SAN ANTONIO BASKETBALL OFFICIALS ASSOCIATION
CONSTITUTION

ARTICLE I: NAME

Section 1.01 The name of the organization shall be known as the SAN ANTONIO CHAPTER OF BASKETBALL OFFICIALS ASSOCIATION (the "SABOA"), a 501(c)3 non-profit organization of the Texas Business Organization Code.

Section 1.02 - Not for Profit: The SABOA is a nonprofit organization, and no part of the net earnings of the SABOA shall benefit any member of the Executive Committee or any other individual except that the SABOA may make payments of reasonable compensation for services rendered.

Section 1.03 - Registered Office and Registered Agent: The SABOA shall have and continuously maintain in the State of Texas a registered office and a registered agent whose office is the registered office of the SABOA, as required by the Texas Business Organizations Code.

a. Acceptance of Appointment: The Registered Agent shall provide written Consent to Serve as Registered Agent pursuant to Texas Business Organizations Code §5.201(b). The written consent shall be maintained in the records of the SABOA.
b. Registered Office: The registered office may, but need not, be identical to the principal office of the SABOA in the State of Texas, and the address of the registered office may be changed from time to time by the Executive Committee in accordance with applicable law.

ARTICLE II: PURPOSE

Section 2.01 The purpose of SABOA shall be to:

a. Provide experienced and capable middle school and high school basketball officials to be actively engaged each year in officiating basketball games.
b. Assist in the advancement of its members in every practical and ethical way to the highest levels of officiating the game of basketball.
c. Encourage its members to consistently enforce all rules and mechanics of the game of basketball as published by the National Federation of High Schools and outlined in the Texas Exceptions. SABOA members shall encourage fair play, sportsmanship and work with officials, school administrators, athletic directors, coaches, players, basketball fans, radio, television, and all media outlets.

ARTICLE III: AUTHORITY

Section 3.01 SABOA is a recognized officials' organization as part of the Texas High School Basketball Officials Association (THSBOA) that adheres to all policies set forth in the THSBOA Bylaws.

Section 3.02 SABOA will establish bylaws to govern administrative and procedural matters. Bylaws shall not conflict with this Constitution. The Constitution and By-Laws may be amended by giving notice of such change in writing to the Secretary, who in turn shall notify the President. The President shall make a proper announcement at the next regular meeting. Action by Chapter membership on the amendment(s) shall be taken at the first meeting following the Presidential announcement.

ARTICLE IV: MEMBERSHIP

Section 4.01 - Active Members: To be a qualified member of SABOA a person shall meet the following qualifications:

a. A reputation considered to be above reproach.
b. Submit appropriate references in the number and type that the Executive Committee may request.
c. As directed by SABOA, membership in a certifying agency of the State of Texas showing all dues paid.
d. Knowledge of the rules and mechanics set forth in the National Federation of State High School Association (NFHS) publications and outlined in the Texas Exceptions.
e. Demonstrate evidence of physical ability to officiate the game of basketball.
f. Payment of dues and fines assessed by and promulgated in SABOA Bylaws and Policies.
g. SABOA may accept other officials that apply, pending approval and their RATE ranking and group placement from a certifying state agency, for membership and temporary placement in a Group. Such officials may be assigned games and may vote but cannot hold office on the Executive Committee until approved for full membership by SABOA. SABOA shall accept into full membership a member of another State of Texas basketball chapter upon receipt of a recommendation letter from the Chapter Secretary of the chapter.
h. Ability to meet and pass any other requirements set forth by SABOA.

Section 4.02 Eligibility for membership or elected officer positions may not be limited based on race, religion, national origin, ethnicity, color, age, gender, gender identity, marital status, citizenship, sexual orientation, or disability. SABOA shall have no bylaws or policies that discriminate based on race, religion, national origin, ethnicity, color, age, gender, gender identity, marital status, citizenship, sexual orientation, or disability.

Section 4.03 - Inactive Members: Inactive Membership is reserved for members who have paid their state and local dues but are not actively engaged in officiating basketball games assigned by the SABOA. Inactive members must remain in good standing are required to attend at least three-chapter meetings (including the mandatory meetings) and have full voting privileges.

Section 4.04 - Member in Good Standing: A member in good standing is outlined in Article VI, Section 6.02 of the Bylaws.

Section 4.05 - Abandonment: A member, who abandons their membership, as determined by the Executive Committee, relinquishes all SABOA privileges.

ARTICLE V: ADMINISTRATION

Section 5.01 - Officers: The officers of SABOA shall be one President, one Vice President, one immediate Past President, Secretary, Treasurer, and Sergeant-at-Arms. The officers shall hold office as provided in the Constitution, Bylaws, and Policies.

To run for office, SABOA members must be in "good standing" as outlined in SABOA Bylaws, as outlined in Article VI, Section 6.02 of the Bylaws and in the Chapter Policies.

