

**THE NEW HAVEN DISTRICT BOARD 10 OF APPROVED BASKETBALL OFFICIALS
AFFILIATED WITH
THE INTERNATIONAL ASSOCIATION OF APPROVED BASKETBALL OFFICIALS**

CONSTITUTION

Article 1 – Name & Territory

The name of this organization is “The New Haven District Board 10” of Approved Basketball Officials hereinafter referred to as “Board 10” and shall have New Haven County, Connecticut as its primary territory.

Article 2 - Definitions

For the purposes of this Constitution, the following definitions will apply:

1. International Association of Approved Basketball Officials, hereinafter referred to as "IAABO." IAABO is the parent organization to which Board 10 and other Connecticut IAABO District/Area boards are certified as affiliates as it applies to the IAABO Constitution as amended.
2. Connecticut State Board of Approved Basketball Officials hereinafter referred to as "Ct. Board #5."
3. CT. IAABO District/Area Board or Boards – refers to one of the six (6) certified Boards that are members of CT Board #5 and IAABO.
4. Connecticut Interscholastic Athletic Conference hereinafter referred to as "CIAC." The governing body for school athletics in the state of Connecticut.
5. Private and Prep School, hereinafter referred to as "Private/Prep." Schools that have historically been served by CT. IAABO District/Area Boards and follow all assignment and geographic rules and procedures similar to CIAC schools.
6. Membership
 - a. Member in Good Standing - a member is in good standing if the following requirements are met:
 - i. All assessments, dues, fees, and fines are paid in full.
 - ii. Neither suspended nor expelled from IAABO, Ct Board #5 or Board 10.
 - iii. Adheres to prescribed attendance policies.
 - iv. Complies and/or has fulfilled the CIAC officiating requirements.

- v. Does not solicit officiating assignments for CIAC or Private/Prep school games, unless approved by the Commissioner or Assistant Commissioner, in the absence of the Commissioner.
- b. Transfer members shall be accepted in conformity with the IAABO policy. In the event of a change of residence of a Board 10 member, the Secretary/Treasurer of Board 10 shall on receiving the address, notify the Secretary-Treasurer of the board into whose jurisdiction the official is transferring, of such change.

Article 3 – Purpose

Section 1

To provide fully qualified basketball officials primarily residing in New Haven County, Connecticut.

Section 2

To establish and maintain the highest ideals of sportsmanship in connection with the game of basketball.

Section 3

To provide for the training of new officials and to help develop among all basketball officials a definite responsibility as to their knowledge of rules and conduct of the game as officially adopted and published by the IAABO Rules Committee.

Section 4

Maintain an adequate number of thoroughly trained and capable basketball officials in order to meet the assignment needs of Board 10 member schools.

Section 5

Follow all IAABO policies and procedures as defined in the IAABO Constitution as amended. Where provisions of the Board 10 Constitution and/or By-Laws shall be in conflict with the Constitution of CT Board #5, and/or IAABO Constitution, the IAABO Constitution shall govern.

Article 4 – Officers and Elected Representatives

Section 1

The Officers shall consist of a President, 1st Vice President, 2nd Vice President, Secretary-Treasurer, Interpreter, and Commissioner.

Section 2

There shall be three delegates assigned to Ct Board #5, one of whom is the Secretary/Treasurer and two appointed by the Executive Committee herein referred to as the “EC”.

Section 3

There shall be five District Representatives elected at the Annual Meeting in even years.

Section 4

Voting members of the EC shall be officers and elected district representatives, herein referred to as the Executive Board or “EB”. The Immediate Past President shall attend all EB meetings and be a voting member. The President shall only cast a vote to break a tie.

Article 5 - Amendments

Section 1

This Constitution and these By-Laws may be amended by giving notice of such amendment in writing to the Secretary-Treasurer who shall present the amendment to the EB for review.

Section 2

These by-laws shall not be established, amended, altered, or repealed, except by a two-thirds majority vote of a quorum (50% + 1) of the Executive Board.

BY-LAWS

Article 1 – Committee Chairs

Section 1

The following Committee Chairs shall be appointed annually by the President of Board 10. A published list of Committee Chairs will be made available to the membership by the Secretary/Treasurer via the Board 10 bulletin.

- A.
- B. Nominating
- C. Grievance
- D. Banquet
- E. Better Officiating
- F. Attendance
- G. Mentor/Mentee
- H. Executive
- I. Woman's Coordinating

Article 2 – Election of Officers and District Representatives

Section 1

The Nominating Committee shall submit a list of candidates in odd years for the offices of President, 1st and 2nd Vice Presidents for a term of two years.

