

## NVO HANDBOOK

**THE NVO HANDBOOK IS A PLACE WHERE THINGS LIKE EXECUTIVE BOARD DECISIONS CAN BE KEPT INSTEAD OF HAVING TO LOOK THROUGH YEARS OF MEETING MINUTES TO FIND THEM.**

**ALSO A PLACE TO KEEP THINGS THAT SHOULD BE MORE EASILY CHANGED BY REVIEW OF THE EXECUTIVE BOARD AND OR THE MEMBERSHIP THROUGH THE EXECUTIVE BOARD.**

### ARTICLE II, A.

1. By providing opportunities for new candidates to become bona fide members of the division.
2. By providing opportunities for rated officials to upgrade their knowledge of the rules and improve their techniques of officiating.
3. By administering written and practical testing procedures as outlined by rule specific organization.
4. Shall comply with the five-point program of the state handbook:
  1. Observe the constitutions and by-laws of their local and state officials' organization.
  2. Attend interpretation meetings and clinics of the local organization each year.
  3. Give satisfactory evidence of proficiency in the mechanics of officiating and of competent performance related to the specific sport.
  4. Pass the National, Federation, State or other approved rules examination.
  5. Are listed with the N.Y.S.P.H.S.A.A., Inc. Executive Director.

### B.

1. By seeking communication on a state and national level with interpreters of both the rules and techniques of officiating.
2. By providing a pre-season opportunity for officials to gather and discuss rule changes and interpretations.
3. By taking an active role in the rule interpretation clinics of local recreational agencies and coaches association.
4. By disseminating updated information and stressing continuity in handling problems concerning rule interpretation during the season.

### ARTICLE V.B.5 VOTED AND APPROVED BY EX. BOARD

The following will be the procedures for selecting a replacement representative at the state or any other non NVO key meetings when the chairperson(s) is unable to attend.

1. The Rating chair of the Division (Boys' / Girls')
2. The Past Chair of the Division (Boys' / Girls')
3. An elected Member at Large of the Division (Boys' / Girls')

## ARTICLE VII E.6. VOTED AND APPROVED BY EX. BOARD

All new candidates and officials that are scheduled to appear at a rating session and are absent without a legitimate reason approved by both the division rating Chairperson and Chairperson prior to 14 days from the rating session date, may be fined \$100.00 (one-hundred dollars) for their action.

## ARTICLE X.A.2 and 3.

2 All members shall abide by the letter and spirit of the operating code of the Division.

3 Participation by any party in the procedure to address an alleged code violation, as set forth in the code, shall be deemed the parties' agreement to be bound by provisions and result of this procedure, without further recourse, including arbitration or lawsuit.

### B Conduct:

1. An official is expected to arrive at the court site prior to the scheduled commencement of the game as per contract. Each official shall introduce him/herself to the other official and to both coaches and shall discuss and explain, as necessary, court coverage, official duties and other factors which may affect play at the particular court. If an official is unable to arrive at the court prior to the commencement of the game, it is the official's obligation to notify the home school prior to game time.
2. If you are assigned a contest with an official who has the same rating, you can toss a coin with your partner at the site of the contest to determine first and second referee duties. Winning the toss makes you first referee regardless of your present rating. In succeeding matches when these same two officials work together, they should alternate duties.
3. If officials have two different ratings and are assigned a contest together, the official with the higher rating must work as the first referee.
4. An official shall not turn back an accepted game in order to accept a more favorable assignment.
5. An official shall notify the assigning person at least twenty-four (24) hours prior to the scheduled commencement of a game if he/she cannot officiate such assignment. If an emergency arises, the official shall make such notification without unnecessary delay. The official shall not provide substitutes unless that is the accepted procedure in the particular league involved.
6. An official shall adhere to forfeiture times established by the individual league(s) serviced by the Division.

7. An official shall not determine if and when an injured player is to be moved. The players, coaches and/or medical personnel shall make such determination.
8. In the event a difference of opinion arises between officials assigned a game, they should discuss the situation and arrive at an appropriate decision. Such discussion should be done quietly, away from players, coaches and spectators. The head official shall announce the ruling and the other official shall be supportive of the ruling.
9. An official shall not make statements to coaches, players, spectators or news media concerning a game to which the official is not assigned.
10. An official shall avoid making statements concerning a game to which the official is assigned other than to clarify a question on a rule interpretation.
11. An official shall not make statements concerning post game plans to avoid giving the impression that such plans may affect the officiating of the game.
12. An official shall not let post-game plans affect the officiating of the game.
13. Under no circumstances should matters pertaining to the conduct of coaches or spectators be brought to the direct attention of a Board of Education member, a school administrator or athletic director by an official. Any such problems shall be reported to the Chairperson of the Executive Board, who shall report the matter to the appropriate league officials.
14. An official shall wear the prescribed uniform when officiating a game.
15. An official, whether or not officiating at a particular game, shall avoid conduct which reflects negatively on the Division and/or their peers.
16. An official shall not engage in any unsportsmanlike conduct or any other conduct that is prejudicial to the interests of the Division.
17. An official who is unable to attend a mandatory meeting shall notify the secretary in writing prior to the meeting. See Article VII, B, 1d. Failure to comply may result in a fee assessed by the Executive Board.

E. 5.

a. Should the hearing result in a fine to be assessed after an official's first warning, the fines will be: 2<sup>nd</sup> offense - \$25; 3<sup>rd</sup> offense - \$50; 4<sup>th</sup> offense member is not in good standing and may be dismissed after being given due process -- Boces would be contacted that the member will not be able to work. Fines will carry over from Girls season into Boys season, since the school calendar year is Sept. 1 to June 30.