Section 5.02 - Executive Committee: The Executive Committee (EC) shall consist of twelve members. EC shall be composed of the President, Vice President, Secretary, Treasurer, Sergeant-at-Arms, the immediate Past President, State Representative, and representatives from each of the SABOA five Groups. There shall be ten (10) voting members of the EC with the President (or other Presiding Officer) exercising voting privileges only to break ties.

a. The Immediate Past President will serve as an ex-officio member of the EC without voting privileges.
b. Group representatives may designate their group alternate to conduct voting duties as a proxy in their absence.
c. The members of the EC shall perform their duties as provided in the SABOA Bylaws.
d. The President will serve as the Immediate Past President the following term after their term ends.

Section 5.03 - Term of Office: The term of office for the Executive Committee will be from April 1 through March 31 of the following year.

ARTICLE VI: MEETINGS

Section 6.01 SABOA Executive Committee meetings shall be held monthly.

Section 6.02 General membership meetings shall be held as determined by the Executive Committee.

Section 6.03 Special meetings may be called by the President or a majority of the Executive Committee. All members must be given a minimum of 48-hour notice prior to the meeting time.

ARTICLE VII: ELECTION OF THE EXECUTIVE COMMITTEE AND DIVISION REPRESENTATIVES

Section 7.01 - Elections:

a. The elections of the President, Vice President, Secretary, Treasurer, Sergeant-at-Arms, State Representative, and the five Group representatives shall be held on the last regularly scheduled meeting of the year and no later than March 31st of each year.

b. The President, Treasurer and State Representative shall be elected by a majority of the votes cast at the last meeting of even numbered years.

c. The Secretary, Vice President, and Sergeant-at-Arms shall be elected by a majority of the votes cast at the last meeting of odd numbered years.

d. Voting methods will be established by the Executive Committee and can be written ballots or accomplished electronically.

e. The President, Vice President, Secretary, Treasurer, Sergeant-at-Arms, State Representative, and Group Representatives shall be elected as follows:

    i. A Nominations committee of five (5) members, one from each Group, appointed by the President during the current season, shall submit at least two (2) candidates for each office that is due to be filled at the next to last meeting and these candidates shall be voted on at the last meeting of the year.

    ii. After the report from the committee of the candidate for election, the President shall call for nominations from the floor for each office to be filled. To be a candidate for elected office, nominations must be accomplished by the close of the next to last meeting called.

    iii. The Secretary and Sergeant-at-Arms will conduct Chapter elections as follows:

        1. Prepare written ballots with all candidates nominated for each office.
        2. Each office will be voted on separately.
        3. Nominee receiving the majority of votes cast by a majority of the membership present shall be elected.
        4. Majority will consist of at least fifty (50) percent plus 1 of the membership present.
        5. Candidates not receiving a majority vote on the first ballot, candidates with the top two vote totals will have a run-off election on a second ballot. Candidate receiving the greater number of votes on the second ballot shall be declared the winner.
        6. The Secretary shall maintain ballots and election results, sorted by Group, for a minimum of two years. Election results shall be made available to a member requesting to examine such results.

Section 7.02 - Election of Group Representatives:

a. Each Group Representative shall be elected by a caucus of the group members present following the election of chapter officers.

b. A member shall not be a Group Representative and hold any other office in SABOA.

c. The member receiving the majority of votes cast by the Group membership shall be declared elected as the Group Representative. The member receiving the second highest vote total shall be declared the Alternate Group Representative.

d. The Alternate Group Representative shall assist the Group Representative, shall have the right to attend any Executive Committee meeting, and shall act as the Group Representative in his/her absence.

Section 7.03 - Filling a Vacancy: To fill a vacancy in any Executive Committee position, the President or presiding officer may announce at any regular meeting that an election will be held at the next regular meeting to replace said vacancy. Nominations and elections will be held at the same meeting in filling vacancies. Should a vacancy occur between April 1 and November 1, the Executive Committee shall appoint said person to serve until an election may properly be held.

Section 7.04 - Voting Eligibility: Only members in good standing as outlined in Article VI, Section 6.02 of the Bylaws (i.e., paid in full State & Chapter dues, GAFs, and fines) are eligible to vote.

Section 7.05 - No Multiple Positions: No person may run for or serve in more than one position on the Executive Committee at the same time.

ARTICLE VIII: REMOVAL OF EXECUTIVE COMMITTEE

Section 8.01 - Removal: Any member of the Executive Committee shall be removed for misconduct using the following procedure:

a. A recall petition with the names of one third (1/3) of the members when the election took place will be presented to the Executive Committee and a date would be set for a recall election.
b. The Secretary and Sergeant-at-Arms, if neither is subject to recall, shall prepare written ballots that may ask only if the removal should take place.
c. A two thirds (2/3) vote of the active membership is necessary for removal.

ARTICLE IX. AMENDMENTS TO THE CONSTITUTION AND BYLAWS.

