

***NIAA OFFICIALS ASSOCIATION CONSTITUTION***



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CONSTITUTION***

*As Approved June 24, 2015 by NIAA Board of Control*



## PREAMBLE

*This Constitution is for the general purpose of organizing High School sports officiating in the State of Nevada. There are three constituent groups: (1) The Nevada Interscholastic Activities Association, managed by the Executive Director under the direction of a Board of Control, which shall be represented by one or more regional Commissioners. (2) The schools that are members of the NIAA and participate in sporting events, athletic competitions and other interscholastic activities under the auspices of the NIAA. (3) One or more NIAA sanctioned Officials Associations.*

### **1.000 PURPOSE**

1. *To unite all members of NIAA Sanctioned Officials Associations.*
2. *To require study of rules and officiating mechanics and to encourage discussion of their intent for uniform interpretations.*
3. *To cooperate with the National Rules Federations for the advancement of athletics.*
4. *To progressively improve and elevate the officiating standards of NIAA sanctioned official associations.*
5. *To render a more efficient service to NIAA Member Schools.*
6. *To encourage and create opportunity for men and women interested in becoming qualified member officials.*
7. *To set standards for proper conduct of players, coaches, officials and spectators and guidelines to address problems during any contest involving member schools of the NIAA.*

## **1.100 ORGANIZATION**

### **1.110 COMMISSIONERS**

1. *In accordance with the provisions of this section, one or more persons shall be designated as Regional Commissioner for the 3 (three) geographic regions of the State of Nevada.*
2. *Member Schools and/or the appropriate sport Officials Association(s) within the region shall recommend to the Executive Director persons interested in the Commissioner position.*
3. *The Executive Director will interview the applicants and with approval of the NIAA Board, shall appoint the Regional Commissioners.*
4. *In the event that more than one Commissioner is appointed in a Region, these provisions shall be applied with reference to the sport or sports for which that Commissioner has been appointed.*

*The Commissioners shall, within their respective geographical regions:*

1. *Be selected by the process outlined above.*
2. *Be generally a liaison and point of contact between the NIAA, its Member Schools and all NIAA sanctioned Officials Associations.*
3. *Implement NIAA approved registration procedures of (sport) officials for all NIAA sanctioned Officials Association(s) for that region.*
4. *Make available to each registered official a copy of the **NIAA Handbook**, **NIAA Officials Association Constitution**, and a copy of the current **Agreement** between NIAA Member Schools and the sanctioned Officials Associations of the NIAA.*
5. *Notify officials at least 15 days in advance of the date, time, location and procedure for taking sport officiating examinations.*
6. *Notify member schools / respective sport coaches at least 15 days in advance of the date, time and location of annual pre-season rules clinics.*
7. *Receive from each sanctioned Officials Association a list of persons who have satisfactorily passed examination of rules knowledge and officiating mechanics.*
8. *Confirm that all individual NIAA registered officials and all sanctioned association registration and payment requirements have been properly submitted to the NIAA.*
9. *Provide the sanctioned Officials Associations in the region with a complete schedule of events (by sport) as provided by the member schools / leagues.*

10. *Notify the appropriate Officials Association immediately of any schedule changes and ensure that officials are duly notified of rescheduled, cancelled and added events.*
11. *Make necessary reports as determined by the Executive Director of the NIAA.*
12. *Receive complaints from Officials Associations or Member Schools in writing.*
13. *Investigate all complaints, have the authority to mediate a resolution at the regional level, submit recommendations to the NIAA if the complaint cannot be resolved at the regional level.*
14. *In conjunction with recommendations of the governing board of each Officials Association, the Commissioner shall approve regular and post-season officiating assignments.*

### **1.120 MEMBER SCHOOLS**

1. *Require coaches to attend the annual pre-season rules clinics in their respective sport when called upon to do so by the Regional Commissioners and/or NIAA Executive Director. Failure of any school to have a representative in attendance at these rules clinics will forfeit their schools opportunity to use the deletion process as stated in #9.*
2. *Only NIAA registered officials shall officiate interscholastic contests within the state involving a Member School. (See exception #7)*
3. *It is highly recommended by the NIAA that member schools use officials having current membership in a sanctioned officials association in freshman and junior varsity games.*
4. *Make every attempt to provide officials with facilities appropriate for the number of officials and the sport, to change clothes, shower with hot water and conduct pre-and post-game meetings.*
5. *Provide officials with appropriate security at the game site.*
6. *Designate a Site Administrator for each contest, who shall be responsible for the site / facility condition and the maintenance of proper order and decorum before, during and after contests. The Site Administrator shall identify him or herself to the officials on their arrival at the game site and shall be readily available to the officials before, during and after the contest.*
7. *No school employee may officiate at any varsity football, soccer, basketball, baseball, softball, volleyball, wrestling or diving contests in which his school is participating – which thereby excludes cross county, golf, tennis, track & field and swimming. At those areas or in those circumstances where the sanctioned officials association cannot furnish or supply officials for a contest and no other registered NIAA official(s) is available, employees of either of the schools involved may officiate a contest by mutual consent of participating schools.*