Section 2

The Executive Board shall elect the Secretary/Treasurer, Commissioner, and Interpreter.

Section 3

Five District Representatives shall be elected in even years for a term of two years at the Annual Meeting by the membership in attendance.

Section 4

Newly elected officers shall take office during the last regular membership meeting (annual meeting) of the basketball season.

Section 5

The EC consists of Officers (Section 1), District Representatives (Section 3), Assistant Commissioner, Assistant Interpreter(s), Assistant Secretary-Treasurer, Immediate Past-President and all Committee Chairs.

Section 5

No person shall hold two offices simultaneously.

Article 3 - Duties of Officers and Appointees

Section 1

The President shall

- a. Be the Chief Executive Officer.
- b. Preside at all meetings of Board 10 and the EC.
- c. Appoint the various standing committee chairs and be a member ex-officio of all committees. (Committees: see Article 9).
- d. Have the authority to appoint such other committees as shall be necessary for the conduct of the business of the association.
- e. Have the sole ability to suspend members and refer matters of behavior to the Grievance Committee and/or the Executive Board.
- f. Have the authority to fill vacant offices with any member in good standing and approved by the EB of Board 10.
- g. Appoint an AD-HOC committee to prepare the Honorarium for the Commissioner.
 - a. The Committee shall consist of five (5) members, two (2) of which shall be 1st vice-President and the Secretary/Treasurer. The three (3) remaining members shall be selected by the President.
 - b. The Committee shall investigate the stipends paid to the other Commissioners in CT.
 - c. The AD-HOC Committee will make a recommendation to the EB for their approval or disapproval

Section 2

The 1st Vice President shall, in the absence of the President, perform all the duties pertaining to the Office of President.

Section 3

The 2nd Vice President shall, in the absence of the President and 1st Vice-President, perform all the duties pertaining to the Office of President.

Section 4

The Secretary-Treasurer

- a. Shall record the proceedings of all Board 10 and EC meetings.
- b. Answer all routine correspondence
- c. Keep the accounts and records and receive all dues and deposit same
- d. Shall be the custodian of all funds and other property belonging to Board 10. Board 10 books and accounts shall be open to inspection by any member of the EB.
- e. Shall make a detailed report to the Board 10 membership annually.
- f. Will not pay dues and will receive an annual honorarium. The honorarium shall be determined by an AD-HOC Committee and approved by the EB.

Section 5

The Assistant Secretary-Treasurer, selected by the Secretary-Treasurer, and approved by the EB shall in the absence of the Secretary-Treasurer, perform all the duties pertaining to the office of the Secretary-Treasurer.

Section 6

The Interpreter shall

- a. Be responsible for rendering official Rules interpretations, which, when given, shall be binding on all Board 10 members.
- b. Serve at the clinic meeting and any local interpretation meetings.

Section 7

The Assistant Interpreter(s), selected by the Interpreter, and approved by the EB shall

- a. in the absence of the Interpreter, perform all the duties pertaining to the office of Interpreter.

Section 8

The Commissioner

Qualifications:

- a. Shall be a non-active scholastic official and shall not officiate any Board 10 assigned games.
- b. Have a devotion to, interest in and knowledge of the game of basketball.
- c. Be a member of Board 10 in some capacity. (i.e.: regular, associate, former or honorary member)
- d. Immediately notify the President about any behavioral issues relating to Board 10 members

Appointment:

- a. The Commissioner shall be appointed by the Executive Board under the following conditions:
- b. Recommendations for the position of Commissioner must be submitted through an EB member thirty (30) days prior to the Annual meeting.

- c. The term of office shall be for one (1) year. Each year begins at the conclusion of the annual meeting.
- d. The term of office can be extended from year to year with the approval of the EB.
- e. Termination of appointment shall be made by a simple majority of the EB.
- f. The Commissioner's Honorarium and Expense amount shall be determined by the EB of Board 10

Duties:

- a. To assign officials to schools, conferences, and league games. The officials are selected in accordance with the Commissioner's knowledge of their ability to fulfill the assignments.
- b. To represent Board 10 in all negotiations (other than financial) with schools, conferences and leagues.
- c. To submit to the EC at each meeting a complete report of the activities from the Commissioner's office.
- d. To assess each member \$5.00 for the first two (2) game assignments turned back, thereafter \$10.00 per turned back game.
- e. To assess each member the GAME FEE for not fulfilling the assignment (NO SHOW)
- f. To inform the Better Officiating Committee hereto referred to as the "BOC" as to the number of varsity officials needed for the following season.
- g. To assign the best available officials to each game.
- h. The Commissioner has the full authority to assign and re-assign officials to any game.