Section 9.01 The Constitution and By-Laws may be amended by giving notice of such change in writing to the Secretary, who in turn shall notify the President. The President shall make a proper announcement at the next regular meeting. Action by Chapter membership on the amendment(s) shall be taken at the first meeting following the Presidential announcement.

Section 9.02 A two thirds (2/3) affirmative vote of the current membership present at an announced meeting is necessary for adoption.

Section 9.03 Any proposed Constitution amendments or By-Laws alterations during the off-season must be made in writing to all members of the Chapter. This shall be mailed or sent electronically to the Chapter members if the Executive Committee deems the change essential. Votes on the aforementioned shall be mailed or sent electronically by the President and the votes counted by the Executive Committee. For a mail-in or electronic vote to be valid, seventy-five percent (75%) of the membership must respond.

Article X. DATES OF AMENDMENTS.

Section 10.01 The original date of this document cannot be determined.

a. Amended March 24, 2014
b. Proposed changes: October 23, 2022

SAN ANTONIO BASKETBALL OFFICIALS ASSOCIATION
BYLAWS

Provisions in these Bylaws will not conflict with UIL/THSBOA governing documents.

ARTICLE I – NAME & PURPOSE

Section 1.01 - Name: This organization shall be known as the San Antonio Basketball Officials Association (SABOA).

Section 1.02 - Purpose: The purpose of the SABOA is to aid its members in officiating the game of basketball and to provide experienced and capable middle school and high school basketball officials to be actively engaged each year in officiating basketball games.

ARTICLE II - MEETINGS

Section 2.01 - Meetings:

a. The SABOA Executive Committee shall convene monthly. They may elect to meet by phone or other electronic methods when preferred and may meet at other times when necessary. The meetings will be held at a reasonable site or facility that can be agreed upon by the SABOA Executive Committee.
b. SABOA general chapter meetings shall be held as determined by the Executive Committee.

ARTICLE III –REPRESENTATIVES, COMMITTEES & OTHER POSITIONS

Section 3.01 - SABOA Executive Committee: The EC shall consist of the officers of SABOA: President, Vice-President, Secretary, Treasurer, Sergeant-at-Arms, State Representative, Immediate Past President, and the five Group representatives. The officers and group representatives shall hold office as provided in the Bylaws. The Executive Committee does not receive remuneration.

Section 3.02 - President:

a. The President shall be the Chief Executive Officer and shall preside at all SABOA Executive Committee, Board and general chapter meetings.

b. The President shall appoint the various standing committees and shall be a member ex officio of all committees and perform other duties as are usual for such an officer.

c. The President shall serve a term of two (2) years and may be re-elected to serve a maximum of two (2) consecutive terms. Robert's Rules of Order may be followed for the conduct of the Chapter by the President and/or any other presiding officer.

d. The SABOA President will set all meeting agendas.

e. Be primarily responsible for negotiations on behalf of the SABOA.

f. Serve as a View Only Administrator for the assigning software, registrations, rankings, and testing processes with the other President roles.

g. Oversee and manage all the affairs of the SABOA in accordance with the policies and directives approved by the Executive Committee.

h. Except as otherwise provided by law, the SABOA Constitution, Chapter Policies and these By-Laws, execute such contracts, checks, or other instruments which may from time to time be authorized by the Executive Committee.

i. Serve as the Immediate Past President during the term following the President's term of office.

Section 3.03 - Vice President:

a. Serve as a member of the Executive Committee.

b. The Vice President shall, in the absence of or disqualification of the President, assume the responsibilities of the President.

c. The Vice President shall serve a term of two (2) years and may be reelected to serve a maximum of two (2) consecutive terms.

d. Serve as a View Only Administrator for the assigning software, registrations, rankings, and testing processes.

e. Monitor the SABOA website.

Section 3.04 - Secretary:

a. Serve as a member of the Executive Committee.

b. The Secretary shall answer all Chapter correspondence after conferring with the President.

c. The Secretary shall maintain the minutes of all Executive Committee meetings and have them posted on the Chapter's website within fourteen (14) days of the meeting. If a portion of the Executive Committee meeting is declared in "Special Administrative Session" by the President or presiding officer, then those portions of the minutes shall be excluded from the posted minutes. The Secretary shall be reimbursed for all expenses including office stationery, local and long SABOA Chapter Document 2 distance telephone calls, postal expenses and mileage reimbursements when attending out of town meetings concerning Chapter business. All expenditures must be approved by the Executive Committee and have receipts submitted.

d. Prepare monthly reports.

e. The Secretary shall be elected to a term of two (2) years and may be reelected to serve a maximum of two (2) consecutive terms.
f. Document and record state and local dues and all testing scores.
g. Serve on the Recognition Committee.
h. Serve on the Bereavement Committee.
i. Track and document attendance at all SABOA meetings.
j. Assign and maintain the list of members in their respective Groups and distribute it to Group Representatives.
k. Accepts, reviews, and presents membership applications to the Executive Committee for a vote, if necessary.
l. Serve as an Administrator for the assigning software, registrations, rankings, and testing processes.

