

WYOMING SPORTS OFFICIALS ASSOCIATION BOARD OF DIRECTORS

President: Tyler Spear (Term: July 2023-June 2027)
President Elect: TBD (to be elected at the July 2026 meeting)
Past President: Jason Wasserburger
WHSAA Director of Officiating (Ex-Officio): Michael Maloney
WHSAA Associate Commissioner (Ex-Officio): Chad Whitworth
Note: The Wyoming High School Activities Association Associate Commissioner shall serve as the WSOA Commissioner.

Members Serving as Sport Coordinators:

Basketball:	Michael Maloney	Email: mmaloney@whsaa.org
Football:	Tyler Spear	Email: Tyler.s.spear@gmail.com
Soccer:	Kevin Skaggs	Email: K_skaggs73@gmail.com
Softball:	Eric Quinney	Email: quinneyrf1@gmail.com
Volleyball:	Kathy Hamer-Smith	Email: khsmithyb@yahoo.com
Wrestling:	Jason Wasserburger	Email: jasonwasserburger@gmail.com

Members Serving as Elected Sports Representatives:

Football	Chris Edwards	1 st Term expires 2028-29 after July meeting Email: cedwards@bqh2.org
Volleyball	Heidi Linford	1 st Term expires 2028-29 after July meeting Email: heidilinford5@yahoo.com
Swimming	Angela Hendrickson	1 st Term expires 2028-29 after July meeting Email: nitro.rush@hotmail.com
Basketball	BJ Kidgell	1 st Term expires 2028-29 after July meeting Email: brandon.kidgell@gmail.com
Wrestling	Mitchell Johnson	1 st Term expires 2028-29 after July meeting Email: mijohnson8199@gmail.com
Track	Gary Glenn	1 st Term expires 2028-29 after July meeting Email: gaglenn67@yahoo.com
Soccer	Michael Walter	1 st Term expires 2028-29 after July meeting Email: azzy69@aol.com
Softball	Todd Pearson	1 st Term expires 2028-29 after July meeting Email: toddpearson37@gmail.com

AFFILIATION OF THE WYOMING SPORTS OFFICIALS ASSOCIATION AND WYOMING HIGH SCHOOL ACTIVITIES ASSOCIATION

In January, 1988, the WSOA area representatives cast a unanimous ballot to affiliate with the WHSAA under the following considerations:

At the April, 1988, WHSAA Board of Directors meeting, the Board approved the WSOA request for affiliation with the WHSAA.

1. The state office of the WHSAA will be the official headquarters for the Wyoming Sports Officials Association.
2. The WHSAA staff will handle the administrative duties of the WSOA.
3. The office of Director of the WSOA will be filled by the WHSAA Associate Commissioner.
4. The WSOA will continue with its organization: electing a president from the board membership. The board shall consist of sport coordinators as well as elected officials for each sport. The President will serve in an advisory capacity to the WHSAA Board of Directors.
5. The WSOA board of directors are to meet jointly, at least once annually, with WHSAA representatives and will be paid an expense allowance for attending said meetings. The President will meet with the WHSAA representatives as deemed necessary by both parties. An expense allowance for attending said meetings will be paid.
6. The WHSAA is to furnish all office space, office supplies, postage, rule books, study materials, publish WSOA bulletins, receive dues, issue WSOA membership cards, coordinate membership in the NFHS; including liability insurance, conduct rules clinics, mechanics clinics and other educational endeavors for officials, and furnish all other supplies and materials necessary to administer the WSOA in a business-like manner.
7. In consideration of the above-listed services, beginning with the fiscal year 1988-89, all income from the annual WSOA membership dues will be funded to the WHSAA/WSOA.
8. Policy of the Wyoming Sports Officials Association may be formulated jointly or separately by the Wyoming Sports Officials Association directors and the Wyoming High School Activities Association Board of Directors with the approval of any changes given by the WHSAA Board of Directors. Once a policy has been approved and then in effect for one year, it may be revised by a majority of the WSOA directors with the approval of the WHSAA Board of Directors.

