SAN ANTONIO BASKETBALL OFFICIALS ASSOCIATION
CHAPTER POLICIES

The Executive Committee has adopted the following SABOA policies. These procedures may be revised as necessary, by the Board, to conform to such needs as may arise. The intent of these policies are to provide the membership with the methods used by the Board in the chapter operations.

It is the intent of the Board that SABOA members follow these policies and that each member have access to these via the SABOA website.

Any member who desires to recommend change or suggest a new policy can do so in writing to the President, Executive Committee, or their Group Representative. These Policies follow the Bylaws in their structure and will be reviewed and reissued as needed by the Board.

TESTING:

The Texas High School Basketball Officials Association (THSBOA) website will contain the link to the annual examinations (Rules, 2-person & 3-person tests), the number of times the test may be taken and the end date of the examination. Tests must be taken and passed prior to working your first basketball assignment. The tests are available until December 31st. The SABOA required passing scores for all tests to be playoff eligible is 90% (percent).

MEMBERSHIP:

1. Member officials are persons who are in “good standing” with THSBOA and SABOA. Criteria for members in “good standing” are outlined in SABOA Bylaws.
2. All members of SABOA are expected to know the meaning and application of the rules and mechanics of the game of basketball. Members must be responsible for continued self-improvement through the study of the National Federation Rules and Mechanics. Members must pass all required tests as directed by SABOA and the UIL.
3. All members of SABOA are expected to be physically, mentally, and emotionally fit to discharge their duties on the basketball court.
4. Dual membership creates difficulty assigning games. Therefore, SABOA discourages dual membership. However, SABOA cannot preclude members from seeking dual member status.
    a. In those cases where members feel dual membership is necessary, the SABOA Executive Committee will consider dual membership on a case-by-case basis.
    b. Dual member game assignments will be assigned on an as needed basis by the SABOA Assignment Team. Dual membership officials may be considered for post-season assignments.

5. The Executive Committee may assess dues for membership and fines for late registration including any state agency dues that SABOA has affiliated with during the current basketball season.
6. The SABOA Executive Committee may adopt the state agency's Code of Ethics or Due Process policies it is affiliated with.
7. Members of SABOA shall attend all mandatory meetings as described in the Bylaws to be eligible for playoff assignments.
8. Members of SABOA shall pay state agency fees of $90.00 ($60.00 for early payment as designated by THSBOA) per basketball season.
9. Members of SABOA shall pay chapter dues of $40.00 plus any transaction fees ($30 for early payment if paid before Oct 1st), per basketball season.
10. Members shall pay the current game assignment fee (GAF) of $2.00 dollars per game worked. Members with a negative GAF balance as of January 31st of the current basketball season may result in non-selection for Playoff assignments. Unpaid game fees (GAFs) may result in non-selection for regular season games as determined by the Assignment Team. The Treasurer will collect all GAFs and maintain the current GAF status of the general membership.

CONDUCT:

1. All members of SABOA are expected to be well-groomed, including clean and neat regulation uniforms. **This includes: THSBOA (non-panel) sublimated black and white official shirt, jacket for varsity contests, black pants, predominate black shoes, black socks, and black (Fox 40 Classic preferred) whistle and a black lanyard.** This also includes appropriate attire worn to and from basketball contests.
2. All members of SABOA are expected to be physically, mentally, and emotionally fit to discharge their duties on the basketball court.
3. All members of SABOA are not to dress in the players' dressing room or around the teams' quarters when reasonably avoidable.
4. Members of SABOA shall arrive at their assigned game site and on the floor of the game, by rule, as designated by the National Federation of State High School Associations (NFHS) Rules Book and Officials Manual.
5. Members of SABOA shall refrain from drinking intoxicating beverages before or during an assignment. Members in uniform shall not be seen in a place that sells intoxicating beverages for consumption on premises.
6. Members of SABOA, at assigned games, shall refrain as far as courtesy permits from talking to fans before, during, or following the game about the contest at hand.
7. Members of SABOA at assigned games shall neither avoid, nor seek out, coaches or school authorities after the assigned game. Members of SABOA shall leave the floor immediately following the conclusion of the contest.
8. Members of SABOA shall not discuss other officials of this Chapter with coaches, other school authorities, publicity personnel or fans. All criticism of the member should be to the member, Executive Committee, Group Representative, or the Assignment Director.

9. Members of SABOA shall not directly or indirectly solicit games for the member or others from coaches or school officials.

10. All Ethic complaints will be forwarded to the SABOA President and presented to the SABOA Executive Committee to determine if further investigation is needed:

    a. The Ethics Committee Chairperson will notify members of investigation. Members will have 48 hours to respond to receipt of investigation otherwise basketball schedule will be forfeited.

    b. All video of incident must be provided to the committee.

    c. Once the investigation is completed, the Ethics Committee will forward all recommendations to the Executive Committee for further action if needed.

    d. The SABOA Secretary will maintain all documentation from the Ethics Committee with final Executive Committee results.