8. *No relative of a participating athlete or coach may officiate at any varsity football, soccer, basketball, baseball, softball, volleyball, wrestling or diving contests in which his school is participating – which thereby excludes cross country, golf, tennis, track & field and swimming. At those areas or in those circumstances where the sanctioned officials association cannot furnish or supply officials for a contest and no other registered NIAA official(s) is available, a relative of a participating athlete of any of the schools involved may officiate a contest by mutual consent of participating schools.*
9. *Member Schools may delete a maximum of two officials in any one sport. A deletion shall apply to all levels of the specific sport and season for which it is submitted and shall expire at the end of that season. All deletions must be submitted in writing by the principal to the Executive Director of the Nevada Interscholastic Activities Association. A specific explanation must accompany the request. All deletions must be submitted 7 days prior to the first scheduled contest. This rule does not apply to post-season competition.*
10. *It shall be the responsibility and duty of principals, coaches, faculty members and all other official representatives of Member Schools in all interscholastic relations to practice the highest principle of sportsmanship and ethics in competition. The NIAA Board of Control shall have authority to penalize any Member School whose representatives may be adjudged upon competent evidence to have violated this obligation.*
11. *Disqualification Procedures:*  
*In accordance with NIAA Regulation NAC 386.843, a contestant disqualified by a game official because of a flagrant or unsportsmanlike conduct in connection with any interscholastic contest, shall be ineligible for the next scheduled contest. It is the responsibility of the administration of the school to enforce this provision, and if the unsportsmanlike or inappropriate behavior warrants additional disciplinary action the administration may rule the coach or player ineligible for a longer period of time.*
12. *Respect for authority:*  
*Authority vested in the contest officials must be respected and upheld. If an act or threat of violence, physical or verbal, is committed against the person of a game official by a fan, student, player, coach or faculty member of the school during any interscholastic activity, the principal of the school shall make a report within 24 hours to the Executive Director giving complete details of the incident, the names of the parties involved and what corrective action has been taken.*
13. *Member Schools shall provide to the Regional Commissioner a final schedule of contests no less than 60 days prior to start of season for the sport involved. Changes to the final schedule should be kept to a minimum; however each Member School shall immediately*

*notify the Commissioner of any change, deletion or addition in the schedule. Due regard to local weather conditions may be had in compliance with this provision*

## **1.130 OFFICIALS ASSOCIATIONS**

*Officials Associations shall:*

- 1. Be properly sanctioned by the NIAA per the requirements listed in 2.0 NIAA OSA – Sanctioning of Officials Associations.*
- 2. Develop and operate under approved association Bylaws.*
- 3. Provide registered members with rules book, officials manual and casebook and other instructional materials (cost of materials to be paid by the association or its individual members).*
- 4. Administer an annual examination of rules knowledge / mechanics to each member official for that particular sport.*
- 5. Conduct annual clinic(s) for the advancement of rules knowledge, officiating mechanics and related instruction in officiating techniques according to the training plan adopted by the officials association.*
- 6. Provide the Regional Commissioner with a list of those individuals who have satisfactorily passed, as determined by Association bylaws, an annual examination (see #4) of rules knowledge / mechanic for the sport involved.*
- 7. Be responsible for assigning officials to all interscholastic contests, both league and non-league, in all recognized sports for which officials are needed by the Member Schools in the region.*
  - A. When assigning officials, only NIAA registered officials shall officiate interscholastic varsity contests involving a member school.*
  - B. Any administrative fees for scheduling or assigning shall be agreed upon by the Member Schools and the sanctioned Officials Association.*
- 8. In conjunction with the Regional Commissioner, the governing board of each sanctioned Officials Association shall provide a list and recommendation of Officials for post-season officiating assignments.*
- 9. Each sanctioned Officials Association shall meet not less than five times prior to and during the respective sport season. The time and place of the meetings will be determined by the Association. Attendance at such meetings shall be satisfactory as determined by Association as provided in its' By-laws.*

- A. *Local Officials Associations may adopt such qualifications for membership, as they deem appropriate, provided that they are no less stringent than those contained herein.*