9.0.0 NAME

This organization shall be known as the Wyoming Sports Officials Association, WSOA.

9.1.0 OBJECTIVES/PURPOSE

1. It is the purpose of the WSOA in its program of registering officials to improve the interests of interscholastic competition by:
 - a. Aiding officials, coaches, and players in acquiring a thorough knowledge of playing rules in all sports.
 - b. Promoting uniformity in mechanics of officiating.
 - c. Propagating competent young officials to replace retiring veterans.
 - d. Encouraging observance of the spirit and letter of playing rules and ethical codes on all occasions.
 - e. Establishing classifications of officials according to qualifications and experience.
2. A thorough knowledge of playing rules and an ability to interpret these rules shall be regarded by the WSOA as a primary requirement of all officials. To implement this requirement, the WSOA may conduct rules clinics, mechanics clinics, study clubs and/or other educational programs in all sports. It is a requirement of officials to attend such meetings in sports in which they are officiating for the purpose of keeping informed of rules changes and new interpretations, as well as the general review of all rules and regulations.
3. A thorough knowledge on the part of officials of mechanics of officiating shall be regarded by the WSOA as imperative for a competently officiated game. The mechanics of the officiating profession are particularly important since officials in certain sports work as members of several different crews during a season, thus requiring mechanics to be standardized throughout the state in the interest of smooth and efficient performance of duties.
4. To aid in this growth in rules knowledge and mechanics aptitude, sport coordinators may be hired by the WHSAA to assist in the training, recruitment, retention, and evaluation of sports officials. Said coordinators will be members of the WSOA Board of Directors.
5. Dedication to high professional standards as developed by tradition and through practice shall be regarded by the WSOA as highly desirable on the part of all officials. A proper attitude toward the avocation of officiating will contribute immeasurably toward the total value of the interscholastic athletic program.

9.2.0 WSOA PRESIDENT AND BOARD MEMBERSHIP

The directors of the WSOA shall be composed of a President, sport coordinators, and duly-elected board members for each sport. Board member duties are outlined in section 9.3.0.

9.3.0 DUTIES OF BOARD MEMBERS

1. Represent the state officials at all association meetings in the best interests of the officials association and interscholastic program. The directors shall meet at least once annually.
2. Communicate officials' concerns to the WSOA/WHSA Commissioner or his designee.
3. Assist in setting up local associations.
4. Sport Coordinators shall act as rules interpreters of officials within their respective sport.
5. Sport Coordinators shall assist in the development and help oversee the system of observation and/or evaluation of officials in their representative sport.
6. Assist in recruiting and training officials.
7. All board members must be duly-certified and fully registered officials with the WHSAA.

9.4.0 ELECTION OF PRESIDENT AND BOARD MEMBERS

The WSOA President will serve a term of four years. Elected sport representatives will be limited to two terms unless no willing candidate is available in their respective sport. Sport Coordinators will serve as board members as long as they are in their official coordinator capacity. The President shall be elected from the membership of the board.

President - The office of President and President-elect will be filled at the WSOA annual, summer meeting. The President-elect will be chosen one year prior to his/her taking office.

Sport Representatives - The sport-specific representatives shall be elected by ballot within each specific sport from the WHSAA membership at large for said sport. Elections will be held each year (as needed) with members joining the WSOA board at the next summer meeting. Sports representatives will serve a four year term, may serve two terms should they be re-elected by their sports official group.

Sport Coordinators – The sport coordinators for each sport will be named to the WSOA Board of Directors via their official hire into the coordinator position by the WHSAA.

In the event of a resignation or death, the WSOA President has the authority to appoint a WSOA member to fill any sport specific vacancy. The appointee shall finish the length of term. All Directors will assume office at the WSOA annual meeting of the year elected. The WHSAA shall appoint a replacement for a sport coordinator should one be needed.

