



Southern Nevada Officials Association
Basketball Policies and Procedures
2018

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Expectation of Officials

Registration

Officials must register each year at <http://niaa.arbitersports.com> Registration dates are set by the **SNOA Board of Control**. **SNOA** reserves the right to accept or decline any application. Accepted applications are not a guarantee to **officiate games for SNOA**. **SNOA** may terminate any membership pending an internal review for officials who violate the terms of agreement.

Fees

Officials pay annual dues and variable fees associated with their work in SNOA. **The NIAA collects an annual fee of \$46.50 as a condition for registration. Such fee includes NIAA dues for the first sport (\$20), group-rate insurance (\$17) and a background check (\$9.50). New officials pay a one-time \$15 registration fee. Rule books for basketball are \$12.50 and officials may purchase an additional digital copy on-line for a nominal fee. Officials are assessed 6% of their game fees to cover variable costs such as the work by the treasurer, the assignors, and ancillary personnel.**

Compensation and Travel Reimbursement

A compensation schedule for each level of basketball as well as a travel reimbursement schedule can be found at **snoaofficials.com**. Officials do not receive travel reimbursement for contests in Las Vegas, North Las Vegas, or Henderson.

Arbiter

All officials must sign up for arbiter access and must provide contact information which includes a current photo. The photo must be a head-shot which one would attach to a resume or would place on a business card. Action photos, leisurely photos, or photos with other individuals are not acceptable.

Uniforms and Appearance

Officials must wear an **NIAA wide-panel shirt that is made solely for the State of Nevada** for all sanctioned games. Officials must wear black beltless slacks, black socks, and all-black shoes with black shoestrings. All Varsity Officials must wear a black Jacket with the **NIAA logo jacket**. Any sub varsity, freshman or middle school games – a plain black jacket with **NO** logo may be worn. The uniform should be neat and clean at all times. Officials shall be neatly groomed and appear professionally at all times.

Crew Concept

The **Basketball Board** shall create a specified number of crews conducive to scheduling.

Each crew shall have a **Crew Chief** appointed by the **Basketball Board**.

Crew Chiefs shall select an **Assistant Crew Chief** who shall be vetted by the **Basketball Board**.

Crew Chiefs or their assistants are expected to attend all general meetings and crew functions.

Crew Chiefs shall disseminate their prorated scrimmage and high-school schedule at or before the prescribed intervals as established by the **Basketball Board**.

The **Basketball Board** reserves the right to review all assignments made by the crews.

Crew Chiefs shall report any crew violations to the **Basketball Board** for subsequent discipline.

Crew Chiefs shall develop all crew members, with emphasis on newer and younger officials.

Crew Chiefs or their assistants shall attend the SNOA camp to assist in instruction and to observe.

Crew Chiefs shall step down from their responsibilities should they become unable to perform their duties as prescribed.

All Officials shall be assigned a crew.

All Officials may request the **Basketball Board** for a crew switch once they have been a crew for two seasons.

All Officials shall expect a schedule commensurate with their rating, their availability, their dependability, their attendance at mandatory functions, and their NFHS exam score.

All Officials who are dissatisfied with their schedule are encouraged to have a private discussion with their **Crew Chiefs**.

All Officials unable to resolve their disputes with their **Crew Chiefs** may schedule a hearing before the **Basketball Board**.

The **Basketball Board** will make its recommendations on any disputes, which may include but are not limited to, a crew transfer, referral to the **Appeals Committee** or the **Board of Control**.

Evaluation of Officials

Official Rankings

The **Crew Chiefs / Basketball Board** shall disseminate one of the following ratings to each official:

- 100 Varsity Official – All Levels and All Playoffs**
- 150 Varsity Official – Most Levels and Most Playoffs**
- 200 Varsity Official – Some Levels and Some Playoffs**
- 250 Varsity Official – Limited Levels and Limited Playoffs**
- 300 Sub-Varsity Official – All Levels**
- 400 Sub-Varsity Official – Some Levels**
- 500 Unrated or New Official**
- 999 Inactive Official**

Ranking Criteria

The **Basketball Board** empowers **the Crew Chiefs** to develop the criteria necessary to assess the ranking of **all officials on their crew**.

