% discount on bike gear during the season at Peak. Inquire at local bike shops about discounts for student-riders. A current list of our generous community sponsors can be found here <https://corvallismtb.org/our-sponsors/>.

If you are a business owner or have connections with businesses or organizations that may be interested in sponsoring the team please reach out to fundraising.corvallismtb@gmail.com. More information is available here <https://corvallismtb.org/become-a-team-sponsor/>.

Partners

CCMTB is the single largest organized recreational user group of the OSU and Starker Forests. As such it is critical that we maintain reciprocal working relationships with each of our partners. Please do your part to help maintain mutual respect and appreciation with these organizations and the entire bike and outdoor community in our area.

- OSU Forest
- Starker Forest
- Team Dirt
- Corvallis Spring Roll
- Mary's Peak Run
- McDonald Forest 50K Run

Join the Team

This section includes registration practices and policies for the team. These policies are designed to prioritize our mission and goals. They will be updated as needed.

Registration

Registration takes place in two steps. Pre-registration is required and opens on March 1st each year. All riders invited to the team through pre-registration must also complete all NICA registration steps in the Pit Zone platform to be eligible to practice with the team. Returning riders who meet participation and volunteer expectations are given priority registration status for the following year.

STEP 1: Pre-Registration

Pre-registration opens March 1 each year for all interested riders and will be announced on the website. As soon as you know you want to join the team please complete pre-registration for each interested student rider. We expect to accommodate between 100 and 130 student riders across middle school and high school each year depending on the availability of trained coaches and other support for the team. To meet our goal to support girls on bikes, 30% of the spots are reserved for girls and non-binary riders. Completion of the pre-registration is required, but it **does not** guarantee a spot on the team.

Waitlist

In the event of a waitlist we prioritize safety, fun and inclusion in decisions about team composition. We consider the following factors, not necessarily in this order, when offering slots.

- Representation of groups historically or currently underrepresented on the team (e.g. gender, race, school, age/grade).
- Balance across age groups in alignment with available coaches.
- Past participation, participation of parent/guardian as a coach/volunteer, participation of an older sibling (See Expectations and Conduct for more information)
- Date of PRE-registration form completion.
- We do NOT consider rider skill and experience in this process, all skill levels are welcomed.

If you have any questions about your registration or wait list status please reach out to the team registrar RegistrarCorvallisMTB@gmail.com.

STEP 2: Pit Zone Registration

Riders invited to the team through the pre-registration process will receive a notice from RegistrarCorvallisMTB@gmail.com. This will be followed by an email to the primary parent email provided in the pre-registration form. This invitation will come from NICA Pit Zone with this address donotreply@nationalmtb.org – it often goes to spam or junk boxes, so please add these addresses to your address book. When you receive this invitation to register in NICA Pit Zone you must complete your registration in a timely manner to maintain your spot on the roster. A specific registration schedule will be provided each year in the team calendar. Below are the months when registration occurs.

- **STEP 1: March** – Pre-registration for all prospective riders
- **STEP 2: April - May** - Pit Zone registrations (NICA and Oregon League paperwork and fees), pre-registration remains open.
- **FINALIZE: June** - All riders must complete all registration steps. Riders who have not completed all steps will not be eligible for practice.

Fees and Payments

If your rider has a spot on the team, fees apply. Fees are subject to change. As of 2025 fees were as follows.

- **NICA and OREGON LEAGUE: \$305** including Oregon league registration, NICA membership, insurance coverage, a tech fees, and races and race venue camping. These fees are due through the NICA Pit Zone platform no later than July 1st, riders are not insured and therefore not eligible for practices until these fees are paid. Parents will receive an email invitation to register via Pit Zone to the email provided to Pit Zone in the past or, for new riders, the primary email provided in the pre-registration form. You will need complete forms, and pay fees to complete your registration. Oregon League information about fees is here <https://www.oregonmtb.org/costs>.
- **CCMTB FEES: \$100** Corvallis Composite local team fees (\$50 for siblings and children of active coaches). These fees include team supplies, student led activities, celebrations, and coach development. This fee will be due July 30th via Venmo @CorvallisMTB, if you do not have access to Venmo, you can pay by cash or a check made out to Corvallis Composite MTB Team. Please note that use of Venmo is preferred as it enables efficient use of volunteer time and reduces financial risks for the team.
- **UNIFORMS: Estimated at \$54-70** (+shipping) for a team jersey required for racing. Jerseys changed in 2023, but do not change every year. Students may use their jersey from previous years. Note that high school Jerseys are school specific so returning freshmen will need to purchase a new jersey. Jersey orders occur in June. Parents will receive email instructions for ordering team jerseys directly from the vendor to be shipped to your home. Note the team t-shirts are provided at no additional cost. Team hoodies are available for purchase in August.