Section 3.05 - Treasurer:

a. Serve as a member of the Executive Committee.
b. The Treasurer shall keep the accounts, financial records, and disburse funds.
c. The Treasurer shall be the custodian of all funds and all financial reports belonging to the Chapter and make a detailed report to the Chapter monthly.
d. The Treasurer shall create and present a yearly budget to the Executive Committee.
e. The Treasurer shall track and assist with the collection of game assignment fees (GAFs) and fines.
f. The Treasurer shall be elected to a term of (2) years and may be reelected to serve a maximum of two (2) consecutive terms.
g. Serve on Scholarship Committee.

Section 3.06 - Sergeant-at-Arms:

a. Serve as a member of the Executive Committee.
b. The Sergeant-at-Arms shall maintain proper decorum at each meeting.
c. Assist the Secretary with meeting attendance sign-in procedures and member attendance compliance reports.
d. The Sergeant-at-Arms shall have control of all elections and recalls and, with the Secretary, count the election or recall returns.
e. The Sergeant-at-Arms shall be elected to a term of two (2) years and may be reelected to serve a maximum of two (2) consecutive terms.

Section 3.07 - Immediate Past President:

a. Serve as an ex-officio member of the Executive Committee without voting privileges.
b. Serves as an advisor to the President.

Section 3.08 - Group Representatives:

a. Elected by a caucus of the group members.
b. Alternative Group Representative is the member receiving the second highest vote count.
c. Serve as a member of the Executive Committee
d. Maintain a list of group members in good standing.
e. Designate the Alternate Group Representative to attend, as a voting member, Executive Committee meetings in their absence.
f. Remain in communication with members of their respective group, providing consistent and ongoing updates while remaining responsive to questions and feedback.

Section 3.09 - Selection Committee:

a. The Post Season Selection Committee is comprised of the President, THSBOA State Representative, Assignment Director and the RATE Chair.
b. Will make regional and state playoff selections based on criteria outlined in the SABOA Rate Policy.
c. Selection Committee members must recuse themselves to be considered for regional and state playoff selections. Recused members shall be replaced on the Selection Committee by order of succession as follows: Vice President => Secretary => Treasurer => Sergeant-at-Arms)

Section 3.10 - Scholarship Committee:

a. This Committee is appointed by the President.
b. Responsible for the marketing, administrative review of applicant eligibility and requirements, discussion of applicant pool, and submission to the Executive Committee for approval.
c. SABOA shall award academic scholarship(s) to high school seniors of members in “good standing”.
d. Applications must be submitted to the Scholarship Committee no later than May 30th. The applicant, if chosen, will receive notification by June 30th. A maximum of five (5) $500 scholarships may be awarded.
e. In the event the number of scholarships awarded is less than five (5), remaining monies may be used to award scholarships to SABOA officials seeking to attend Basketball Officiating Camps or to other groups of individuals as determined and approved by the Executive Committee. The Executive Committee shall determine the dollar amount, not to exceed $250.00 dollars.

Section 3.11 – Nominations Committee:

a. A Nominations committee consisting of one member from each Group shall be appointed by the President during the current season, but not later than two (2) meetings prior to the last meeting of the year.
b. This Committee shall ask the general membership for nominations for the positions up for election. It is recommended that two candidates be nominated for each office.

c. Nominations received shall be reported to the Executive Committee.

Section 3.12 - Ethics Committee:

a. This Committee is appointed by the President and consists of three (3) SABOA members in good standing. Committee membership should represent diverse perspectives, expertise, and experience.
b. This committee will oversee that any issues regarding an SABOA chapter member's conduct are properly adjudicated. The committee provides recommendations to ensure and restore accountability for the chapter member's behavior.
c. Will adopt and adhere to policies and procedures governing the committee and, where appropriate, the activities of individual chapter members. This includes standards for documenting committee recommendations when facilitating decision making in individual cases.
d. Once the investigation is completed, the Ethics Committee will forward all recommendations to the Executive Board for further action if needed.
e. The SABOA Executive Committee is not required to accept committee recommendations. However, the EC should explain their reasoning when they choose not to follow the committee's recommendations in an individual case.
f. The SABOA Secretary will maintain all documentation from the Ethics Committee with final Executive Board decisions.

Section 3.13 - SABOA Texas High School Basketball Officials Association (THSBOA) Representative:

a. The State Representative is elected by the general membership.
b. Serves a two (2) year term. May be elected to serve four consecutive two-year terms.
c. Serves as a member of the Selection Committee.
d. Timely submit a list of eligible officials to the UIL to be considered for playoff, regional and state assignments approved by the SABOA Selection Committee and according to UIL directives and deadlines, THSBOA bylaws, policies, and procedures.

Section 3.14 - **Sub-Committee(s):** Sub-Committees may be formed as deemed necessary and appointed by the SABOA Executive Committee.