Ranking Appeals

Officials who wish to appeal their ranking directly may ask for an audition with a prescribed process during the regular season. Crew Chiefs can recommend an official's ranking be moved up or down to the Basketball Board. **The Basketball Board** can review that official's evaluations during the preseason/regular season. Rankings are final for the remainder of the season once the official exhausts the appeals process.

Ranking Committee

The **Basketball Board** shall select a **Ranking Committee** at the start of each season. The **Ranking Committee** shall be comprised of two or three experienced individuals outside of the current SNOA basketball roster. The cost to be rated by the committee will be \$25 for each ranking.

Assignments

The **Schedule Administrator** shall disseminate a balanced schedule for each crew.

Crew Chiefs shall assign pre-season scrimmages and regular-season high school games.

The **Tournament Assignor** shall assign all tournament games and showcase events.

The **Middle School Assignor** shall assign all middle school games.

A **Special Assignor** shall assign all other games contracted through SNOA.

The **Basketball Board** shall determine high-impact games and designate them as **Highlighted Games** for the express purpose of special consideration.

Highlighted Games shall have more austere assigning criteria as determined by the **Basketball Board**.

The **NIAA Commissioner** reserves the right to make any changes to any assignment.

All Officials shall pass the basketball exam by a prescribed date to be considered for assignments.

All Officials shall attend a minimum number of meetings (5) and training as prescribed by the **Basketball Board** and the **NIAA**.

All Officials shall notify their **Crew Chiefs** and respective **Assignors** of conflicts of interests they have with a school. Conflicts of interest include but are not limited to employment at a school, having children in attendance at a school, or business relationships with a school.

The **NIAA Commissioner** shall approve all playoff appointments with assistance from the Basketball Board

No Official may work an **NIAA State Championship** game in consecutive seasons.

All Officials are expected to keep the assignments they accept.

Code of Conduct

All officials shall cooperate with other officials in the presence of the athletic community.

All officials shall administrate competently all rules to the best of their ability.

All officials shall be impartial and supervise and control an event in a manner which employs common sense and reflects the spirit and intent of the rules and regulations.

All officials shall promote sportsmanship at all times.

All officials shall maintain high standards of moral and ethical behavior which is minimally prescribed by law.

All officials shall abstain from the use of illegal drugs at all times.

All officials shall refrain from consuming alcohol within twelve (12) hours before game time.

All officials shall avoid personal contact with coaches before and after the game.

All officials shall not discuss other members of the association with coaches, school authorities, print, media, and fans.

All officials shall respect the coaches' offices and workspace.

The **Basketball Board** reserves the right to request a hearing for any official who does not comply with the **Code of Conduct**.

The **Basketball Board** may recommend the revocation of an official's registration when an official fails to act in accordance with the **Code of Conduct**.

All officials dissatisfied by any ruling from the **Basketball Board** have a right to appeal that decision to the **Ethics Board** and ultimately to the **Board of Control**.

The decision of the **Board of Control** is considered final.

On-Site Expectations

All Officials are expected to be on-site 30 minutes prior to any sub-varsity contest and 60 minutes prior to any varsity contest.

Male Officials are expected to use the men's locker room or coaching office for changing clothes and taking showers.

Female Officials are expected to use the women's locker room or coaching office for changing clothes and taking showers.

Mixed Gender Crews are expected to conduct pre-game, halftime, and post-game discussions in an area deemed appropriate for either gender to occupy simultaneously.

All officials are expected to begin their game jurisdiction 15 minutes prior to game time.

The **Referee** is expected to approve the official game book no less than 10 minutes before game time.

The **Umpire** or **Umpires** are expected to gather team captains at the center circle at a time prescribed by the **Referee** for a pre-game discussion.

All officials are expected to meet with both coaches simultaneously at a time prescribed by the **Referee** for a pre-game discussion.

The **Referee** shall report any technical fouls issued in the game to their **Crew Chiefs** or their respective **Assignor**.

