

# **BOARD POLICY**

## **LUBBOCK BASKETBALL OFFICIALS CHAPTER**

**Lubbock, Texas**

September 19, 2023

### **GENERAL ARTICLES:**

1. All games will be scheduled by the assigning secretaries, except for tournament games. When scheduling games, the following will be taken into consideration but not limited to: availability, distance, scratch list (schools & officials), complaints, playoff experience, camps, improvements, etc. ...
2. The Board may appoint a sub-varsity secretary to assist with assignment of sub-varsity games. This position, if appointed, shall be an ex-officio member of the Board without vote and will report to the chapter secretary.
3. Each assigned referee has the responsibility for contacting his/her assigned co-official, no later than 48 hours prior to the assignment, for the purpose of confirming transportation to and from the assignment, time, and travel arrangements.
4. No official shall change assignments with another official or request another official to “cover” an assignment for him/her without prior approval of the chapter assigning secretary prior to the game. If violated, the member will pay a twenty-five (\$25.00) per game fine.
5. No new member will be able to join LBOC after November 30<sup>th</sup>.
6. The Board reserves the right to deny membership from any individual.
7. Point breakdown definition:
  - Varsity Games = 2 points
  - Sub-Varsity Games (9<sup>th</sup>/ Sophomore/ JV) = 1 point
  - Junior High Games = .5 point
  - College Games = .5 point
8. A point sheet must be turned into the treasurer by the stated date each year, in order to obtain points.
9. The Board may appoint a webmaster to assist the treasurer with recording of minutes and posting on the web page. This position, if appointed, shall be an ex-officio member of the Board without vote and will report to the chapter treasurer.
10. The Board may appoint a Director of Training to oversee the chapter training programs. This position, if appointed, shall be an ex-officio member of the Board without vote and will report to the Board directly. This position will coordinate training material for in-season meetings with the Vice President. Coordinate all curriculum, trainers and scheduling of all training programs for the chapter. The Director of Training will need to attend if applicable off season board meetings to work with the Board to develop curriculum for the upcoming season.
11. Any member with a grievance pertaining to the board policy may appeal. The member shall then email the Board President with their concerns and due process will be followed.
12. The Board may remove from office any member who fails to perform assigned duties and tasks with due cause. The Board will utilize the due process outlined in the LBOC Constitution.
13. The Chapter recognizes the right of members to officiate in an environment free from all forms of harassment and discrimination.

## **CHAPTER MEMBERSHIP AND EXPECTATIONS:**

1. In order to be eligible to officiate any games the Chapter member must be in good standing. Good standing is defined as a person who:
  - a. Pay current year's state and local dues.
    - Any official who missed the deadline for payment of local dues, who wishes to remain an active member shall be charged a twenty-five (\$25.00) reinstatement fee, plus local annual dues.
  - b. Take and pass current years tests with a minimum score of 70. The tests include Basketball Rules Exam and 2-Person Mechanics Exam.
  - c. Attend the mandatory Rules Clinic
    - If a member does not attend the Rules Clinic, a makeup is required and the member shall pay a twenty-five (\$25.00) make up fee. There may be one make-up Rules Clinic offered. This make-up Rules Clinic will be available at a scheduled Chapter Meeting.
  - d. The Board has the right to remove a member's "good standing" status.
2. All Chapter member are expected to:
  - a. Work a preseason scrimmage.
  - b. Attend eighty (80%) of chapter meetings, including the mandatory Rules Clinic. Meetings will be available via an online link if members are not available to attend in person. The link will be active for 5 days from the meeting to view and be counted as attending the meeting. The maximum number of virtual meetings for attendance purposes will be capped at three (3) meetings, remaining meeting requirements will need to be met in person. An excuse for missing a meeting will be accepted and must be submitted via the website to the chapter Treasures. Excuses will be accepted for 5 days from the scheduled meeting missed explaining the reason for absence. A member will only be able to use one (1) excuse per season towards the eighty (80%) attendance requirement.
  - c. Manage block dates and accept assignments in a reasonable amount of time.
  - d. Be onsite where the assignment is to take place 30 minutes prior to the scheduled tip. Be dressed and prepared to go on the floor 15 minutes before the scheduled tip-off.
  - e. Not officiate in any UIL-sanctioned contest with an individual who is not a member of a UIL recognized chapter. Exception – May officiate with an employee of the host school district.

## **CRITERIA FOR NON-VARSITY OFFICIATING - REGULAR SEASON ASSIGNMENTS:**

To be eligible to officiate regular season Non-Varsity assignments an official must:

1. Be a member of good standing as defined by Board Policy.

## **CRITERIA FOR VARSITY OFFICIATING - REGULAR SEASON ASSIGNMENTS:**

To be eligible to officiate regular season Varsity games an official must:

1. Be a member in good standing as defined by Board Policy.
2. Have taken and passed the current year's tests with a minimum score of 80%. The tests include Basketball Rules Exam, 2-Person, and 3-Person Mechanics Exam.

