

CONSTITUTION AND BY-LAWS OF THE RICE BELT BASKETBALL
OFFICIALS ASSOCIATION

SECTION I

ARTICLE I OFFICERS AND BOARD OF DIRECTORS

- (a) The elected officers of the Association shall be President, Vice President, Secretary-Treasurer-Assignor and 3 to 5 Board of directors.

ARTICLE II Definition

- (a) Quorum: A quorum shall be defined as 51% of the active membership in good standing with the chapter OR the active membership in good standing in attendance at the end of year banquet OR the active membership in good standing in attendance at the mandatory COPE meeting.
- (b) Member in Good Standing: A member in good standing shall be defined as an official that has registered with the state TASO association, passed the required state test, paid all membership dues and assignment fees, and is in compliance with all Rice Belt and State TASO requirements.

ARTICLE III Election of Officers

The election of any office shall be held at a general membership meeting in February or March with a quorum of active members in attendance. The new officers' terms will be April 1 through the end of March each year.

To be eligible to be an officer the member must be in good standing in Katy Rice Belt and TASO Basketball Division. The member must have been an exclusive (not multiple chapters or officiating organizations) Katy Rice Belt member of the chapter for the last 3 consecutive years and a member of TASO Basketball Division the last 4 consecutive years

- (a) The President shall be elected for a two year term beginning April 1 in even numbered years. When the chapter exceeds 250 members the President shall not serve over three consecutive terms
- (b) The vice-president shall be elected for a two year term beginning April 1 in even numbered years.
- (c) Secretary-Treasurer- Assignor will be elected for a term of two years beginning April 1 in even numbered years.
- (d) The Board of Directors will be elected for a term of two years. There shall be a minimum of 3 directors. A director will be elected for each **20** active officials in the chapter as of January 1st of the election year with a maximum of 5 directors. At least half of the directors shall be elected during the even years and the remaining directors shall be elected during the odd years.
- (1) When the membership increases to a number that requires the election of a new board member the new board member will be elected to a 2 year term.
- (2) When the membership decreases to a number that requires that the board of directors decrease its number the correction shall be made within the next two election cycles in order to ensure that all board members are not replaced within the same election year.
- (3) The election cycles for each year shall be implemented as follows:
- (a) When there are 3 board members, then 2 will be elected in the odd years and 1 will be elected in the even years.
- (b) When there are 4 board members, then 2 will be elected in the odd years and 2 will be elected in the even years.

- (c) When there are 5 board members, then 3 will be elected in the odd years and 2 will be elected in the even years.
- (e) Training and Recruiting Coordinator will be appointed by the President with approval by the Officers and Board of Directors as needed.
- (f) If the President is unable to complete his term the Vice President will automatically fill out that term. All other vacancies will be appointed by the president and approved by the board.
- (g) The Chapter, by a two thirds (2/3) vote at a duly constituted meeting at which a quorum is present, may vote to remove from office any officer or board member whose actions or conduct is detrimental to the best interest of the organization. The membership shall have a 15-day notice of any such meeting¹.

ARTICLE III GENERAL

The qualification for membership and the duties of the officer and such regulations as may be necessary and proper for the conduct of business and affairs of the Association shall be provided for in these by-laws.

ARTICLE IV AMENDMENTS

- (a) These bylaws may be amended by submitting proposed changes to the President in writing. The President will submit the proposed changes to the officers and board of directors for comments. If any changes are recommended and approved by a majority of the board members the changes shall be proposed to the membership for vote according to ARTICLE IV (a).
- (b) These by-laws may be amended at any meeting in which a quorum is present and an affirmative vote of two thirds (2/3) of the votes cast, providing that a copy of the amendments proposed shall have been posted on the website and mailed or emailed to each member at least 15 days prior to the meeting at which the vote on the amendment is to be taken.

SECTION II

ARTICLE I PRESIDENT

- (a) The President shall preside at all meetings of the Association and the Board of Directors meetings.
- (b) The President shall conduct all negotiations on behalf of the Association with coaches and schools and shall make every effort to further the policies adopted by the Association.
- (c) The President shall appoint committees needed to carry out the policies of the Association.
- (d) The President shall assign duties to the Board members in order to facilitate the running of the chapter.
- (e) The President shall arrange for an Audit of the books of the chapter each year. The audit may be performed by a member(s) of the chapter that is active, registered, and in good standings or by using a qualified accounting professional with no ties to the chapter.
- (f) The President may assign a reserve(s) to the Secretary-Treasurer-Assignor that must be trained to take over the duties of the Secretary-Treasurer-Assignor in the event the position becomes available before the term expires.