9.5.0 WSOA/WHSA REGISTRATION PROCEDURES

1. Registration for WHSAA/WSOA officials should be made online at <https://www.dragonflymax.com>
2. The registration year shall be from July 1 – May 31. The officials' registration card, regardless of the date registration is completed, expires June 30th and must be renewed for a person to qualify as a registered official for the following year.
3. Registration deadline
 - a. Dues include membership in the NFHS Officials Association, Official's pass, NFHS Network access (not with reciprocating membership).
 - b. It is recommended officials register for each sport no later than one month before the specific sport season begins.
4. The fee for the FIRST SPORT is \$70 for football, basketball, wrestling, volleyball, swimming, soccer and softball. When ADDITIONAL SPORTS are added, the fee is \$20 for each sport. Track is \$50 for all officials regardless of number of sports. If you are a high school or college student, your fee is waived.
5. Examples:

\$70	Football (First Sport)	\$70	Basketball (First Sport)
+20	Basketball (Second Sport)	+20	Volleyball (Second Sport)
\$90	Official pays this amount	+50	Track (Third Sport)
		\$140	Official pays this amount
6. The sports packet will be mailed to eligible officials as soon as the National Federation publishes the yearly rules manuals.
7. Increases in NFHS fees will directly increase WSOA fees by the corresponding amount.
8. A person that has been convicted of a felony will not be allowed to register as a sports official in Wyoming without requesting a review by the WSOA Board. Recognizing there are differences, and that each situation is unique; a person can request a review by a panel of the WSOA Board of Directors.

9.6.0 MEMBERSHIPS

MEMBERSHIP BY TRANSFER

Membership may be secured in the WSOA by means of transferring membership from another state providing:

1. Membership dues are paid to the WHSAA/WSOA.
2. Membership dues are paid to the home state association.

The transferring official will be recognized as a registered official by the WHSAA/WSOA.

CONTINUING MEMBERSHIP:

Membership is continuous with the proper payment of fees.

Members paying fees and unable to officiate for medical or personal reasons may apply for a refund of fees prior to the beginning of the particular sport season.

RETENTION OF MEMBERSHIP:

A member in good standing may request a one year leave of absence for illness, injury or personal necessity. The official may be allowed to retain a rating from the previous year. The following procedures must be followed:

1. A retention rating must be requested secured from the sport coordinator. The coordinator will forward their decision to the requesting official and the WHSAA.
2. The request will be reviewed by the WHSAA/WSOA.
3. An official may request an extension only once per certification cycle.

MEMBERSHIP BY RECIPROCITY

There will be a \$25.00 registration fee charged for the first sport and a \$5.00 fee for each additional sport for out-of-state officials who reside in states which have reciprocal agreements with Wyoming, SOUTH DAKOTA, UTAH, IDAHO, MONTANA, NEBRASKA, and COLORADO. Officials must register in their home state and register by reciprocity in WYOMING. OFFICIALS must be registered to officiate in their home state and register with reciprocity in Wyoming.

MEMBERSHIP FOR OUT-OF-STATE OFFICIALS

Out-of-state officials must register on Dragonfly for the WHSAA and must currently be registered in their home state before they may officiate contests in Wyoming.

9.7.0 OFFICIALS FEE SCHEDULES FOR VARSITY CONTESTS

Each driver receives a mileage allowance at a rate established by the State of Wyoming on July 1 of the upcoming school year (70 cents as of July 2025). This rate is paid per mile round trip. Exception - the driver of a five-man football crew receives an additional four cents per mile round trip. Each official excluding the driver receives fifteen cents per mile round trip for per diem. The driver receives five cents per mile round trip for per diem. Mileage figures will be based upon those provided on the official map of the state of Wyoming. Officials must receive mileage from either their place of residence or their local association site. No official shall enter into a contract to officiate any WHSAA contest for any game or mileage fees which are not in accordance with the specified rates and fees. Any rate change by the State of Wyoming will be reflected the school year following the rate change by the state.

9.7.1 BASKETBALL

All classes. Two or three registered officials paid \$90 each. When more than two schools come together to participate during regular season play, schools have the option to negotiate fees with basketball officials. Three person crews will be used for all regional and state tournaments.

9.7.2 FOOTBALL

All Classes: At least five registered officials, paid \$105 each.