Scholarships and Support

CCMTB maintains a scholarship fund and provides support to families in multiple ways. If you are in need of support please indicate in your pre-registration form and consider the options below.

- Apply for need-based assistance through the Oregon League by June 1st. These scholarships cover up to \$250 of the NICA and Oregon League Fees. They are supported by CCMTB sponsors. Recipients of these scholarships must still pay a \$50 insurance fee and a 5\$ tech fee when registering in Pit Zone. It is important to complete the scholarship application by June 1st for full consideration. Scholarship opportunities through the Oregon League are listed here: <https://www.oregonmtb.org/scholarship>.
- Trek Pathfinders Scholarships are available to grow diversity in the sport of cycling and provide better access for people of color. Applications are usually due mid-march for the following season. Email scholarships@nationalmtb.org for more information about the Trek Pathfinders program or apply directly here: <https://nationalmtb.org/trek-nica-pathfinders-scholarship/>.
- Complete the fields in pre-registration to let the team know if additional assistance is needed. Depending on the availability of funds we may be able to provide assistance with CCMTB fees and/or race jersey purchase.

- The cost of a trail ready mountain bike can be prohibitive. The team maintains a small fleet of loaner bikes to support our inclusivity goals. Let us know during pre-registration if you need assistance accessing an appropriate bike for the season (see more information in the section below on the Mountain Bike Loaner Fleet).

Being Part of the Team

It is a joy and a privilege to ride as part of a team with a mission, values, and amazing volunteers. Our values are: fun, inclusivity, equity, respect and community. This section includes information to support you in successfully living our team values.

Expectations and Conduct

All riders are expected to know and follow the [NICA Student - Athlete Code of Conduct](#) that they were required to review and sign during registration for the team. All members of our team are expected to behave in a manner consistent with the Code of Conduct at all times at team functions and while wearing team logos and represent our team in a positive manner in the general community.

Our goal is to maintain a welcoming environment for all of our riders, coaches, volunteers, and community. Unsafe behavior or actions that threaten, intimidate, or otherwise create an unwelcoming environment for others will not be tolerated. Engaging in those behaviors will have consequences, which could include: early removal from practice, sitting out from practice; and/or missing races. Repeated and significant behavior violations may result in removal from the team.

Team Participation

Middle school riders are expected to participate in at least 50% of team practices and high school riders are expected to attend at least 30% of practices, including high school only rides, destination practices and other on-the-bike team events such as clinics or GRiT rides. Riders who meet this participation threshold are given priority status when registering for the following season.

Volunteer Hours

Our team is one of the biggest users of local trails, therefore all riders are required to complete at least 6 hours of team related volunteer hours during the calendar year. Opportunities include: team organized trail build and maintenance events; other regional trail events with OSU or Team Dirt or other partners; volunteering at the team booth at Corvallis Spring Roll or Open Streets; or working CCMTB coordinated aid stations for local trail events. Completion of volunteer hours is required for priority registration the following season.

Adult Community Member Expectations

All staff, coaches, parents, and volunteers within the CCMTB community are role models and leaders. It is our job to help student-athletes and other adults behave in a safe, responsible and respectful manner during all NICA activities and events, whenever interacting with NICA

community members, and while conducting any electronic communication or social media connected to NICA or CCMTB. It is especially important to remember you are a representative of the team whenever you are using our local trails or wearing team gear. Please model good trail etiquette and always wear a helmet on the bike. Please review the NICA Adult Code of conduct if you have any questions <https://files.nationalmtb.org/hubfs/Handbooks/NICA-Handbook.pdf>

Official NICA Events

CCMTB is a community of riders, coaches, parents, volunteers, sponsors and partners. We operate under NICA and therefore there are some restrictions on participation in CCMTB events. Official NICA events are designated as such and covered by the team or league insurance through NICA. Only registered riders and coaches who have completed training can participate in the on the bike portion of these events. Official NICA events include:

- CCMTB practices and designated events during the official season July 1 – October 31.
- Up to 6 official preseason events April 1 - June 30.
- Up to two end of the season events.
- RACE events are hosted by the Oregon League.

