

LAKE CHARLES AREA BASKETBALL OFFICIALS ASSOCIATION

EFFECTIVE, Januray 20, 2013

ARTICLE 1 **MEMBERSHIP**

Section I. Initial Membership Requirements

- A. Membership applicants must be 18 years old and a high school graduate or 21 years old if the applicant did not graduate high school. The Executive Committee has the authority of deny membership to any applicant where the committee feels that because of character or behavior the applicant's membership would jeopardize the integrity of the association
- B. If the applicant comes in with prior experience the committee will secure verification of the applicants experience, character, ability and competence.
- C. All new members, transferring or returning members after more than a one-year absence, there will be probationary first year. With permanent status being granted automatically the following year unless any permanent member initiates an objection. If an objection is raised then the decisions rests with the executive committee.

Section II Membership Standards

- A. Members eligible to officiate High School Varsity games are those members who meet the requirements as set forth by the Louisiana High School Athletic Association for the current year.
- B. All members are eligible for other sub-varsity contests as long as the member meets the requirements of the governing body of the entity hosting the contest.
- C. Members shall not consume any alcoholic beverages (including beer) the day of a game until all of their contest official duties have ended for that day. Officials shall not consume alcohol at any time in an official's uniform. Violation of the alcohol provisions shall be just cause for immediate dismissal at the discretion of the executive committee, in accordance to Article VII
- D. Any member who commits any act deemed detrimental to the association may be probated or expelled by the executive committee, in accordance to Article VII

ARTICLE II **COMISSIONER**

Section I. Election of Commissioner

- A. -The commissioner as referred to herin is the person whom is given the authority to assign varsity games whom is selected according to the bylaws of the Louisiana High School Athletic Association

Section II. Duties of Commissioner

- A. The commissioner shall assign all contest officials to schools serviced by the association as set forth by the by-laws the association and the Louisiana High School Athletic Association.
- B. It will be his duty along with the executive committee to recruit, train, observe and evaluate members of the association.
- C. It shall be his duty to make every effort to correct justifiable grievances presented to the Grievance Committee if deemed necessary by the Grievance Committee.

ARTICLE III
OFFICERS

Section I. President

- A. The President shall preside at all meetings of the association. He shall conduct all negotiations on behalf of the association with the assistance of the executive committee and should make every possible effort to further the policies adopted by this association. The president, with assistance of the executive committee will determine any and all committees formed for the association.
- B. The President shall assign games in the absence or disability of the Commissioner

Section II. Vice-President

- A. The Vice-President shall perform the duties of the President in his absence or inability to act or perform any other duties appointed by the president or executive committee.

Section III. Secretary-Treasurer

- A. The Secretary-Treasurer shall keep the minutes of all meetings of the association and the executive committee. He shall send out all notices, preserve all records, and have charge of the necessary printing and publications ordered by this association. He shall have charge of the collection and disbursement of all dues authorized by this association into one fund from which disbursements authorized by the Executive shall be made. He shall carry the funds of the association in a bank in the name of the association shall issue and sign checks on this fund.

Section IV. Executive Committee

- A. The Executive Committee shall be composed of the Commissioner, President, Vice-President and the Secretary-Treasurer and the Greivence Committee
- B. The Executive Committee shall act in an advisory capacity to the President.
- C. The Executive Committee shall have full power to adopt all regulations to govern its own deliberations.
- D. The Executive Committee shall have full power to act and pass on all matters of business pertaining to the association.

Section V. Election of Officers

- A. Officers of the association will be elected bi-annually in odd numbered years
- B. Candidates are elected when one person obtains a simple majority of votes cast
- C. Terms of officers shall begin in April following the election and shall be for two years and shall end on the last day of March following the next odd year election.
- D. Officers may serve consecutive terms of office.
- E. Electronic online voting may be used for the election of officers
- F. The executive committee shall set the election calendar dates to consist of the following periods:
 - 1. Nomination Period: Members may nominate people for office
 - 2. General Election: all who were nominated and accepted nomination are on the ballot
 - 3. Runoff Electon: top two candidates when no one received simple majority of votes cast
- G. In the event of an officer not being able to serve his/her complete term of office, the executive committee has the authority to appoint a member in good standing to serve the remainder of the term.

ARTICLE IV
COMMITTEES

Section I. Grievance Committee

- A. The Grievance Committee shall be composed of a member of each of the following groups:
 - a. 0-5 years experience
 - b. 6-10 years experience
 - c. 10 years and above experience

- B. The Grievance Committee shall receive grievances, disputes and problems any member wishes to present to the association officers or commissioner.

Section II. The Commissioner will designate the following duties

- A. Director of Mechanics shall be an experienced official who understands the mechanics set forth by the Louisiana High School Athletic Association and the National Federation of High Schools. He will be responsible for making sure the association is using the proper mechanics and in clarifying the use of mechanics in particular game situations.
- B. Rules Interpreter will be an experienced official who has mastery of the Louisiana High School Athletic Association and the National Federation of High Schools. He will clarify any rule questions an official or the association may have.
- C. Any other committees may be formed as necessary at the discretion of the President or the Executive Committee

ARTICLE V
MEETINGS

Section I. Meetings

- A. The meeting Schedule will be set by the Executive Committee each year as to day of week and time of each meeting.
- B. Order of Meeting shall be
 - a. Call to order by president
 - b. Discussion of event of previous week and/or rule or mechanic situations
 - c. Old Business
 - d. New Business
 - e. Commissioner's Business
 - f. The last scheduled meeting must be a business meeting
- C. Attendance at meetings is a requirement and members must make every effort to attend all meetings as directed by the LHSAA. Member must meet the LHSAA required attendance percentage of physical meetings **and** meet the required percentage in regards to online meetings. Failure to meet either results in failure to meet the requirements needed to obtain a rating above a registered official
- D. Members who habitually miss meetings or disrupt meetings may be reprimanded by the executive committee
- E. Unless otherwise stated herein meetings will be conducted according to Robert's Rules of Order

ARTICLE VI
ASSIGNMENTS

Section I. Game Assignments

- A. Games are assigned solely at the discretion of the commissioner based on the type of game and his/her assessment of the officials abilities
- B. Membership does not guarantee any assignments whatsoever.
- C. Refusal of a game assignment without valid reason may lead to disciplinary action, in accordance to Article VII

ARTICLE VII
REPRIMAND

Section I. Discipline

- A. The Executive Committee has to authority to discipline any member whose actions are considered inappropriate. Any member of the association may initiate action; it is the Executive Committee's decision whether to take action and what action to take.
- B. Disciplinary actions include:
 - a. Consultation
 - b. Monetary Fine
 - c. Removal from schedule
 - d. Probation
 - e. Suspension
 - f. Expulsion
- C. If the action is Probation, Suspension or Expulsion the member will be notified in writing.

Section II. Due Process

- A. If member disagrees with the action, he must respond in writing within 10 days of notification of requesting an appeal of the action.
- B. Upon appeal request member will appear before Executive Committee to state his/her case
- C. If the Ruling is upheld by the Executive Committee, the member may request a full body hearing and a two-thirds vote of the body is required to overturn a disciplinary action