11. SABOA is committed to providing a workplace that is free from sexual harassment. Incidents of sexual harassment shall be reported to the Executive Committee promptly. All matters concerning sexual harassment shall be processed according to the guidelines outlined in SABOA Bylaws.

RANKING POLICY:

SABOA members will be ranked/evaluated, and skill set (Tier) determined to aid their advancement in every practical way to the highest levels of officiating the game of basketball.

1. Ranking Tiers are assigned on evaluations and criteria met. Officials who do not meet the established criteria annually shall be considered "not in good standing."

2. Members will be ranked/evaluated using criteria set forth by the Executive Committee and established by the RATE Policy. A recognized rubric shall be used by evaluators in the conduct of the ranking/evaluation. The following criteria shall be used: Appearance, Mobility and Physical Fitness; Communication with Coaches and Co-officials; Knowledge and Application of Rules; Attitude and Professionalism; Court Presence; Floor Leadership; Game Management; High Call Accuracy and Call Selectivity; Demonstrated capability within 2-person and/or 3-person mechanics.

3. **Tier 100** is eligible to work any level game: HIGHEST proficiency demonstrated per ALL areas of proficiency rating criteria Referee (R) for all assignments; Eligible to work Advanced UIL and State/Regional Level Assignment; Eligible for all levels during playoffs; All test scores 90+ completed by December 31st and in good standing; Must participate in at least 2 scrimmages completed by December 31st; Work at least 20 Varsity assignments by February 14th; Attend at least 3 Chapter meetings (Christmas Social is considered a meeting)

4. **Tier 150** is eligible to work Regional tournament games and below: (NOT State Tournament): Referee (R) for most assignments; Above average proficiency per most areas of ranking criteria; Eligible for all levels during playoffs; Attend SABOA or SABOA approved camps as a camper or clinician every two years; Eligible for all levels during playoffs; All test scores 90+ completed by December 31st and in good standing; Must participate in at least 2 scrimmages completed by December 31st; Work at least 20 Varsity assignments by February 14th; Attend the SABOA evaluation/ranking every 3 years; Attend at least 3 Chapter meetings (Christmas Social is considered a meeting);

Work at least two middle school game assignments with a 400 or below ranked official when possible, by March 31st .

5. **Tier 200** is eligible to work playoffs games and below: Referee (R)/U1 for most assignments; Above average proficiency per most areas of ranking criteria; Eligible for all levels during playoffs; Attend SABOA or SABOA approved camps as a camper or clinician every two years; Eligible for all levels during playoffs; All test scores 90+ completed by December 31st and in good standing; Must participate in at least 2 scrimmages completed by December 31st; Work at least 20 Varsity assignments by February 14th; Attend the SABOA evaluation/ranking every 2 years; Attend at least 3 Chapter meetings (Christmas Social is considered a meeting); Work at least two middle school game assignments with a 400 or below ranked official, when possible, by March 31st.
6. **Tier 300** is eligible to work high school games and may be considered for playoff assignments: U1/U2 for most assignments; Average to above average demonstration of most areas of ranking criteria; Above average proficiency within 3-person mechanics system; Attend SABOA or SABOA approved camps as a camper every two years; All test scores 90+ completed by December 31st and in good standing; Must participate in at least 2 scrimmages; completed by December 31st; Attend the SABOA evaluations/ranking every 2 years; Attend at least 3 Chapter meetings (Christmas Social is considered a meeting); Work at least two middle school game assignments with a 400 or below ranked official, when possible, by March 31st
7. **Tier 400** is eligible to work lower level high school games (3A and lower): Some Proficiency Skill in 3 Person Mechanics; High Proficiency for 2-person Crew Chief for sub varsity games and below; Referee (R) - Post Season JV, Freshman, Middle School Tournaments; Attends SABOA Camp EVERY year, three-person mechanics camp; All test scores 80+ completed by December 31st and in good standing; Attend SABOA or SABOA approved camps as a camper every 2 years (Advanced 2-person training is considered a camp); Attend at least 3 Chapter meetings (Christmas Social is considered a meeting); Work at least two middle school game assignments with a 400 or below ranked official, when possible, by March 31st.
8. **Tier 500** is eligible to work sub varsity and below: Med-High Proficiency Skills - 2-person mechanics; Eligible for Post Season Middle School Tournaments; Attends SABOA or SABOA approved camps as a camper EVERY year, 2-person, some 3- person; All test scores 70+ completed by December 31st and in good standing; Attend at least 3 Chapter meetings (Christmas Social is considered a meeting).
9. **Tier 600** are unranked officials: new officials without any experience; Transfer officials (who have not been evaluated and given a rating level)
10. **Tier 700** are not ranked officials. These officials decided not to be ranked.