Expenses:

- a. All approved expenses of the Commissioner's office will be paid by the Secretary-Treasurer.

Section 9

The Assistant Commissioner, selected by the Commissioner, and approved by the Executive Board, shall in the absence of the Commissioner, perform all the duties pertaining to the office of Commissioner.

Section 10

The Executive Committee or EC: shall manage the general affairs for Board 10. All committee Chairs should attend EC meetings. EC meetings shall be called by the Secretary-Treasurer, at the request of the President.

Section 11

The District Representatives shall:

- a. Be the main point of contact for all officials residing within their district on all Board related issues, not inclusive of schedules.
- b. Bring forth any complaints to the noted Committee Chairs.
- c. Cast votes at EB meetings consistent with the collective voice of the officials within their district.
- d. Regularly communicate with officials in their district and be available to meet with officials at each Board 10 meeting.
- e. Organize and/or host at least one breakout session prior to the Rules Meeting to go over the Refresher Exam

Section 12

The Executive Board or EB shall:

- a. Have jurisdiction over such matters that cannot be handled by the Board 10 membership at regular meetings.

- b. Be the sole judge of what constitutes behavior of the type that is sufficient reason for the removal from office, uphold suspensions, or expulsion of a member.
- c. Have the authority to grant exemptions from the minimum fee requirements and to authorize services for charitable and worthy causes.
- d. Give prompt consideration to any suggestions for the betterment of Board 10 or to any complaints of members when presented in writing.

Article 4 – Acceptance of Members

Section 1

Applicants to officiate the game of basketball may become members of Board 10, provided they meet the following requirements:

- a. Application for membership shall be made through the Secretary-Treasurer. Appropriate fees must be paid before attending an instructional session. Any person of good character over the age of 18 is eligible to apply for membership.
- b. The applicant must pass the written and floor examinations as distributed and prescribed by IAABO, under the supervision of members of Board 10 designated by the President. Failure to pass the written exam prohibits the applicant from taking the floor test. The passing grade for the written exam shall be determined by IAABO. Any applicant passing the written and floor tests will be registered with IAABO.
- c. All applicants must pass a background check. In accordance with the CIAC policy for background checks, any applicant charged with a criminal offense (other than an infraction) that could result in a jail sentence must report it immediately to the background check designee (Board 10 Secretary/Treasurer) who will then report it to the CIAC.
- d. Reportable offenses include, but are not limited to, criminal offenses involving drugs, violence and sexual misconduct, crimes against a minor, and criminal offenses that violate the public trust and are considered contrary to community standards of justice, honesty and good morals.

Section 2

Dual Membership:

Board 10 may accept into full membership any members of another Approved Connecticut IAABO Board with the understanding that they shall also maintain their membership with the board in the area where they reside.

Article 5 – Assignment Policies

Section 1

- a. Schools must secure the services of Board 10 officials through the Commissioner's office.
- b. No Board 10 member shall accept officiating assignments without the authorization of the Commissioner, in accordance with Article 2, Section 6.
- c. Board 10 members must block all dates that they cannot officiate by October 1st of each year. If additional scheduled commitments or conflicts arise after October 1st, members must block

those dates in Arbiter as soon as they know about them. Exceptions may be for college-level assignments.

- d. The Commissioner will assume all unblocked dates are open for game assignments.
- e. Any failure to comply with (c) necessitating the re-assignment of games will result in a fine of \$5.00 for the first two (2) assignments turned back, and a \$10.00 fine thereafter for each additional assignment turned back. The maximum fine shall be equivalent to the varsity fee for that season. Fines will be issued through the Secretary-Treasurer's office and will be added to the end-of-season game fee assessment.
- f. Board 10 members must accept their assigned games within 48 hours of receiving those assignments. The Assignment Commissioner reserve the right to pull those assignments back at any time.
- g. Any Board 10 member who does not fulfill an assignment (NO SHOW) will be assessed the fee for that game, and that fine must be paid within 72 hours of notification.
- h. Switching of assignments with other officials is prohibited.
- h. Substituting for another official without the authorization of the Commissioner is prohibited.
- i. Acting as an agent or commissioner for any school, league or conference for the purpose of assigning games is prohibited.
- j. Officials accepting games from schools or agents as a result of a violation of (g) (h) and (i) above will be subject to immediate suspension.

