

2017 SNOA Baseball Umpires Manual

Eligibility

Anyone 18 years or older, who has completed High School, is eligible to officiate High School Baseball.

Assignments are a privilege and not a right through registration, thus they will be earned. Officials new to SNOA Baseball will be evaluated ASAP to insure they receive games, if available, commensurate with their abilities.

Evaluations

SNOA By-Laws require that each official receive a written evaluation within a three year period, and kept on file for two years.

The SNOA Baseball Board will continue to endeavor to provide at least one written evaluation per year. It is therefore imperative to inform the assignor if you have not received an evaluation at the half way point of the High School season.

SNOA Baseball uses the Arbiter Sports system for evaluations. Baseball officials are expected to officiate all games as if they are being evaluated. Evaluators are appointed by the Assignor and the Baseball Board.

Ratings

There will be a minimum of one meeting attended by members of the Baseball Board, Assignor, and Instructor to provide a numerical evaluation to each active member of SNOA Baseball. Factors determining these ratings are game evaluations, feedback from school officials, coaches, fellow officials, disciplinary actions, and professional use of the Arbiter system.

Although every attempt will be made to insure that evaluations are as objective as possible, a member in good standing may appeal his rating to the Baseball Board in person or writing. The appeal will be addressed prior to, or after a scheduled meeting within 30 days of the appeal.

Compensation

While some may have individual liability/health insurance, the NIAA requires 100% participation in a group plan. More information can be found at www.dissingerreed.com/nfhs/officials

The present cost is \$17.00 per year, which covers all SNOA assigned games.

The NIAA requires a background check each year at the cost of \$9.50.

The NIAA requires a facial picture of each official to be posted on ArbiterSports.com in order to be assigned games.

Compensation for games and travel is set by the NIAA and contracted for with the Clark County School District and the member schools of the NIAA and are subject to change.

Deductions for per sport dues (SNOA) and rule book kits are usually deducted the first pay period.

Administration fees per game will be deducted each pay period.

Specific compensation information can be found at snoaofficials.com.

Fines

A list of fines has been issued for all SNOA officials by the Board of Control.

The fine schedule includes turn backs, "day of" turn backs and "no show" for assigned games, switching or accepting game assignments from other officials than the assignor or assistant assignor

Uniform fines include failure to wear the authorized uniform, including SNOA hats, during a game, and failure to remove uniform and wearing it in a public place.

Fines for failure to be dressed and ready to perform 15 minutes before scheduled game time or reporting after the scheduled game times are included in the SNOA Fine Schedule, which can be found on the SNOA website under Resources.

The Baseball Board has added a \$25 fine for failing to notify the assignor, or his assistant, when a partner has been unreachable and has failed to appear 15 minutes before game time.

The use of cell phones or hands free devices on the field is prohibited, and will result in a single game fee fine.

From time to time, complaints may be registered with SNOA. To address these issues, hearings may be scheduled before or after normally scheduled meetings, unless the infraction is of a serious nature that needs to be addressed immediately. Complaints during the non- High School season will be addressed when and where appropriate.

Any Baseball Official is expected to answer all questions truthfully when called before any SNOA board/Committee. Failure to do so may lead to disciplinary action.

Appeals for actions taken by the Baseball Board may be brought to the SNOA Appeals Committee. Further provisions regarding appeals may be found in the SNOA By - Laws.

Conflicts

No SNOA Official shall officiate a contest where a family member is a participant, or the official has a personal or business affiliation with the coach, team or school.

Officials are instructed to avoid any appearance of impropriety.

Fraternization

All officials shall avoid excessive and unnecessary conversations with players, coaches, and fans during the progress of the game. Should a fan become unruly and hamper the official's ability to execute their duties, a school administrator shall be called to deal with the situation.

Uniforms

Games are to be officiated in uniforms that are clean, and pressed. Plate shoes are required for work behind the plate and base shoes are to be utilized for field work. All shoes are required to be black as well as cleaned and polished. (Manufactures logos are permitted)

Hats should not be faded. Adjustable hats are not permitted. Fitted or Flex hats are standard. Colors are Black, or Blue and shall match partner's hat. Hats shall bear the SNOA logo.

All crews shall have matching umpire shirts. Navy Blue is the NFHS default color. For the SNOA umpires, the default colors are Black or Light Blue. Variations are permitted as long as both umpires match. No decals or numbers are permitted, the American Flag is permitted, and encouraged.

All varsity level games are to be officiated in charcoal or heather grey pants. Socks shall be black. Umpires should not wear jewelry on the field.

Duties

Officials are expected to attend all meetings and mandatory clinics. Officials will be held responsible for all information that is disseminated at the meetings and clinics.

Officials are expected to communicate with their partner, (via phone, text, or email), minimum of 24 hours prior to the in town game time. For out of town contests, partners shall be contacted no later than 48 hours prior to the contest. It will be the responsibility of the driver to contact the out of town school to confirm the site and starting time of the game. Failure to do so may result in loss of game/travel pay or possible disciplinary action.