ARTICLE II VICE-PRESIDENT

- (a) The Vice-president shall assume the duties of the President in the President's absence or inability to act.
 - (b) The Vice-president will succeed the President, serving the remainder of the two year term, in the event the President is unable or unwilling to complete their current term.
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ARTICLE III SECRETARY-TREASURER- ASSIGNOR

- (a) The Secretary-Treasurer-Assignor will be responsible for collecting local fees along with all the reports, correspondence, and financial information required by the state office and association membership.
- (b) The Secretary-Treasurer-Assignor is responsible for the overall assignment of officials to games contracted to the Association working under the guidelines of the chapter and TASO policies.
- (c) The Secretary-Treasurer-Assignor is entitled to receive a 4 1/2% game assignment fee from each official for each game.
- (d) The Secretary-Treasurer-Assignor shall conduct negotiations on behalf of the Association with coaches and schools and shall make every effort to further the policies adopted by the Association with the approval of the President.
- (e) The Secretary-Treasurer-Assignor will collect and be paid all pre-assigning and assigning fees directly.

ARTICLE IV ASSISTANT ASSIGNOR

- (a) It is recommended but not required that the assistant assignor(s) not be board member(s) to avoid a potential conflict of interest.
- (b) The Assistant Assignor, if requested by the assignor or required by the board, must be identified to the board 15 days before a vote.
- (c) The Assistant Assignor, if requested by the assignor or required by the board, must have majority board approval at a board meeting where a quorum is assembled.
- (d) The Assistant Assignor works with the Secretary-Treasurer-Assignor and is responsible for the assignment of officials to all the Junior High games under contract to the association.
- (e) The Assistant Assignor receives compensation as agreed upon between the Secretary-Treasurer-Assignor and Junior High Assignor which shall be paid out of the assignment fees.

ARTICLE V BOARD OF DIRECTORS

- (a) The board will approve the pre-assigning fee and the local dues fee that shall be paid by each member to the Secretary-Treasurer-Assignor by a deadline set by the board.
- (b) The BOARD is responsible to work with their fellow officials in answering questions, informing them of meetings and assisting with training along with other duties assigned by the President.
- (c) Each member of the BOARD must attend a minimum of 2 scrimmages.
- (d) At the discretion of the president, the board members, Secretary-Treasurer-Assignor, and Vice-president shall complete task assigned or reassigned to them by the president for the greater good of the chapter. These task may include:
 - (1) Oversight of the training program.
 - (2) Scheduling the training facility and the setup of the training facility.
 - (3) Scheduling the supervisors and officials for each contracted scrimmage.
 - (4) Taking pictures and uploading the pictures of officials for Arbiter and TASO.
 - (5) Updating the website with the most current content.
 - (6) Learn the scheduling system used by the Secretary-Treasurer-Assignor so that they may serve as a backup.

ARTICLE VI TRAINERS

- (a) The Trainers shall be appointed by the President with Board Approval.
- (b) The trainers are responsible for developing and implementing the overall training programs for all officials in the Association. Training should be a part of every meeting.
- (c) Each trainer must attend a minimum of 2 scrimmages.

ARTICLE VII RECRUITING COORDINATOR (APPOINTED BY THE BOARD OF DIRECTORS)

ARTICLE VIII REGISTRATION AND DUES

- (a) Membership year shall begin annually on April 1st and end on March 31 the next year following.
- (b) State dues for membership shall be established by the state association, each official will submit their dues to the state association on a timely basis.
- (c) Local dues for membership shall be established by the Association and any changes requires a 2/3 approval of the membership present when voted upon with the entire membership given at least fifteen (15) days notification to all members regarding the requested change. Currently dues are sixty dollars (\$60) to be collected by the Secretary-Treasurer-Assignor on an annual basis.
- (d) A member must attend a minimum of 50% of the general meetings to be in good standing. Members not attending the required meetings shall not be eligible for post-season or UIL assignments and shall not be in good standings for the following season until all fines are paid.
- (e) Dual Members: Primary chapter is a TASO chapter other than Rice Belt, and a TASO member, but pays Rice Belt Local Dues. They must meet the same criteria as any other member.
- (f) Dual Members may vote on all chapter activities if they are active, registered, and in good standing, but may not hold any Rice Belt Office. Post season activity eligibility is the same as a primary Rice Belt member.