Section 2

Dues & Game Fee Assessment:

- a. Annual Dues consist of Board 10 membership fee + CIAC Official's Association membership + Insurance. Dues must be paid by March 15th.
- b. The office of the Commissioner will be financed through an assessment of seven (7) percent of each Board 10 member's total game fees and through the collection of fines assessed as per Board 10 regulations.

Penalty for late payment of dues:

- a. If paid after March 31st, dues will increase by \$50.
- b. Officials are not eligible to officiate any games until they have paid in full their dues

Hardship Request

- a. May be submitted in writing or by email to the Secretary-Treasurer prior to the March 15th penalty date.
- b. The Secretary-Treasurer has the authority to grant such a request and make arrangements for a payment schedule.
- c. Failure to fulfill the payment schedule will result in ineligibility for any game assignments.

Game Fee Assessment (percentage of game fees received from assignments as established by the EB):

- a. Will be assessed following the regular season.
- b. Must be paid within the time period determined by the Secretary-Treasurer, otherwise the assessment will be doubled.

Penalty for late payment of game fee assessment:

- a. If paid after the deadline, a \$50 fine will be added.

- b. Officials are not eligible to officiate any games until they have paid in full their game fee assessment.

Hardship Request

- a. May be submitted in writing or by email to the Secretary-Treasurer prior to the March 15th penalty date.
- b. The Secretary-Treasurer has the authority to grant such a request and make arrangements for a payment schedule.
- c. Failure to fulfill the payment schedule will result in ineligibility for any game assignments.

Section 3

Attendance:

- a. All officials must attend the annual interpretation clinic (mandatory meeting) or an interpretation meeting conducted by one of the other IAABO district boards, prior to the start of the season
- b. Failure to attend will result in the loss of assignments until January 1st.
- c. Officials must notify the Secretary-Treasurer and/or Attendance Chair in writing (via email) if they are unable to attend any Interpretation meeting.
- d. Written reasons for non-attendance will be reviewed on an individual basis by the EC.
- e. Failure to attend the required number of meetings for the season, four (4) will result in the loss of assignments until January 1st.

Section 4

Game Fees:

All CIAC member game fees will be determined by the CIAC Board of Control & CT. Board #5.

Section 5

State Tournament Officials:

All officials referred to the CIAC shall have met the minimum requirements set forth by the CIAC to officiate in the state tournament.

The state tournament officials shall be selected by the Commissioner, Observers and Chair of the Better Officiating Committee.

Section 6

Better Officiating Committee or BOC:

- a. Chairperson selected by the incoming President.
- b. The committee shall consist of 9 Members (Chair + Eight (8) members selected by the chairperson – The number of members may be adjusted by the incoming Chair).
- c. Duties of the Committee:
 - 1) Discuss and develop methods to improve basketball officiating.
 - 2) Develop a Varsity list based on recommendations from the Commissioner, observer(s), mentor(s), members of the BOC and other veteran officials.
 - 3) The BOC will serve as a hearing board to address internal disciplinary issues at the request of the President and/or EB.

Grievance Committee:

- a. Chairperson selected by the incoming President.

- b. The committee shall consist of 3 Members (Chair + 2 members selected by the chairperson – The number of members may be adjusted by the incoming Chair)
- c. Shall accept and investigate all grievances submitted in writing, or by email, by members in good standing.
- d. Should a member be dissatisfied with the committee’s decision he or she may appeal to the EC through their District Representative.

Article 6 – Meeting Procedures

Section 1

All questions of order at all Board 10 meetings shall be decided in conformity with “Roberts Rules of Order”.

Section 2

The President shall appoint a Parliamentarian at all Board 10 meetings.

Article 7 – Observers

There shall be one or more paid observers appointed by the EB on the recommendation of an AD-HOC Committee appointed by the President.

Qualifications:

- 1) A retired veteran varsity official
- 2) Available to observe officials

Duties:

- a. Remain in constant contact with the Commissioner during the season
- b. Submit a written report for each official observed, regardless of level of official
- c. Provide feedback on the observations performed.
- d. Collectively see and observe officials on the Commissioner’s “Prospect List”
- e. Report to the BOC and the EB at their scheduled meetings
- f. Serve for two (2) years and be re-appointed in odd years by the EB at the next scheduled meeting following the Board 10 Annual meeting.

Amended: February 4, 2024