### **1.200 OFFICIALS MEMBERSHIP**

1. *Unless otherwise stated in association bylaws, each official shall be required to take and pass the prescribed examination with a score of not less than 70% before being eligible to officiate.*
2. *Each official must be covered by a liability insurance policy with a minimum of \$1,000,000 protection.*
3. *Transfers from other state associations must have completed a current examination prior to being registered.*
4. ***\* As part of the NIAA official's registration process, each official shall be required to consent to a background check before being eligible to officiate. \*(Approved by NIAA Board of Control June 24, 2015)***
5. *Each Officials Association may establish such other requirements for membership, as it deems necessary or appropriate.*

### **1.300 LOSS OF MEMBERSHIP**

1. *The sanctioned Officials Associations' governing board with the Regional Commissioners' approval shall be the authority in determining loss or suspension of membership.*
2. *Some of the reasons for loss of membership may include:*
  - A. *Failure to remain in good standing by nonpayment of dues prior to the start of the sport season.*
  - B. *Failure to attend the prescribed meetings.*
  - C. *Unprofessional or unethical conduct on or off the field.*
  - D. *Open criticism of other officials, coaches, players or administrators except in the prescribed manner at Association, Chapter or NIAA Board of Control meetings.*
  - E. *Use of intoxicating beverages or illegal substances within twelve (12) hours prior to the officiating assignment.*
  - F. *Withdrawal from officiating and/or failure to meet scheduled assignments without a valid reason.*
  - G. *Officiating a contest in which he/she is an employee or spouse of an employee of a participating school or relative of a participating athlete or coach, which will, at minimum, impose a suspension for the remainder of the year.*

**\*\* NOTE: Any loss of membership may be appealed to the Executive Director of the NIAA for review.**

3. *Registration with the NIAA as an Official shall be denied or revoked with respect to any person who has been convicted of:*
  - A. *A felony crime involving the use, possession or sale of a controlled substance;*
  - B. *A misdemeanor or felony crime of domestic violence as defined in the Omnibus Consolidated Appropriations Act of 1997 (Pl. No. 104-2981, 110 Stat. 3009); or a gross misdemeanor or felony crime involving contributing to the delinquency of a minor, sexual misconduct involving a minor or any other such crime involving a minor which includes moral turpitude as one of its elements.*
  
4. *Any person whose registration is denied or revoked on one or more of the foregoing grounds may appeal such adverse action to the NIAA Board of Control in writing within thirty (30) days of such adverse action. The Board of Control may grant or reinstate the said individual in cases where extenuating and/or mitigating circumstances establish that the person is not a current risk to minors. The Board of Control may establish such limitations and restrictions as it reasonably deems necessary to safeguard the best interests and welfare of minors. The decision of the Board of Control is final and binding. The Board of Control may delegate its responsibilities under this provision to the Executive Director of the NIAA.*

#### **1.400 DUES**

1. *Dues may be assessed to sanctioned Official Associations and/or their members to affiliate with the state association.*
2. *Officials Associations may charge members a dues assessment to conduct the business of that Association.*

#### **1.500 FEES**

1. *Fees and mileage paid officials shall be set by mutual agreement / contract between Member Schools and sanctioned Officials Associations.*
2. *The NIAA shall set Officials fee schedules for all NIAA post-season events.*

#### **1.600 UNIFORMS**

*The official uniform shall be that prescribed by the National Federation governing the sport or, when allowed by the rules of the game as established by the NFHS, as determined by the sanctioned Officials Association for the sport, provided that any uniform other than that prescribed by the NFHS shall maintain*



*the dignity and professionalism of the official and shall be readily available from common suppliers of official's uniforms and further that the uniform for state tournament or play-offs shall be that prescribed by the NFHS unless all members of the officiating crew consent.*

### **1.700 CONDUCT OF MEMBER SCHOOLS AND OFFICIALS**

- 1. Conduct shall be in accordance with the regulations stated in the NIAA Handbook, the current Agreement between the Member Schools and the sanctioned Officials Associations and particularly this Constitution of the Nevada State Officials Association.*
- 2. Each Member School and/or Official, when requested by the Executive Director or the Regional Commissioners, shall be required to submit a written report of any incident involving a Member School or Official during a scheduled contest.*

## **2.000 NIAA – SANCTIONING OF OFFICIALS ASSOCIATIONS**

### **2.100 SANCTIONING IS MANDATORY**

*All Officials Associations are to be sanctioned on a "by sport" basis*

*All Officials Associations seeking to contract and provide officiating services to NIAA Member Schools must submit a fully completed NIAA form "NIAA 2.0 OAS" - Officials Association Application for Sanctioning each year with the NIAA. This form is available on the Forms Page of the NIAA website. ([www.niaa.com](http://www.niaa.com))*