Section 3.15 - Other Positions:

Any member of the SABOA in good standing, shall be eligible to be appointed to these positions. A member may only hold one Executive Committee position or Appointed Position at a time.

a. Rules Interpreter:
    i. Shall be appointed by the President.
    ii. Shall provide correct interpretation, implementation, & applications of the NFHS Rules.

iii. Shall provide complete information regarding all Texas Exception Rules and Mechanics and correct officials when a rule is misapplied while holding them accountable according to the severity of each incident.

b. Assignment Director:
   i. The Executive Committee shall be empowered to hire and enter into agreement with an individual or individuals for the purpose of assisting the Chapter in the assignment of all games officiated by the Chapter.
   ii. The basis of the contract agreement with an individual shall be published in the Executive Committee minutes for the meeting during which the selection took place.
   iii. This individual shall be named the Assignment Director and may be either a member or a non-member of the Chapter.
   iv. Will serve as a member of the Selection Committee.
   v. The Assignment Director shall be under the direct control of the Executive Committee and the Executive Committee shall determine the duties and responsibilities in the appropriate Assignment Director's contract agreement.
   vi. The Assignment Director is ineligible for playoff assignments, unless requested by coaches for a specific playoff game.

c. Training Director:
   i. The Training Director shall be appointed by the Executive Committee to perform the duties as set forth herein.
   ii. Responsible for training activities of the SABOA.
   iii. Develop a training program for all members and present it to the Executive Committee by July 1st each year.
   iv. Provide a written status report to the Executive Committee as requested on the progress of training activities.
   v. Responsible for selecting and managing experienced officials to serve as trainers and evaluators as approved, by the Executive Committee during pre-season training sessions.
   vi. Responsible for developing and maintaining standard training policies, as approved by the Executive Committee to maximize consistency in training.

d. RATE Chair:
   i. The RATE Chair shall be appointed by the President to perform the duties as set forth herein.
   ii. Work with committee members and the Assignment Team to ensure all RATE Policy requirements are followed in the assignment of games to members.
   iii. Work with Assignment Team to identify members who need to be rated by a board approved evaluation system that includes video or at 2-person SABOA approved mini camps.
   iv. Submit game film in a timely manner to a board approved video evaluation team so that members can be rated.
   v. Distribute member ratings once received via email.
   vi. Answer member questions regarding the RATE Policy and their individual ratings.
   vii. Record and track all member RATE ranking scores.

ARTICLE IV – EXECUTIVE COMMITTEE

Section 4.01 - Executive Committee: The SABOA Executive Committee: shall consist of twelve (12) members: President, Vice-President, Secretary, Treasurer, Sergeant-at-Arms, immediate past President, State Representative and representatives from five Groups:

a. Quorum (50%) of the board members plus one must be present to conduct SABOA business. All members of the Executive Committee must be notified, and the notice of any meeting shall state the date, time, and place of such meeting. Each member of the Executive Committee (except for the Immediate Past President) has one vote, except that the presiding officer at any Executive Committee meeting shall not vote on any matter considered by the Executive Committee unless needed to break a tie. Upon a majority vote of the Committee members present, it shall take any action or make any recommendation it feels necessary or desirable for the good of the SABOA.

b. Any member of the Executive Committee shall be removed for good cause by the procedures outlined in Article VIII of the SABOA Constitution.

c. To fill a vacancy in any Executive Committee position, the presiding officer may announce at any regular meeting that an election will be held at the next regular meeting to replace said vacancy. Nominations and elections will be held at the same meeting in filling vacancies. A vacancy occurs between April 1st and November 1st, the Executive Committee shall appoint said person to serve until an election may properly be held.

d. The President may appoint one or more Ex-officio to serve in an advisor capacity to the SABOA Executive Committee. The Immediate Past President will serve as an ex-officio member and will have no voting privileges.

Section 4.02 - Powers and Duties: It shall be the power & duty of the Executive Committee to:

a. Enforce the Constitution and Bylaws of the SABOA.

b. Enforce the Stated Chapter Policies of the SABOA.

c. Ascertain the needs and take such action as is necessary or desirable for the most efficient and professional conduct of the SABOA and its members.

d. Report to the membership and post minutes on all Executive Committee meetings within 14 days of each meeting via email and/or posted to the SABOA website.

e. Enforce payment of dues and fines by each member.

f. Enforce meeting attendance regulations.

g. Enforce regulations regarding uniform, professional dress, and possession of all the necessary officiating equipment.

h. Set the time, place, length, and number of the SABOA meetings.

Section 4.03 - **SABOA Meeting Attendance:** All Executive Committee members are required to attend 75% of the regularly scheduled SABOA meetings each year. Executive Committee members not attending 75% of the SABOA meetings are subject to removal by a majority vote of the general membership or group members depending on office.

a. The Secretary shall track meeting attendance and inform the Executive Committee if a committee member does not the minimum requirements.