EXPECTATIONS & MEMBER FINES:

1. The Assignment team will make Varsity game assignments using an official's availability, and Ranking tier.
2. Sub-varsity assignments are under the direction of the Assignment team. SABOA officials of all levels will have the opportunity, and are expected, to support the Chapter's sub-varsity program.

3. All members shall work scrimmages as assigned by the Assignment team. Members are expected to work at least two scrimmages, if assigned. Scrimmages will generally run for a maximum of 3 hours. A member must work at least two scrimmages to be eligible for varsity games and playoffs.
4. The Assignment team shall refrain from assigning an official(s) from working the same Varsity team more than six (6) times during the regular season, excluding tournament assignments.
5. Members should contact their co-official(s) at least 48 hours before an assigned game. Any member attempting to but is unable to make contact with his co-official by noon of the day prior to the assigned game shall contact the Assignment team. The crew "R" has the first responsibility to contact, but not sole responsibility.
6. Members who arrive late for assigned game(s) and are reported to the Assignment Director by a coach or other members will be fined at $5 per game to the Chapter Fund for 4 or more offenses and may be brought before the Ethics Committee and subjected to disciplinary action if this behavior continues (i.e., games reassigned, no 1st or 2nd round playoff games).
7. Members who "No Show" for assigned games shall be reported to the Assignment Director and in accordance with the Bylaws, will be fined one (1) game fee to the Chapter Member Camp Fund. Members continuing misconduct of "No-Shows" to assigned game(s) will be brought before the Ethics Committee and may be subject to disciplinary action (i.e., games reassigned, no 1st or 2nd round playoff game(s).
8. Members who drop games within 24 hours of game time will be fined $5 ($2.50 will go to the Assignment Team and $2.50 will go to the Chapter Member Camp Fund) unless it is due to an emergency (i.e., family, medical, transportation, and work) at the discretion of the Assignment Director.
9. The Treasurer will collect fines from all members who are charged for the above listed items #6-8. Members who are fined can appeal all decisions to the Executive Committee within 7 days of notification of a fine.

GAME FEES AND TRAVEL REIMBURSEMENT:

1. Game fees shall be paid according to the flat fee schedule outlined in 1204(n). The first dollar amount within each travel range equals to the official's game fee plus a flat rate for travel paid for the first game officiated. The second dollar amount (base game fee) would be for each additional game the official works [first game fee + travel ($80+$20) & $80 fee for each additional game]. https://www.uiltexas.org/athletics/officials-fee-schedule
2. All officials will receive the Travel Reimbursement. Travel Reimbursement shall be paid according to the Mileage Ranges outlined in UIL Constitution Section 1204(n). Mileage ranges for SABOA will be determined from the center point located at: 160 Dolorosa, San Antonio, TX 78205. Mileage ranges are: 1-30.9; 31-60.9; 61-90.9; and over 91.
    a. Mileage range 1-30.9
    b. Mileage range 31-60.9
    c. Mileage range 61-90.9
3. Officials assigned games greater than 91 miles from the center point shall determine Travel Reimbursement based on portal-to-portal at the rate established by the UIL.
    a. Officials shall travel in one car at the rate established by the UIL allocating the Travel Reimbursement accordingly: Driver 50%; Each Passenger 25%.

b. All members of the officiating crew will receive the base game fee. Officials will be reimbursed portal to portal (round-trip travel from official's home address to venue address) one car at state rate, two cars at 75% of the state rate, three cars at 60% of the state rate.
c. Deviations from this policy shall be approved by the Assignment Director and President.

CHAPTER FIDUCIARY RESPONSIBILITIES:

1. The SABOA operating period shall be from April 1st to March 31st annually.
2. An annual budget shall be submitted to the Executive Committee for approval no later than May 15th.
3. Each activity requiring funding shall submit to the SABOA Treasurer a budget showing estimated income and expenses. Activity budgets will be approved by a majority vote of the Executive Committee. (Examples may include, but not limited to: Training, Camps, Scholarships, Christmas Social, Chapter Meeting Venue Rental, etc.)
4. Additional requests for funds not explicitly included in proposed budgets shall be considered on a case-by-case basis and approved by a majority vote of the Executive Committee.

CONFLICT OF INTEREST:

Members of SABOA shall not have an affiliation with any parties in the contest. Members, when possible, shall refrain from accepting games at a school where the member's sons or daughters attend, in the school in which the member works, or where the coach is a close friend/acquaintance. Game decisions must be free of personal bias. If SABOA is affiliated with a state agency that has a Conflict-of-Interest Statement, this may be a guiding document.