Officials shall meet at a designated location 30 – 45 minutes prior start of in town games. Officials shall enter and leave the playing confines together.

Officials are expected to enforce NFHS rules in an equitable manner.

Insure that ejection/incident reports are conveyed to the assignor and the NIAA Commissioner for Southern Nevada immediately via phone, text or email. A follow up official report is required within 24 hours.

All turn backs of games shall be conveyed to the assignor via phone or text.

All officials are expected to stay informed of infractions that may lead to loss of membership, which can be found in the SNOA/NIAA By-Laws. (Pages 15-16 of SNOA By-Laws)

The NFHS Exam will be taken on line.

Failure to adhere to the duties listed above may lead to loss of games and/or playoff assignments.

Alcohol/Tobacco

The use of all tobacco products on school premises is prohibited.

No alcoholic beverages shall be consumed by officials less than 12 hours prior to game time or consumed on school grounds at any time.

Playoff Qualifications

Must be a member in good standing with SNOA.

Must be a voting member of SNOA

Must have attended a minimum of 5 meetings. Clinics may be substituted as a meeting at the discretion of the Baseball Board. Officials residing outside the metropolitan area will be required to attend 4 meetings/clinics. College officials, whose college schedule precludes attending scheduled meetings may substitute 5 non paid evaluations, presented to the Baseball Board. (No mixing of meetings/evaluations.)

Must score 90% or better on the NFHS Baseball Exam.

Must be approved by the SNOA President and NIAA Commissioner.

Assigning Guidelines

No official shall be assigned a varsity level game if they have not taken and passed the NFHS Baseball Exam with a minimum score of 80%. Exam must have been taken and submitted prior to the cutoff date set by the Baseball Board and Assignor before the start of the season.

Varsity games shall be assigned beginning with the highest rated officials and continue to assign in descending order until all games are filled.

Officials will continue to officiate throughout the season at their assigned rating.

The ability to travel to various sites and flexibility to meet the varying game times.

Consideration will be given to officials who have provided their services in prior years.

Allegiance to SNOA and SNOA Baseball

The ability to utilize their Arbiter Calendar, including but not limited to day and weekly blocks, excessive declines or letting assigned games expire, turn backs, and accessing Arbiter Sports on a timely basis.

Assignor Duties

The Assignor will be knowledgeable of provisions listed in the NIAA/SNOA by-laws plus all directives listed in the SNOA Baseball Manual.

All games will be assigned and accepted via ArbiterSports.com

All game assignments shall be based on the latest available Baseball Ratings. The Assignor shall insure the ratings are properly loaded into ArbiterSports.com and will not be changed unless directed by the Baseball Board.

The Assignor shall insure that any and all fine violations listed by SNOA By-Laws and /or SNOA Baseball Manual be immediately forwarded to the Baseball Board for appropriate and timely action.

Grievances/Complaints channeled through the Assignor shall be forwarded to the Baseball Board on a timely basis, based on the severity of said grievance/complaint.

The Assignor will return phone calls, text messages, and emails from school officials, coaches, and SNOA officials within twenty four (24). Ejection reports are to be forwarded to the Commissioner, Instructor, and Board Members immediately.

All evaluation reports received by the Assignor will be forwarded to the Instructor and Baseball Board when they become available.

The Assignor will work closely and effectively with the Baseball Board member serving as his back up.

Instructor Duties

The Instructor will insure that all NFHS rule changes and points of emphasis for the ensuing season are conveyed to the membership.

Insure that officials are aware of any NIAA rule adoptions.

Instruct the membership on NFHS rules utilizing the rule book and case book, and when possible the use of instructional videos.

Convey to the membership the NFHS guidelines regarding lightning disturbance, communicable disease and concussion protocol.

Inform officials of the proper umpire mechanics, both 2 and 3 man. When NFHS mechanics are deviated from, insure officials are informed of the source. (CCA Umpire Manual)

Provide field clinics before and/or during the season to insure that officials are educated on proper umpiring techniques.

Assist Baseball Board in determining the ratings of officials for the coming season.

Assist in naming evaluators for the coming season and insuring the evaluations are forwarded to the Baseball Board.

Forward any evaluations from coaches to the Baseball Board.

Assist the Assignor and Baseball Board to insure that each official receives a minimum of one written evaluation per year.

Baseball Board Duties

Maintain Official's Manual and insure it details all relevant policies and procedures, including those covering rules and mechanic variations, assigning, discipline, and evaluations/ratings.

Annually prepare the list of officials eligible to officiate playoff assignments and recommend assignments to the Commissioner, with the advice of the Assignor.

Supervise and when necessary, appoint or remove the Assignor or Instructor.

Work to expand the opportunities for baseball officials to work outside High School Baseball.

The Board will cause evaluations and rating of officials to occur in accordance with the approved Baseball Manual.

Maintain a list of active member meeting attendance and provide that list to the association secretary at the end of the season

Convene at least 5 times a season or as directed by the chair person.

All Baseball Board Members are expected to attend the monthly All Sports Board Meetings.

A more detailed account of the above duties can be found on pages 4 – 5 in the SNOA By-Laws.