9.7.3 SOCCER

One referee and two linesmen, who are registered officials, will be used in all soccer games. Each official will be paid \$90. Four officials will be used, with the fourth official receiving \$65.

9.7.4 SOFTBALL - Two or three registered officials paid \$80 each. When more than two schools come together to participate during regular season play, schools have the option to negotiate fees with softball officials. Three person crews will be used for the state tournament.

9.7.5 SWIMMING

All "on deck" officials shall be registered officials. Dual meet: \$75 for each official; invitation/triangular meets: \$90 per session; one day invitationals: \$110. Schools have the option to negotiate fees with swimming officials on invitationals meets.

Swimming and diving coaches are eligible to be diving judge officials in regular season, conference and WHSAA State Swim Events upon

1. registering with the WHSAA office for a fee of \$50
2. attending a WHSAA rules clinic
3. successfully completing an officials (open book) exam for diving.

Diving coaches who work as a diving judge official will not receive pay for those meets where their team is participating.

9.7.6 TRACK

The meet referee, director, and starter shall be registered officials. The field judge, clerk of course, and finish judge shall attend the rules clinic.

9.7.7 VOLLEYBALL

All classes: Must have two registered officials who shall be paid \$80 per match. During regular season play, schools have the option to negotiate fees with volleyball officials when more than two schools come together to play.

9.7.8 WRESTLING

All classes: Officials must be registered - \$90 per match for dual and double dual match. When more than two schools come together to participate during regular season play, schools have the option to negotiate fees with wrestling officials.

9.7.9 CULMINATING EVENTS

Each official receives mileage of 70 cents per mile round trip. Exception: the driver of a five-person football crew receives an additional four cents per mile round trip. The driver receives five cents per mile round trip for per diem. Each official (riders), excluding the driver, receives 15 cents per mile (under 100 miles round trip) per diem round trip, or \$70 per diem per day of the event if the culminating event site is 100 miles round trip or over (if mileage is over 400 miles round trip, one extra day per diem will be paid) as determined by the mileage on the Wyoming State map.

Sport	Regional	State
Basketball	\$100	\$105
Football	\$115	\$120
Soccer	\$100	\$105
Softball	\$90	\$95
Swimming		\$440
		(\$110/session)
Track	\$130/day	\$140/day
	(starter)	(starter)
Volleyball*	\$90	\$95
Wrestling	\$210 (1 Day)	\$230/day
	\$325 (2 days)	

*Line judges at Regional/State volleyball tournaments will be paid \$50 per match by the WHSAA if they are registered officials assigned by the host school meet director.

It is recommended that all lower-level officials (freshman, sophomore, and junior varsity) should be paid \$20 less than the varsity rate in each sport. Junior high/middle school officials should be paid \$25 less than the varsity rate in each sport. Exception, junior high/middle school wrestling officials should be paid \$30 per hour or \$4 per match. Mileage should also be paid if using out of town officials for lower level events.

9.8.0 CLASSIFICATION SYSTEM FOR MEMBERS OF THE WYOMING SPORTS OFFICIALS ASSOCIATION

Minimum yearly standards for all classifications:

1. Payment of registration fees.
2. Attendance at annual rules clinic in its entirety for the sport officiating sponsored jointly by the WHSAA and the WSOA.
3. Pass open-book exam with minimum 80%. - (Registered and Certified only)

CLASSIFICATIONS

Dates will be set for the administration of required rules examination for the sport involved. Examinations will be given at the same time for all officials and prospective officials at site determined by the WHSAA/WSOA.

NOTE: It is recommended officials register for each sport no later than one month before the specific sport season begins.