Section 4.04 - **Adjudicative Power:** The Executive Committee shall have the power and the duty to determine any reasonable disciplinary action for any member in violation of the following:

a. Non-attendance of the required number of meetings.
b. Violation of regulations regarding solicitation of games.
c. Failure to pay dues and fines by the required deadline.
d. Failure of any member to give full cooperation to the Committee in the investigation of any matter.
e. Violation of any provision of the Constitution, Bylaws, stated SABOA Chapter Policies or any duly authorized directive from the Executive Committee.

The Executive Committee may set any reasonable disciplinary action it feels necessary that fits the infractions or that is proper for the good of the SABOA, including, but not limited to: assessment of fines; temporary suspension of game assignments for any period, not to exceed one year; cancellation of any part or all of any remaining game schedule.

ARTICLE V – ELECTIONS:

a. Elections shall follow the procedures outlined in Article VII of the SABOA Constitution.

ARTICLE VI - MEMBERSHIPS

Section 6.01 - Membership: Member officials are persons who are in good standing with THSBOA and SABOA.

Section 6.02 - Good Standing Requirements:

a. Register with the THSBOA to be eligible for a UIL contest
b. Be at least sixteen (16) years of age
c. Pay all required THSBOA and SABOA registration fees & dues, game assignment fees and fines.
d. Complete the current rules and mechanics examinations by the requested deadline and obtain at least 90%
e. Be in compliance with the UIL C&CR, Section 1204 background policy
f. Submit date of birth, social security number, and full name for a background check
g. Dual chapter members must designate their primary chapter to the SABOA Assignment Director
h. Attend a minimum of three-chapter general meetings, including the Rules & Sexual Harassment general mandatory meeting.

i. Excused absences may be granted by the Executive Committee when requested (delivered to the Group Representative prior to the stated meeting) in writing by a member with a valid excuse (i.e., family illness or death, out of town business). Varsity and/or Sub Varsity games (assigned by SABOA) are automatically excused absences and do not require written requests for approval.

Section 6.03 - Transferring Officials:

a. SABOA shall accept into full membership an official from another State of Texas basketball chapter or other state associations upon receipt of a recommendation letter from the association secretary.

b. Meet all other requirements set by SABOA and outlined in Article VI, Section 6.02.

Section 6.04 - Inactive Members: Inactive membership is reserved for members who have paid their THSBOA and SABOA dues but are not actively engaged in officiating basketball games. Inactive members are not required to attend meetings.

Section 6.05 - Social Media: Officials shall maintain an ethical approach while participating in forums, chat rooms and all forms of social media. This is monitored by the Vice President.

Section 6.06 - Voting Eligibility: Only members in good standing are eligible to vote for SABOA Policies and Constitution.

ARTICLE VII – CONDUCT & DISCIPLINARY ACTION

Section 7.01 - Illegal Conduct: All members of SABOA are subject to background checks directed by the University Interscholastic League (UIL). Membership in SABOA will not be allowed or renewed if:

a. Convicted, or adjudicated with a finding of fault, guilt or violation, in regard to an offense involving a minor for any sexual offense unless/until such offense has been reversed by proper authority with jurisdiction over the matter.

b. Convicted, or adjudicated with a finding of fault, guilt, or violation, in regard to an offense involving any illegal/illicit drug or controlled substance as prescribed by federal or state law or regulation.

c. Currently serving a sentence or a parole/probation period for any offense or adjudication of guilt imposed by any court, judge, or administrative body, other than simple traffic violations or class C misdemeanors.

d. Members currently charged (not convicted) of a felony, any offense involving illegal/illicit drugs or a controlled substance or an offense involving a minor for any sexual offense will be placed on suspension until the matter is resolved.

Section 7.02 - SABOA Member Officials:

a. An SABOA member official who is indicted/charged for any felony criminal offense or charged with a violation of any state or local statute pertaining to misconduct with minor, illegal drugs, or an unlawful use of a controlled substance, may be suspended, pending resolution of the indictment or charge.

b. SABOA officials must inform his/her SABOA Executive Committee, Group Representative, and/or Ethics Committee immediately upon receipt of or upon having knowledge of such charge.
c. SABOA Ethics Committee will, without delay, investigate and determine the appropriate level of sanctions for subject offense.

Section 7.03 - Misconduct/Unethical: Other examples of misconduct cover a multitude of indiscretions, including, but not limited to:

a. Knowingly fail to accurately complete an online Officials incident report in a timely manner
b. Knowingly fail to wear the approved uniform
c. Failure to show for assigned game(s)
d. Knowingly accept game assignments without completion of all testing and dues requirements met
e. Chronic tardiness to game(s)
f. Disruptive behavior during meetings
g. Officiating a contest where there is a conflict of interest
h. Use of tobacco at a game site to include school grounds and locker room
i. Consuming alcohol on game day prior to a game
j. Disrespectfully addressing fans, players, coaches, administrators, or officials
k. Soliciting for tournament and game assignments
l. Lack of preparation
m. Verbal abuse or dissent directed toward an official
n. Racial or ethnic slurs
o. Use of obscene gestures
p. Crude or lewd language, gestures
q. Undressing in front of opposite gender officials

Section 7.04 - Penalties: Conduct determined to be unethical by an SABOA member official may be penalized. Penalties include, but are not limited to:

a. Reprimand. An official letter of censure to the individual regarding the violations.
b. Probation. Up to one year. Any additional violations committed by the individual official may result in more severe penalties: prohibition from officiating varsity level contests, playoffs, to include regionals and state playoffs.
c. Suspension. An official may be suspended from one game to indefinitely. The SABOA Board must approve an official for reinstatement after a suspension.