ARTICLE IX UNIFORMS

- (a) The membership will follow the uniforms requirements of the NFHS except where the state association has set a uniform exception.
- (b) Any member not following those requirements will be deemed not in good standing with the association.

ARTICLE X OFFICIATING AND MILEAGE FEES

- (a) The Association will follow the UIL and TAPPS guidelines for officiating fees. The Association urges officials to ride together to save mileage charges to the school.
- (b) The Associations will set the fees for tournaments and mileage in accordance with UIL guidelines.

ARTICLE XI OFFICIATING PROCEDURES

- (a) All members shall conform to the mechanics and procedures as prescribed by the state association.

ARTICLE XII MEETINGS

- (a) The Association will hold a minimum of 8 meetings annually and for a member to be in good standing they must attend a minimum of fifty percent of the meetings.
- (b) The Association will hold at least one mandatory COPE meeting in addition to the meetings in Article XII (a).
- (c) The board of directors will meet a minimum of five times per year to conduct business.
- (d) The officers and board of directors must attend a minimum of 2/3 of the meetings called in order to remain in good standing.
- (e) Any business conducted at a meeting requiring a vote, must have a majority vote of the officers and board member's present at such meeting to be valid.

ARTICLE XIII PLAYOFF QUALIFICATIONS

- (a) To be eligible for post season playoff a member must:
 - (1) Be a member in good standing of the Rice Belt Chapter and TASO.
 - (2) Meet any state UIL, TASO, or TAPPS requirements including test scores.
 - (3) Call at least twenty (25) Varsity games during the current season with at least 15 being regular season nights and work a minimum of 2 nights of Jr. High games to train younger officials.
 - (4) These are the minimum requirements and may be changed by the board and officers and posted on the Rice Belt Chapter Website. No change is required in the bylaws for this action.
 - (5) Work a minimum of 2 scrimmages.
- (b) A rating system will be used to qualify officials meeting qualifications for post season games that includes a ranking system by fellow officials and board members and other criteria established by the

Association and reviewed by a committee consisting of the President, Secretary-Treasurer-Assignor, and the Board of Directors, it also will be the criteria for submitting names to the UIL for post season consideration

ARTICLE XIV FINES AND PENALTIES

- (a) The association has established the following fines and penalties :
 - (1) A member canceling a **Varsity Game** assigned and having been accepted shall pay a fine of \$5.00 per game.
 - (2) A member canceling a **Sub-Varsity or Middle School Game** assigned and having been accepted shall pay a fine of \$3.00 per game.
 - (3) Fifteen dollars (\$15) per game for failing to appear at a contracted game(s) and twenty five dollars (\$25) per game for the second offense. The second offense will also eliminate that official from being eligible for post season play. The official may request a hearing before the board to be reconsidered.
 - (4) Five dollars (\$5) fine for canceling a game within 12 hours of game time and a (\$7.50) within 6 hours of game time. Note sickness and work related issues will be taken into consideration on an exception basis.
 - (5) If four of these fines are encountered during the year the official will not be eligible for post season games.
- (b) All fines must be paid within seven days of missing or canceling a game to the Secretary-Treasurer-Assignor or future games for that official may be canceled until the fine is paid.

ARTICLE XV ADMINISTRATIVE

- (a) Members who fail to comply with the provisions of the constitution and by-laws may be regarded as obstructing the best interest of the Association, and after due notice and hearing, may be fined, placed on probation or suspended.
- (b) Members may appeal disciplinary action taken by the Association, under the Ethics Procedures as adopted by the Texas Association of Sports Officials Board of Directors. Members who appeal disciplinary action taken by the Associations shall abide by the decision of the Texas Association of Sports Officials Ethics Committee.
- (c) Assignment of officials to regular season games:
 - (1) All officials are assigned by the Secretary-Treasurer-Assignor or an assistant assignor(s) approved in ARTICLE III (c).
 - (2) The assignments will be e-mailed to each official and the official will acknowledge acceptance or rejection in the Scheduling System (Arbiter). Schedules will be kept in the online scheduling system.

ARTICLE XVI GRIEVANCES

- (a) If an official has a grievance against another official, they shall file it with the Secretary and it will be heard by the entire board of directors and a decision will be rendered to determine what disciplinary action if any is needed
- (b) If a coach, files a grievance against an official other than requesting that official be on their scratch list, the grievance shall be given to the secretary and the board will hold a hearing on the matter. The board's decision will be in writing to the coach and official along with the school's athletic director for which the coach works. Any appeals will have to be made to the state association.