An official who ejects any players, coaches, personnel, or spectators shall report such incident within the same calendar day to the NIAA. The ejection report form can be found at snoaofficials.com. Ejection reports shall include the sport and gender of the contest; the level of competition; the date and site of the contest; the names of the participating schools; the first and last name of the player and jersey number, or the coach's first and last name, whichever is applicable; the score of the contest if the game is canceled prematurely; a narrative of what occurred; and the name and daytime phone number of the official filing the report.

Member Schools are expected to host its officials with the following minimum quality control. An authorized representative shall greet the officials and provide them with secure parking,

proper dressing and shower facilities. Water shall be provided. Security shall be provided when necessary. School personnel shall not enter the dressing facility unless requested.

Discipline

SNOA shall maintain a schedule of acts by officials which are subject to fine. This schedule shall be prepared by the **All-Sports Board** and approved by the majority vote of the membership at the **Association Annual Meeting**. The **Basketball Board** may add sport-specific fines to the schedule, which are listed below. The **Basketball Board** is responsible for enforcing such fine schedule, and may delegate that responsibility in whole or in part to the **Assignors** and **Crew Chiefs**.

The **Basketball Board** may enforce the following infractions, effectively immediately, pending a review of the individual circumstances surrounding each infraction:

Declining a game disseminated copacetic with an official's announced availability

Turning back accepted games more than 24 hours before game time

Turning back accepted games less than 24 hours before game time

Showing up later than the expected interval before for a contest

Showing up late for a contest

Failing to appear for a contest

Authorizing another official to work a contest without the consent of the Assignor

Failing to wear the authorized equipment for a contest

The **Basketball Board** asks that as officials' schedules continue to evolve, that they update their arbiter immediately. Arbiter is set up such that a forensic trace of blocks and game dissemination is available. Except for pending assignments which might inadvertently supersede an impending block, there are very few excuses for officials who habitually make themselves available, only to turn back games which become inconvenient to their future plans. **SNOA** considers these disseminations as in invitation to a binding contract, and it expects its officials to honor such contracts except for the most serious unforeseen circumstances.

Playoff Eligible Policies and Procedures

1. Attend 5 SNOA meetings/online meetings
2. Be recommended by Crew Chief
3. Remain in good standing
4. Officiate 12 level varsity games
5. Pass the NFHS Basketball exam with a score of at least 80 by the listed deadline

Other Policies and Procedures

Late Officials and No-Show Officials

Officials on-site shall remain on-site until their replacements arrive. Officials who begin subsequent games are entitled to complete the game, even if their replacements arrive late. Fill-in officials shall report late or no-show officials to their respective assignor.

Non-Disclosure Agreement

SNOA considers its work proprietary. No official shall directly or indirectly solicit games for themselves or other through coaches or other school personnel.

Transferring Officials

Officials who transfer from another jurisdiction must provide valid documentation before being offered a schedule commensurate with their purported ability. Such officials will be given an opportunity to audition and to showcase their skills before either a member of the Ratings Committee or a member of the Basketball Board.

Membership in Other Organizations

No member of SNOA, shall also hold a position of leadership in or be an owner of an organization that has, within the prior 12 months bid against the SNOA for a contract, or assigned officials under a contract that was bid upon by the SNOA, unless the Board of Control and the Individual Sports Boards have made an agreement with organization to jointly assign or administer the contract.

Interactions with Fans and Spectators

Officials should never engage directly with spectators. Officials should request either authorized school district personnel, a site administrator, or in the most extreme cases the governing law enforcement body to handle issues outside of the jurisdiction of the court.

Game Cancellation Policy

Officials receive no compensation for games canceled more than twenty-four (24) hours in advance. Games canceled less than twenty-four (24) hours before start time will receive the highest game fee for that venue. Officials will not receive travel pay unless already in route to the venue. Games canceled at any time for a *force majeure* are exempt from this policy. A *force majeure* includes but is not limited to inclement weather, state, or national emergency.

Basketball Leadership Policy

No Basketball Leader can hold two leadership positions. Example - Board Member and Crew Chief or Crew Chief and Assignor.