Section 7.05 - Unsatisfactory Performance: The SABOA Executive Committee or appointed representative may investigate reports of unsatisfactory officiating submitted by a school administrator and/or coach. Information may be requested from such parties as

deemed appropriate. The Assignment Director, hired by SABOA Executive Committee, may be assigned to report on the officials' performance. When an official is found to have officiating deficiencies the SABOA Training Director or RATE Committee may provide remedial work or change the official's classification.

ARTICLE VIII – APPEALS PROCESS

Section 8.01 - Complaint Procedure: All matters concerning SABOA member conduct and ethics shall be processed in accordance with the following guidelines.

Section 8.02 - Enforcement: Initial reports of violations by SABOA members are to be heard and recommendations provided by the SABOA Ethics Committee within 14 business days. These cases are handled in writing if requested by the accused.

Section 8.03 - Complaints: Complaints involving SABOA members shall be resolved by one of the following methods:

a. By any reasonable manner, if the matter is reconciled with no sanctions to the member.

b. Any member accused of misconduct and desiring a hearing with the Executive Committee must notify the President or Secretary in writing within seven (7) days after notification by the Executive Committee that actions have been or will be taken against them.

c. The Executive Committee shall appoint an Appeals Committee to hear a member's appeal to the sanctions imposed on him or her. Appeals shall be in writing (an email shall suffice) to the Executive Committee within seven (7) days after a punishment, i.e., fine, fee assessment, etc., is imposed. No member shall be punished without an opportunity to be heard in his or her defense before the Appeals Committee.

   A report of each appeal and the Appeals Committee decision shall be reported accordingly to the Executive Committee. Unless the Executive Committee is in "Special Administration" session, the Appeals Committee's decision shall be reported in the Secretary's minutes. All hearings and actions by the Executive Committee must be in accordance with the procedures of a state agency's ethics policy.

d. By a due process hearing which includes timely notice, an opportunity to appear before the Ethics Committee, to present witnesses on their behalf, to controvert information adverse to their interests, and to cross examine witnesses providing information against them, if there is a possibility of sanctions against the member.

e. An appeal of a matter decided shall be as follows:

   1. Two levels of appeals for officials:

      i. First level of appeal: When the official is ruled against, the official may appeal to the SABOA Ethics Committee.

      ii. Second level of appeal: Either the official or the initial ruling entity may appeal to the SABOA Executive Committee if they are unhappy with the decision at the first level of appeals.

Section 8.04 - Notice:

a. Notice means written notice to the respondent by email, mail delivery to the most recent address furnished to the SABOA Secretary, or hand delivery to the respondent and shall contain the following:

    i. Date or dates of alleged infraction(s);
    ii. Description of alleged infraction(s);
    iii. Name of person initiating action unless determined to be confidential;
    iv. Identification of By-Laws or Chapter policy involved;
    v. The day, time, and location of the hearing;
    vi. The range of action that may be taken as a result of the proceedings;
    vii. In the absence of good cause shown, failure to attend the hearing will terminate the respondents' rights to appeal any discretionary decision of the committee.

b. A respondent shall be given no less than 5-day notice of any SABOA hearing which may result in action adversely affecting the respondent.

c. Written notice shall be presumed to be received by a respondent 5 days after deposit in the U. S. Mail, postage prepaid and addressed to the respondent's address contained in the official roster of SABOA.

Section 8.05 - Hearing:

a. The hearing should be conducted generally in accordance with Robert's Rules of Order, Newly Revised. However, bearing in mind the requirement of a basic sense of fairness, the presiding officer may conduct the meeting in any way that results in a fair and orderly proceeding.

    Evidence, affidavit, and other forms of evidence may be admissible, provided disclosure is made to the respondent who shall have a reasonable opportunity to contradict such evidence.

    i. The presiding officer is responsible for ensuring an accurate record is made of all hearings and that such record is available to all parties so long as an appeal is permissible under these guidelines.
    ii. Any person displaying disruptive conduct may be barred from the proceedings.

Section 8.06 - Appeals:

Appeals to rulings against an SABOA member-in-good-standing may be appealed to the SABOA Ethics Committee or an adhoc committee selected by the SABOA President.

a. The Ethics Committee handles cases in writing or in a hearing at the request of the appellants.

ARTICLE IX - SABOA SEXUAL HARASSMENT POLICY

SABOA is committed to providing a workplace that is free from sexual harassment. When an allegation of sexual harassment is made, SABOA will take prompt and appropriate corrective action.