REGISTERED OFFICIAL DEFINITION

A registered official meets the following requirements of the WHSAA/WSOA:

- a. pay fees
- b. complete open-book exam and pass with 80% or better
- c. view mandatory WHSAA rules clinic

CERTIFIED OFFICIAL DEFINITION

A certified official must meet the following requirements of the WHSAA/WSOA:

- a. pay fees
- b. complete open-book exam and pass with 80% or better
- c. attend mandatory WHSAA rules clinic
- d. Must have served as a registered official for two consecutive years immediately prior to the year the official applies for Certified status, therefore completing the additional requirements in their third year.
- e. Must have attended a state-approved mechanics camp (basketball, football, wrestling, volleyball, soccer, softball, or swimming) within the 12 months preceding application. Camp attendance must be repeated every fifth year after reaching Certified status.
- f. Receive a favorable observation from a WHSAA-approved observer, if applicable.
- g. Must score a minimum of 80% on closed book exam to become certified. The exam must be retaken every fifth year after reaching Certified status.
- h. Must show evidence of working varsity level contests.
- i. Officials residing in another state are only eligible to officiate Wyoming postseason contests if said official is registered exclusively in Wyoming, working WHSAA-sponsored athletic contests for the duration of the season.
- j. Experienced officials moving into Wyoming from another state must complete the following to become postseason eligible in Wyoming:
 - a. Must show proof of post-season eligibility from their previously registered state.
 - b. May apply for Wyoming certification after one year of working contests in Wyoming.
 - c. Must complete all other certification requirements listed above.

Once the WHSAA/WSOA Commissioner determines that a sufficient number of certified officials are available, ONLY Certified Officials will be eligible for post-season play (regional and state). If an official has been awarded post-season events in the past and has not been Certified because he/she lacked the years of experience, the official will become eligible for post-season play.

NON-VARSITY

A non-varsity official must meet the following requirements of the WHSAA/WSOA:

- a. Pay fees
 - b. View mandatory WHSAA rules clinic or view copy of video
- Note: Non-Varsity Officials can NOT work varsity games.

9.9.0 PUBLIC CRITICISM OF OFFICIALS OR COACHES

Any official who publicly criticizes another WHSAA/WSOA member official or WHSAA member coach or team/school personnel through the media, social media, Facebook, twitter, etc. shall be reported to the WHSAA Associate Commissioner and/or the WSOA President. Reported officials shall be subject to a hearing and may be subject to written reprimand, or suspension of membership from the WHSAA/WSOA.

9.10.0 WSOA OBSERVATIONS AND EVALUATIONS

The Wyoming Sports Officials Association, in an effort to promote education of officials, advancement of officials, and tournament selection of officials shall regulate a system of observation and/or evaluation of officials.

Recognizing that populated and rural areas of Wyoming present different needs, the WHSAA/WSOA shall place responsibility for coordinating observation/evaluation on both the sport coordinators and local associations.

Each observation and/or evaluation system is unique to its specific sport. As such, the sport coordinators shall develop an observation/evaluation system for their sport. These systems shall be publicly shared with all officials. Sport Coordinators shall also retain a cadre of observers for their specific sports.

Officials will be observed for their knowledge and interpretation of rules, mechanics/coverage of action, hand signals and communication with scoring personnel, attitude and rapport with coaches, appearance and physical conditioning, fouls/penalties called and mechanics, and calling of violations.

9.11.0 WSOA RULES EXAMINATIONS

The WHSAA and the WSOA sponsor several forms of rules examinations in alignment with the NFHS Officials Education program. These examinations are given in an effort to encourage officials to improve their knowledge of the rules in the sport they are officiating. The following examinations are offered:

Open Book Exams may be taken at local association meetings or individually by officials. A minimum score of 80% must be attained to meet the registration requirements. An official must pass this test prior to officiating any contest.

Closed Book Examination - The closed book examination is a requirement to receive a certified rating. The closed book examination dates are set by the National Federation.

Officials requesting to take the closed book examination in their sport must notify the WHSAA office.

The specified window for each examination is the only time period on which the examination will be administered. Alternate dates for taking the examination require approval of the WHSAA Associate Commissioner.

The closed book examination will be administered with a two-hour time limit. An official requesting advancement to Certified must score a minimum of 80% on the closed book test to advance.

9.12.0 GUIDELINES FOR LOCAL ASSOCIATIONS

The WHSAA Board of Directors recommends that local associations be established wherever possible and that the association meet on a scheduled basis to discuss rules, mechanics, etc. However, it is not mandatory for an individual official to belong to a local association.

