

BOARD POLICY

LUBBOCK BASKETBALL OFFICIALS CHAPTER

Lubbock, Texas

September 9, 2026

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 30th.
6. Membership is subject to Board approval. The Board reserves the right to deny membership from any individual.
7. Members will be classified in divisions based on the number of seasons in the Lubbock Chapter. (Refer to July 22, 2025 board minutes for the board proposal).
 - Division 5: 0 to 2 seasons
 - Division 4: 3 to 5 seasons
 - Division 3: 6 to 8 seasons
 - Division 2: 9 to 12 seasons
 - Division 1: 13 plus seasons
8. 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.
9. 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.
10. 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.
11. 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.
12. The Chapter recognizes the right of members to officiate in an environment free from all forms of harassment and discrimination.
13. The Board has the right to remove a member’s “good standing” status.

CHAPTER MEMBERSHIP AND EXPECTATIONS:

1. In order to be eligible to officiate any games the Chapter member must meet the following eligibility requirements.
 - a. Has paid 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 a Mechanics Exam.
 - c. Attend the mandatory LBOC Rules Clinic
 - If a member does not attend the LBOC 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.
2. All Chapter members are expected to:
 - a. Work a preseason scrimmage. These are important fund raisers for the chapter to lower dues for members and cover chapter expenses.
 - b. Attend chapter meetings, including the mandatory Rules Clinic. An excuse for missing a meeting will be accepted up to one (1) day after the scheduled meeting missed explaining the reason for the absence. A member will only be able to use one (1) excuse per season towards the six (6) meeting attendance requirement for postseason eligibility. Members may receive meeting credits for attending other NFHS chapter's meetings if the member has notified the LBOC Board in advance and arranged for proper reporting of the attendance. Any meeting missed due to LBOC officiating assignments will be excused and counted towards attendance. Members may only receive one (1) meeting credit a day.
 - 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.
 - f. Submit incident reports within 24 hours of the incident. Failure to comply will result in disciplinary action as follows:
 - First offense: one schedule assigned day suspension
 - Second offense: two schedule assigned day suspension
 - Third offense: appearance before the board for further action.
 - Tournaments assignments do not count for the applicable disciplinary actions.

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 and meet all eligibility requirements 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 and meet all eligibility requirements 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.

POSTSEASON 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.
2. Officials must designate their primary chapter as "Lubbock" to possibly receive playoff assignments and may only be assigned playoff games from their primary chapter. Officials may not officiate playoff games for their secondary chapter.

CRITERIA FOR POSTSEASON ELIGIBILITY OFFICIATING:

To be eligible to officiate postseason assignments an official must:

1. Be a member in good standing, meet all eligibility requirements as defined by Board Policy and meet 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** receive credit for attending six (6) chapter meetings and the LBOC rules clinic. They will need to attend a minimum of three (3) LBOC meetings in-person. The remaining credits may be obtained by having a chapter assigned game or attending another NFHS chapter meeting in person or online **ONLY** if they are a member of that chapter.
5. Official must meet current season game requirements:
 - a. Members must officiate a **MINIMUM** of 15 games to be eligible.
 - A maximum of 5 games may be officiated through tournament assignments.
 - A maximum of 5 games may be officiated through College assignments.
 - The remainder of the games must be varsity games officiated through assignments made by the assigning secretary.

CRITERIA FOR STATE FINAL OFFICIATING:

To be eligible to officiate state final games an official must:

1. Be a member in good standing, meet all eligibility requirements as defined by Board Policy and meet all requirements for post-season officiating.
2. Any official found guilty of an ethics violation will not be eligible.
3. Any official selected to officiate any UIL or TAPPS state final games must accept within 24 hours of notification.
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 STATE FINAL CREW NOMINEES FOR LBOC:

1. The Lubbock Basketball Officials Chapter will install a committee each year for the purpose of formulating a list of officials to submit to the UIL or TAPPS for consideration for the state final games.
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. No direct or indirect family member will serve on the committee if a family member submits their name for consideration.
2. The committee shall formulate a plan for which to use resources and input as they deem necessary to select the best possible officials and/or crews to represent the LBOC at the state final games. The committee will report the results of the committee to the board. As commitment to represent forms are turned into the chapter, the Director of Training and Assignment Secretary will be notified of the names allowing them to formulate a plan to schedule evaluations for the selection committee.
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:
 - Vice 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 an 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 Vice 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:
 - The President shall fill their position during that investigation. If the committee determines by majority vote there is no violation, the member will remain on the ethics committee. If the committee determines that there is a violation, the President will fill their position for the remainder of that season.

ETHICS CONCERNS, GRIEVANCES, AND COMPLAINTS

All members are required to follow the LBOC process before submitting an ethics concern, grievance, or complaint to the THSBOA Board.

- A member shall first submit the matter to the Board for review and resolution and shall provide the Board with a reasonable opportunity to address and resolve the matter. The member should retain documentation demonstrating that the matter was submitted to the Board.
- A member shall not bypass the Board by submitting an ethics concern, grievance, or complaint directly to the THSBOA Board without first following the required LBOC process.
- Any member who knowingly bypasses the required procedure and submits an ethics concern, grievance, or complaint directly to the THSBOA Board shall immediately be designated as a Member Not in Good Standing.