*All officials associations seeking to contract and provide officiating services to NIAA Member Schools must have Officials Association Application for Sanctioning approved by the NIAA Board of Control before being permitted to enter into the Agreement Between the Member Schools and the NIAA sanctioned officials associations or assign officials to athletic contests in which NIAA member schools participate.*

*Member schools may contract only with officials associations currently sanctioned by the NIAA.*

*A list of NIAA sanctioned officials associations will be distributed annually to all NIAA member schools.*

### **2.200 RENEWAL OF EXISTING SANCTION**

*Officials Associations sanctioned by the NIAA in the preceding school year, provided they are in good standing with the NIAA, shall be renewed if they meet the following criteria:*

*An association requesting renewal of sanction must properly complete and return Form (NIAA 2.0 OAS-R) -Officials Association Application for Sanctioning - Renewal. This form is available on the Forms Page of the NIAA website. ([www.niaa.com](http://www.niaa.com))*

*An association requesting renewal of sanction must have on file with the NIAA a copy of the IRS letter showing the association's name and the taxpayer identification number assigned (if applicable) to that name as well as a current copy of its organizing documents (Constitution and Bylaws).*

*The total number of member officials in the sport(s) for which an association is requesting renewal of sanction must meet or exceed the NIAA's minimum membership requirements as set forth in **MINIMUM MEMBERSHIP REQUIREMENTS**. Associations that do not meet the minimum membership requirement in a specific sport will not be sanctioned in that sport.*

*An Officials association sanctioned by the NIAA in the preceding school year requesting sanction in a sport for which it was not sanctioned during the preceding school year must meet the criteria outlined in **REQUESTS FOR NEW OR ADDITIONAL SANCTIONS** in the sport for which a new sanction is being requested.*

## **2.300 REQUESTS FOR NEW OR ADDITIONAL SANCTIONS**

*Officials Associations that were not sanctioned by the NIAA in the preceding school year may be sanctioned by the NIAA if they meet the following criteria:*

*Such an association must successfully demonstrate to the NIAA's satisfaction the need for a new or additional association in its sport in that geographic area.*

*Such an association must properly complete and submit NIAA form "NIAA 2.0 OAS" - Officials Association Application for Sanctioning.*

*Such an association must have a unique name (i.e. one that is not already used or similar to one being used by a currently sanctioned association) and adopt and submit a proposed Constitution and/or Bylaws. The submitted Constitution and/or Bylaws must contain provisions for election of officers, details of training and recruitment programs, procedure(s) for assigning member officials to contests, procedures for recommending member officials for league / region / state assignments and a procedure for addressing grievances made by member officials.*

*Such an association must provide to the NIAA a copy of the IRS letter showing the association's name and the taxpayer identification number assigned to that name.*

*Note: Final approval of sanctioning will not be forthcoming until the NIAA has received a sufficient number of approved NIAA official registrations (see [MINIMUM MEMBERSHIP REQUIREMENTS](#)) designating the applicant Officials association as the PRIMARY association.*

*Applicant associations that do not meet the minimum membership requirement in a specific sport by the specific date as determined by the NIAA will not receive final approval of sanction in that sport.*

*In the event final sanction is not approved or withheld, individuals listing a non-sanctioned association as their PRIMARY association will be notified by the NIAA and asked to resubmit their Officials Registration Application.*

## **MINIMUM MEMBERSHIP REQUIREMENTS**

*In order to receive and/or renew a sanction for a given sport, officials associations must meet the following minimum membership requirements:*

*For consideration to become sanctioned in the sports of baseball, soccer, softball, swimming, track & field, volleyball and wrestling, a minimum of 7 registered officials is required.*

*For consideration to become sanctioned in the sports of football and basketball, a minimum of 25 registered officials is required. Officials Associations are to be sanctioned on a "by sport" basis, and membership totals in each sport will be computed as described below.*

***For sanctioning purposes, total membership in an Officials Association shall be defined as the total number of officials registered with the NIAA who have designated on their submitted Officials Registration Application their PRIMARY Officials association in the specific sport(s) for which an association is seeking to become sanctioned.***

***Officials registered with a sanctioned Officials Association in one sport will not be counted in another sport unless they are also registered in that sport.***

***Membership registration totals shall be computed by the NIAA using NIAA approved registration method(s).***

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To be submitted as informational item at NIAA Board of Control June 24, 2015 meeting

Approved by NIAA Board of Control: \_\_\_\_\_