A local association is a group of registered WSOA officials formed for the purpose of providing services to WHSAA member schools.

A local association's purpose is to provide participating schools with its best qualified officials.

Procedural Guidelines for Local Associations

1. An official will benefit from membership in a local association.
2. An individual school and/or an individual official has the right to refuse an assignment; however, a particular local association cannot discriminate against a member school(s).
3. Local associations should have a method of training new officials and evaluating transfer officials.
4. An individual official, because of membership in a local association and/or the WSOA, is not guaranteed game assignments.

9.13.0 TOURNAMENT POLICY

SELECTION

Officials will be selected for WHSAA Culminating Events based on the following: (80%) coaches vote selection process and (20%) selection by the WHSAA office for wrestling, volleyball, track, swimming, soccer, softball, and football.

The WHSAA sends a ballot to all member schools asking coaches to list officials whom they recommend for post-season assignments.

This list of recommendations is compiled and assignments are made from this list.

Note: for Basketball post-season assignments will be as follows:
50% based on evaluator program.
30% based on Coaches Vote.
20% based on WHSAA office discretion.

All officials must work the following minimum number of varsity contests to be eligible to work WHSAA Culminating Events.

Football - 3 games	Volleyball - 7 matches	Basketball - 7 games
Wrestling - 6 events	Soccer - 4 games	Swimming & Diving - 2 meets
Track & Field - 2 meets (Starters and Referees)		Softball - 4 games

VOTES RECEIVED

An official or association may receive a report of the number of votes received after completion of the tournament series in that sport.

SOLICITING VOTES

OFFICIALS WHO USE COMMUNICATIONS (PHONE, LETTERS, ETC.) AS A MEANS OF SEEKING RECOMMENDATIONS/VOTES FROM MEMBER SCHOOLS MAY NOT BE CONSIDERED FOR TOURNAMENT ASSIGNMENTS IN THE SPORTS PROGRAMS OF THE WHSAA.

Offending Officials and/or Associations may be subject to a hearing and may face discipline of a written reprimand, or postseason suspension.

Schools are encouraged to report any solicitation of votes to the WHSAA.

NUMBER OF TOURNAMENTS

In applicable sports, officials will be limited to working one STATE tournament (1A/2A or 3A/4A).

It is recommended that State tournament officials be selected from those officials working the regional tournaments; however, exceptions may be granted by the WHSAA Commissioner.

9.14.0 PROCESS FOR NOTIFICATION OF EJECTIONS

Should an official eject a contestant or a coach from a contest, the official must notify the WSOA Associate Commissioner within 24 hours. The Associate Commissioner's telephone numbers are as follows: Work – 577-0614 and Cell 274-0917.

A written account of the incident must be sent to the WHSAA office within three days.

Once the Associate Commissioner has been notified of an incident, he/she will be in contact with the school's administration and will ask for an account of the situation.

The Commissioner will render a decision as soon as he/she has received and reviewed all relevant information. A school may appeal the official's decision to the Commissioner, and a decision the Commissioner renders may be appealed to the WHSAA Board of Directors. The WHSAA/WSOA Commissioner may seek the input of the sport coordinators when considering the review of an ejection.

9.15.0 APPEARANCE

Today, many people judge a person by the way he/she looks. First impressions are becoming more and more important. As an official you want to make a good first impression.

BEFORE THE CONTEST

When traveling to the game site, you should be neat and clean, properly dressed, clean-shaven, hair or beards neatly trimmed, to present the impression of one who takes pride in his/her appearance. Remember, you are a representative of the WHSAA/WSOA.

DURING THE CONTEST

The official's appearance will affect the conduct of the game to a great degree. A poorly dressed official will find he/she has difficulty in having his/her decision accepted. On the other hand, an official who wears the proper uniform and is neat, will foster proper attitudes from all concerned. The physical condition of an official is definitely a part of his appearance. One who carries himself/herself in a professional manner, moves quickly, and has stamina will have more success than the official who does not possess these qualities. The official who is out of condition, more often than not, does a poor job of officiating simply because he/she is unable to cover the play. The appearance of this type of official on the field or court detracts from the coaches, players, and fan's confidence in the officiating team. Officiating is strenuous and exhausting work. In order to meet the challenge an official must be in good physical condition.