Non-coach parents and other friends of the team are not permitted to participate in any on-the-bike aspects of official NICA events. There are some exceptions, these include:

- Parents or volunteers can sign a one-time waiver to participate in an official NICA event on the bike. This waiver is limited to once per season and can be found here. <https://nationalmtb.org/agreement-to-participate-and-release-of-liability-form/>
- For GRiT specific events, adults can sign a waiver that is good for up to 3 events, as long as those events are each less than 3 hours in length. When submitting a waiver, participants should save the PDF copy of the waiver that they receive via email as confirmation to show for verification at events.

<https://nationalmtb.org/agreement-to-participate-and-release-of-liability-form/>

Parents and friends of the team are encouraged to ride together separate from the team and at their own risk. Please leave practices, warm ups, and official team rides to the insured students and coaches. If you have questions about on-the-bike participation, ask a head coach or a team director.

Communications

During the season and in the weeks leading up to the season CCMTB sends out a weekly newsletter called *Fresh Tracks*. The frequency is reduced to monthly in the off season. This newsletter has all relevant practice, RACE and special event information for the coming weeks. It is distributed to all parent/guardian and High School rider emails provided in the pre-registration form.

Parents communicate with each other using the WhatsApp platform. This is a great place to connect about carpooling, just in time volunteer needs, and RACE weekend logistics. Parents will be invited to the WhatsApp group via the email used in the registration process.

Current coaches, members of the Board of Directors, and volunteers with formal assignments from the Directors use the *Slack* platform to communicate about timely team business. If you are eligible for this platform, you will receive an invitation via email.

Practices

Riders practice two evenings per week as per the table below. We offer an optional Friday ride for High School to give riders with busy work, school and activity schedules more chances to engage with the team. Additionally, we offer Sunday GRiT rides open to girls of all grade levels.

High School (9-12 grade)	Middle School (6-8 grade)
M/W (regular practice); F (optional) Su (girls)	T/Th (regular practice) Su (girls)

The season starts with practices running from 6-8PM. Practice start and end times shift earlier in the evening as the season progresses due to fewer daylight hours. Practice locations also shift during the season to take advantage of our extensive trail systems (e.g. Chepenafa Springs Park; Crescent Valley High School, Lewisburg Saddle, Benton County Fairgrounds, Oak Creek Trailhead, Peavy Arboretum, etc.). Exact times and locations are communicated a week prior in the Fresh Tracks newsletter as well as being posted on the team [calendar](#). Attendance is taken at all practices. Riders marked “present” are considered officially at practice and are asked to abide by all NICA conduct codes and are covered by NICA insurance policies. We aim to leave the trailheads as soon as possible to maximize trail time. **Please arrive on time.** Riders arriving late may not be marked as “present” and may be left behind. Riders are **required to carry** the following safety/support items at every practice and team ride: 16 oz. water (minimum), a snack, spare tube, multitool, tire levers, and extra layer of clothing for rainy/cool weather days. Riders who are not prepared with these items may not be permitted to practice.

RACES

Team RACE Weekends (Really Awesome Challenging Events!) occur across Oregon from mid August through the end of October. Racing is optional, all team members are encouraged to participate in RACE events, riders who do not wish to compete are still a vital part of our community and provide critical support for their teammates. The Oregon league is split into 2 conferences, Corvallis competes in the **South Conference** which races either Saturday or Sunday. Exact RACE dates for each conference are posted before the season begins. The day before the race (Friday or Saturday) includes an optional afternoon pre-ride to allow students to practice the course with coaches. Riders should sign up for pre-ride time slots and are required to ride the courses with a coach. Additionally, there is an afternoon GRiT (Girls Riding Together) ride the day before each RACE. See information about GRiT waivers above. Some races include an evening team family social event (e.g. pizza party or potluck, amateur music night, etc. depending on availability of parent volunteers). On race day warm-ups begin early (around 7:30 a.m. for middle school), kids will race between 3 and 18 miles depending on the course, their age group and abilities. An award ceremony takes place in the afternoon of RACE day. Parent volunteers are always needed on RACE weekends.