## **CRITERIA FOR POSTSEASON ELIGIBILITY OFFICIATING:**

To be eligible to officiate postseason assignments an official must:

1. Be a member in good standing as defined by Board Policy and met requirements for Varsity officiating.
2. Have taken and passed the current years tests with a minimum score of 90%. The tests include Basketball Rules Exam, 2-Person, and 3-Person Mechanics Exam.
3. **Must** have officiated a preseason scrimmage.
4. **Must** attend 80% of chapter meetings including the rules clinic. (Refer to Chapter Member and Expectations 2.b)
5. Official must meet current season point requirements (refer to General Articles 7)
  - a. Member must obtain a **MINIMUM** of 30 points to be eligible.
    - A maximum of 10 points may be obtained through tournament assignments.
    - A maximum of 10 points may be obtained through College assignments.
    - The remainder of the points must be obtained through assignments made by the assigning secretary.

## **PLAYOFF ASSIGNMENT SCHEDULING**

1. For every play-off game that the chapter is to assign, the assigning secretary is to send both coaches the entire list of play-off eligible officials to choose from, excluding anyone who is already assigned for the date requested.

## **CRITERIA FOR BEING CONSIDERED TO REPRESENT LUBBOCK CHAPTER AT REGIONAL / AND STATE TOURNAMENTS:**

To be eligible to officiate Regional/ and State tournament games an official must:

1. Be a member in good standing as defined by Board Policy and met all requirements for post-season officiating.
2. Any official selected to officiate any UIL Regional or State Tournament games must accept within 24 hours of notification. It is strongly suggested that all selected officials will travel together to their respective tournament game site.
3. Must have attended a board approved educational opportunity (camp) a minimum of once every three (3) calendar years starting May 2024. It is the official's responsibility to turn that information into the chapter treasurer. Any camp attended between May 2021 to May 2023 will count as meeting the requirement starting in May of 2024.
4. Official must have signed the "Commitment to Represent" form that is made available to all members by the stated deadline. The form states that those members who wish to be in the pool of candidates for consideration to represent the chapter on a potential regional final or state tournament crew agrees, in writing, to accept the assignment should they be honored with such. If the official is unable to meet the commitment of the assignment, the Board reserves the right to determine any needed disciplinary action that is appropriate for not honoring the assignment.

## **COMMITTEE FOR SELECTION OF REGIONAL/ AND STATE TOURNAMENT CREW NOMINEES FOR LBOC:**

1. The Lubbock Basketball Officials Chapter will install a committee each year for the purpose of formulating a list of official's to submit to the UIL for consideration for regional and state tournament officials annually and follow UIL/ THSBOA policy for coach pick crews.  
The committee shall be made up of:

- Assignment Secretary
  - THSBOA Representative (or state representative)
  - Chapter President
  - 2 At-Large Chapter Members whom the board has approved
  - No individual who submits their name for consideration shall be eligible to serve on the committee. The Board will choose that person's replacement if they submit their name.
2. The committee shall formulate a plan for which to use resources and input as they deem necessary to select the best possible crews to represent the LBOC at regional final/state tournaments. Need to report the results of the committee to the board.
  3. The ranking score by the committee will be made available to each individual official by request to the Chapter President. It will be the aggregate score of the 5 members.

## **SOCIAL MEDIA POLICY**

1. It shall be considered a violation of chapter policy and be deemed a breach of ethical conduct for any member of the LBOC to knowingly post, submit, or place onto social media sites of any nature, information pertaining to teams, coaches, schools, players, and fellow officials, regarding any assignments from the LBOC.
2. Furthermore, it shall be considered a violation of the Conflict of Interest policy of the LBOC for any member to officiate in any game that involves a team, coach, school, or player that is or has been referenced on any social media site by that member.
3. The penalty for such will include an appearance before the Board with penalties levied based on Board recommendation.

## **ETHICS COMMITTEE**

1. The Lubbock Basketball Officials Chapter will have an active fact finding committee with the objective of investigating any alleged violation of ethics or behavior based on the LBOC Constitution, By-Laws, or Board Policy. All allegations will be investigated by the committee.
2. The committee will consist of five (5) members:
  - Past President
  - Division Rep
  - Three (3) non-board chapter members will be members who are a Division 1, 2, 3, or 4 and a member in good standing. The selection of the three (3) members will be selected by the Chapter President. Members will be brought to the Board for consideration and Board vote approval. The duties of the elected members to the committee will begin when elected and will end the Monday following the UIL Boys State Tournament for that season.
3. All members of this committee will sign a confidentiality agreement. Failure to uphold the agreement will result in being removed from the committee. The Board will replace any expelled committee member with appropriate member to complete the season. The removed member(s) MAY have disciplinary actions brought against them.
4. The Division Rep will serve as the chairman of the committee and be assigned based on the members division that is in question.
5. The Past President will be given the information of the violation and will be responsible for getting together with the other members to set up the committee. The Chairman of the committee will set up the meeting date and time to gather all findings of the investigation.

6. All concluded investigations that the committee determines by majority vote that there is a violation will be brought to the LBOC Board in writing for consideration. The Chairman will present the case to the board at the next meeting.
7. If the committee determines by majority vote there is no violation, the Chairman will contact the Board President with the details and then inform the member in question with the results of the investigation. The Board President and committee chairman will update the board of the outcome at the next meeting.
8. If a member of the ethics committee is brought up on an ethics inquiry, that member will step down during that investigation only. The President will take his/her position for the duration of that investigation. If said member is the division rep for that investigation, the President will chair that committee.