AFTER THE CONTEST

Take care of equipment and leave the field together. Do not seek out coaches nor avoid them. Make no statements or offer comments concerning the game to other than WHSAA/WSOA members. Your best bet is to shower, dress, collect your gear and head for home. The game is over and your job has been completed.

Be supportive of fellow officials and do not criticize another's officiating to any other individuals. The observation and/or evaluation process should be used to address any need for another official's improvement. See section 9.9.0 regarding public criticism of officials.

9.16.0 REQUIREMENTS OF THE WHSAA/WSOA

WSOA Members are required to wear the uniform specified in the National Federation Rules Book and Officials Manual for their respective sport. The WHSAA may approve an alternative uniform.

The WHSAA/WSOA officials patch MUST be displayed on the upper left sleeve (left breast pocket in soccer) for all officials representing the WHSAA/WSOA. The patch should be placed two fingers from the top seam.

If worn, the 307 Way patch (or its successor) MUST be displayed on the upper right sleeve. The patch should be placed two fingers from the top of the seam.

In softball, a WHSAA/WSOA patch is optional on the cap. If worn, it must either be sewn or embroidered in the center front of the cap.

In sports where more than one official is required, the crew should be dressed in identical attire.

9.17.0 ADDRESSING VIOLATIONS

9.17.1 PROCEDURE

- 9.17.2 The WHSAA Board of Directors, through its Commissioner, will investigate all alleged violations of the rules or constitution when:
1. Board members, or their Commissioner, have either personally or through written documentation gained knowledge of a violation.

2. The Board of Directors, or the Commissioner, have received a written protest by a member school, official, or officials group/association.
- 9.17.3 The Commissioner shall have the authority to take disciplinary action against an offending official of the WHSAA. Any disciplinary action taken shall be reviewed by the WHSAA Board of Directors.
 - 9.17.4 Disciplinary action in the form of suspension or expulsion shall be limited to not more than one calendar year.
 - 9.17.5 Review procedure to be followed.
 1. By the WHSAA:
 - a. The Commissioner shall obtain written statements from any available witnesses.
 - b. Said statements will be studied by the Commissioner and reported to the WHSAA Board of Directors.
 - c. If, in the opinion of the WHSAA Board of Directors, further investigation is necessary, the Commissioner or the WHSAA Board of Directors may meet with the agent or the official.
 - d. If further disciplinary action of any type is deemed necessary, the WHSAA Board of Directors or Commissioner will take such action and communicate it to the offending official.
 2. By member officials:
 - a. File the complaint with the Commissioner.
 - b. If the initial complaint is not filed in writing, then it must be filed in writing within seven days of the initial complaint.
 - c. Furnish affidavits if deemed necessary by the Commissioner or WHSAA Board of Directors.
 - d. Attend the hearing if deemed necessary by the Commissioner or WHSAA Board of Directors.

9.18.0 DISCIPLINARY ACTION

- 9.18.1 **WARNING**
A warning is official, written notice that an inexcusable, unethical, or unsportsmanlike action is a matter of record and that such an action must not occur again.
- 9.18.2 **PROBATION**
This is a more severe type of (written) warning. An official on probation may be restricted from officiating in any regional or state level activity.
This also implies that a repeat offense would mean automatic suspension.
- 9.18.3 **SUSPENSION**
Any official suspended from the WSOA may not officiate an association contest at any level. No official may be suspended from the WHSAA for more than one calendar year. Notification of suspension shall be in writing.

9.19.0 HEARINGS

Aggrieved Parties May Appeal Decision

If a contest official is dissatisfied with a decision of the WHSAA Board of Directors or the Commissioner's interpretation of a provision or provisions of the Constitution, Bylaws, or rules and regulations of the WHSAA and such individual or school is an aggrieved and affected party, such a party may within 15 days of the receipt of the decision, submit in writing by certified mail, return receipt requested, a notice of appeal of the decision and a request for a formal hearing.