Free camping is available at or near the venues, or the Corvallis Composite Team may organize camping at an alternate campground or facility (this sometimes has a cost for each participating family). This social time associated with the RACE weekends is one of the best parts of being on the team. Some riders choose to stay in nearby hotels or drive early on race day. The RACE

locations and schedules are updated here as they are available here <https://www.oregonmtb.org/eventweekends>. Weekend details including opportunities to volunteer will be posted in the Fresh Tracks weekly newsletter preceding each RACE. Parents are expected to self organize carpooling, meals and other weekend logistics.

Other Special Events

Each year CCMTB plans several community building events. These include team trail builds, hosting booths at regional bike promotion events such as Corvallis Open Streets Festival, pre-season camping, bike skills clinics, and celebrations. These events depend on the availability of and energy of our amazing volunteers. If you are interested in taking the lead to organize a special event please reach out to CorvallisMTB@gmail.com.

Spirit Gear and Uniforms

Members of the CCMTB community are encouraged to show their team spirit by purchasing gear that acknowledges our sponsors and celebrates our team. Gear is either sold at cost or with a slight markup where proceeds are used to support the team. Availability of gear changes from year to year and is announced in FreshTracks newsletters. Student riders are provided with team t-shirts (with sponsor logos) free of charge each year.

Student riders are required to wear a team jersey associated with their school for racing. The team uses NICA partnered vendors to make custom jerseys and parents are responsible for ordering their team jerseys early in the race season. More information will be provided through Fresh Tracks.

Student riders may not wear their team jersey when competing in any non NICA events including events organized by the Oregon Bicycle Racing Association OBRA.

Bikes and Bike Maintenance

A properly functioning mountain bike is critical for success on the team. Below is information and links to help you obtain and maintain a mountain bike.

Mountain Bike Loaner Fleet

To meet our mission and goals for providing inclusivity to all, the team maintains a fleet of bikes that are available to borrow. These bikes have been donated to the team and have been serviced and are ready to ride. If you need assistance in accessing a bike or any other equipment related to mountain biking please indicate this on your pre-registration form. Bikes and equipment are loaned under agreement with NICA and CCMTB. All that is required is a signed waiver and contract. Bike loans are good for the entire season with an opportunity to keep the bike during the off season, if so desired. If you would like to donate a bike to the team we are a 501(c)(3) and your donation may be tax deductible.

Finding the Right Bike

All student riders will need a well-fitting and functioning mountain bike, helmet, and riding gloves. Eye protection and other protective gear, such as knee and elbow pads, are recommended. If your family is new to mountain-biking this website has some useful

articles <https://mtbwithkids.com/best-mountain-bike-helmets-for-nica-riders/>. Local bike shops (Corvallis Cyclery and Peak Sports) sponsor the team and can offer advice on bikes and protective gear.

NICA requires student-athletes to compete using mountain bikes that have 26- to 29-inch wheels with tires not narrower than 1.75 inches. Bikes must have knobby tires, be multi gear with at least five cogs in the rear, functioning front and rear brakes with significant stopping power. Handlebars must have end caps and cannot have road bike style drop bars or bar ends (forward pointing handle grip extensions). See more details in the NICA handbook. <https://files.nationalmtb.org/hubfs/Handbooks/NICA-Handbook.pdf>

NICA has various bike gear partners, many offer discounts on bikes. This website has a full list of partners with discounts <https://nationalmtb.org/athlete-coach-benefits/>

Maintaining your Bike and Proper Gear

Check out the linked quick reference guide to [Make Sure your Child's Bike and Gear is TRAIL READY!](#)

A great resource to enable you to work on your own bike is the Corvallis Bicycle Collective <https://www.corvallisbikes.org/>. They have experts on staff that can help direct you to parts and guide with some basic repairs. They also have repair stands and all of the tools you will need to do the work on your bike.