All matters concerning sexual harassment shall be processed in accordance with the following guidelines:

Section 9.01 - Sexual Harassment Defined:

1. Unwelcome sexual advances, requests for sexual favors, and verbal or physical conduct of a sexual nature constitute sexual harassment.
2. Sexual pranks, or repeated sexual teasing, jokes, or innuendo in person, by phone or email.
3. Verbal abuse of a sexual nature.
4. Touching or grabbing of a sexual nature.
5. Changing clothes or disrobing with members of the opposite sex.
6. Repeatedly standing too close to or brushing up against a person.
7. Repeated asking a person to socialize during non-game hours. SABOA officials shall not pressure their partners to socialize.
8. Posting sexually demeaning or offensive pictures, cartoons, or other materials in any social media referring to officials.
9. Unwelcome conduct of a sexual nature that affects game assignments.

Section 9.02 - SABOA Board of Directors' Responsibilities:

When the SABOA Board receives an allegation of sexual harassment, or has reason to believe sexual harassment has occurred, the Board will give jurisdiction of sexual harassment allegation to the Ethics Committee within 30 calendar days.

Section 9.03 - Ethics Committee Responsibilities:

The Ethics Committee is the main contact point for sexual harassment allegations and has the responsibility for investigating and overseeing such investigations.

1. The Ethics Committee will seek to protect the identities of the alleged victim and harasser.
2. The Ethics Committee will take necessary steps to protect those officials who in good faith report incidents of potential sexual harassment from retaliation.
3. The Ethics Committee will dispose of each allegation within 90 days of receipt of jurisdiction.

Section 9.04 - Member Responsibilities:

1. Members who believe he or she has been the target of sexual harassment is encouraged to inform the offending person orally or in writing that such conduct is unwelcome and offensive and must stop.
2. Members will report unwelcome conduct as soon as possible to the Ethics Committee. Ethics Committee contact information can be found on SABOA website.

Section 9.05 - Dressing Room Etiquette:

1. When officials of opposite genders are assigned games, officials will seek separate dressing facilities.
2. In facilities that do not offer separate dressing areas, co-ed donning of uniform will not occur
3. Officials of the opposite gender will seek to don clothing behind doors, curtains, or other appropriate devices preventing inappropriate situations.
4. Following games, officials will remove uniforms in separate locations.
5. In Co-Ed dressing rooms, officials shall consider pre-game and post-game dressing situations that preclude inappropriate conditions and/or member misconduct: i.e., taking turns dressing and undressing, rude and lewd conversation

Section 9.06 -- Policy Enforcement: Reports of violations of any SABOA policies are outlined in Section VII and VIII of the SABOA Bylaws.

ARTICLE X MISCELLANEOUS

Section 10.01 All fines assessed by the Executive Committee shall be payable to SABOA and must be paid within seven (7) days following notification by the Executive Committee unless other arrangements have been made.

Section 10.02 SABOA shall recognize the authority of another Chapter to impose suspension or expulsion upon any of its members violating its rulings. A member of SABOA shall not knowingly work with a suspended official of any other Chapter that is sanctioned by a state agency.

Section 10.03 Any member of SABOA who has a complaint against another official, school district, coaches, players, or fans, shall bring the complaint in writing first to the Executive Committee.

Section 10.04 Any formal complaint not specifically covered herein shall be determined by a majority vote of at least a quorum of members of the Executive Committee.

Section 10.05 SABOA recognizes the authority of state agencies (i.e., UIL) in matters involving SABOA. However, SABOA and the Executive Committee are sovereign in matters involving SABOA and its members.

Section 10.06 The Constitution, Bylaws, Policies, and the Executive Committee shall have complete governance over all officials of this Chapter when dealing with, but not limited to, matters relating to Chapter assigned games, conduct of officials, dress of officials before and during basketball contests, and the evaluation of all officials of SABOA.

ARTICLE XI - AMENDMENTS

Section 11.01 - Amendments to Bylaws:

1. The Bylaws may be amended by giving notice of such change in writing to the Secretary, who in turn shall notify the President.

2. The President shall make a proper announcement at the next regular meeting. Action by Chapter membership shall be taken at the first meeting following the President's announcement.
3. The Bylaws may be amended by a two-thirds (2/3) affirmative vote of the current membership present at any regular or properly called meeting.
4. Any proposed amendments during the off-season shall be made in writing to all members of the Chapter. Proposed changes shall be mailed or sent electronically to Chapter members, if the SABOA Executive Committee deems the proposed amendment essential.
5. Votes on proposed changes to the Bylaws shall be mailed or electronically sent to the President and counted by the SABOA Executive Committee. For a mail-in or electronic vote to be valid, seventy-five percent (75%) of the membership must respond.

SECTION II AMENDMENT(S) DATES:

a. Amended July 18, 2018
b. Proposed changes September 25, 2022
c. Amended September 21, 2025