Investigation

The Commissioner or his staff, or such representative of the WHSAA designated by the Board of Directors shall investigate all matters upon which the appeal is based. Investigations shall be performed so as to bring the matter to hearing, unless for cause otherwise shown, no later than the next regularly scheduled meeting of the Board.

Notice

After completion of the investigation, the Commissioner shall notify the appealing party, by certified mail, return receipt requested, of the time and place set for a hearing on the appeal. The notice shall be given at least seven days in advance of the time set for the hearing.

The hearing shall be conducted in conjunction with a regularly scheduled meeting of the Board provided that the matter may be heard at a special meeting of the Board in the event that the appealing party agrees to pay all the costs incidental to such a special meeting.

Attendance at the Hearing

Contest officials who are appealing parties are entitled to attend hearings. Any person entitled to be in attendance at such hearing may represent themselves. Such persons are also entitled to be represented by counsel, provided that they notify all other parties involved in the appeal of the name, address, and telephone number of such counsel at least three days in advance of the hearing.

Board of Directors to Hear Appeals

The Board of Directors of the WHSAA shall hear all appeals brought under the provisions of these rules. The President of the WHSAA Board of Directors may appoint a Hearing Officer to preside over the hearing or he may act as the Hearing Officer himself/herself. The Hearing Officer may, at the beginning of the hearing, ask for statements clarifying the issues involved or upon which factual matters the appealing party will stipulate and agree to.

The Commissioner shall make available written copies of his/her investigation and may give testimony relative thereto. The appealing party shall present its defense and proofs. The parties may offer such evidence, including the testimony of witnesses, as they desire and which is relative to the proceedings. All testimony shall be given under oath. The hearing officer will have the authority to administer the oaths. Each party shall have the right to cross examine witnesses of the adverse party. All parties shall

be afforded the opportunity to examine all documents introduced. Upon request of any party, the proceedings of the hearing may be reported stenographically or by any other appropriate means as determined by the hearing officer. The party requesting that the proceedings be reported, shall pay the cost thereof and shall also pay for the cost of transcription.

Closing of Hearing

The Hearing Officer shall specifically inquire of all parties whether they have further evidence. Upon receiving negative replies, the Hearing Officer shall declare the hearing closed.

Hearing in Absence of a Member

The hearing may proceed in the absence of any party, who after it is shown has received due notice thereof, fails to be present or fails to request an adjournment. Adjournments may be requested of the Hearing Officer upon the request of a party or upon the initiative of the Hearing Officer. However, a decision shall not be made solely upon the default of a party, but shall be based upon the evidence in the matter before the Board.

Decision of Board

The decision of the WHSAA Board of Directors shall be made within seven days of the closing of the hearing. The decision shall be in writing, signed by the Commissioner, and shall state the findings and conclusions of the Board. It shall be mailed to the appealing party by certified mail, return receipt requested.

9.20.0 WHSAA/WSOA CODE OF ETHICS FOR ATHLETIC OFFICIALS

Believing that mine is an important part in the nationwide interscholastic athletic program, I pledge myself to act in accordance with these principles:

1. I will honor contracts regardless of possible inconvenience or financial loss.
2. I will study the rules of the game, observe the work of other officials, and will at all times, attempt to improve myself.
3. I will conduct myself in such a way that attention is drawn, not to me, but to the contestants playing the game.
4. I will maintain my appearance in a manner befitting the dignity and importance of the game.
5. I will be fair and unbiased in my decisions, rendering these without regard to the score or next year's contract.
6. I will cooperate and be professional in my association with my fellow officials and will do nothing to cause them public embarrassment.
7. I will uphold and abide by all rules of the WHSAA/WSOA and the NFHS.
8. I will give my complete cooperation to the school which I serve and to the WHSAA/WSOA which I represent.
9. I will keep in mind that the game is more important than the wishes of any individual player or coach or the ambitions of any individual official.
10. I will not use tobacco products on or in the vicinity of the athletic event, nor drink any alcoholic beverages on the day of the event.