

San Diego County Football Officials Association

Board of Directors Policies and Procedures

1. Membership in the SDCFOA does not guarantee that you will be assigned to officiate any games or being drafted on a crew during the football season.
2. The approved Association shirts with SDCFOA and CIF logos are ONLY to be worn in games assigned by the SDCFOA Assignment Secretary, the Assignment Secretary's Assistants, or CIF and affiliated with SDCFOA. At no time shall a member represent the Association outside of this bylaw without *Board* approval.
3. To be eligible for the HS Crew Draft, all officials must be Certified and pay their dues before a date determined annually by the *Board*.
4. Dues refunds of 50% are available up to August 01, of the officiating year.
5. In order to be eligible for the following year's draft and not lose game assignments (including the current year's tackle playoffs), all Certified members must attend nine (9) meetings (includes one Clinic) and pass both the Rules Exam and Mechanics Exam. If any member does not meet the requirements prior to the playoffs, the member would need prior approval by the *Board* to work playoffs or be eligible for the draft.
6. ALL officials working ANY games are doing so as INDEPENDENT CONTRACTORS. As such, game officials are not EMPLOYEES of the School, the California Interscholastic Federation, or the San Diego County Football Officials' Association. Services rendered as an independent contractor do not come under the auspices of the Workers' Compensation Act.
7. The official, independent of the Association, must obtain insurance for liability and medical coverage.
8. The Association shall maintain Directors and Officers ("D&O") liability insurance. The cost of the D&O coverage shall be listed as an expense in the annual budget.
9. All members seeking to serve as an *Appointed Officer* shall notify the Executive Secretary in writing via e-mail or by letter. This correspondence must be received by Executive Secretary no later than a date determined by the *Board* annually.
10. The *Board* will meet in September to select *Appointed Officers* for the next Association year. Selection process will be determined by the *Board*.
11. The Treasurer is authorized a budget of up to \$300.00 to provide condolence flowers or a donation to Association members, past members of the Association, their immediate family and friends of the Association. Additional funds, if necessary, will require *Board* approval.
12. Executive Secretary will maintain the election ballots until the day after the first scheduled meeting of the *Board* in the year following the election.
13. Crew Chiefs, members of the *Board* and *Appointed Officers* and their *Assistants* will be provided Ratings. Crew Chiefs can discuss ratings with their crew, all other requests for ratings will go to the Ratings Chairman.

14. The *Board* will direct the *Treasurer* to maintain a reserve for the current year in an amount to be determined annually.
15. The *President* will **appoint** a Coordinator (Usually the Past President) to conduct the nomination and voting for the George A. Shutte Award.
16. An Executive Session of the *Board* will consist of the *President, Past President, President-Elect, all elected Directors and all Appointed Officers (Executive Secretary, Treasurer, Instructional Chairman, and Assignment Secretary)*. Specific committee Chairs, or Association members will be called to attend as determined by the matters under discussion.
17. **Board** meeting minutes will be approved via e-mail utilizing the approval by negation method.
18. Members eligible to participate in the local NCAA class should have at least five years of football officiating experience and be rated in the top 50% of the certified members from the previous year. Selection to participate in the local NCAA class will be, but not limited to, experience, class attendance, test scores, ratings, and skill level as determined by the subjective opinions of current NCAA qualified members or crew chiefs who are familiar with the member. It is the responsibility of the Association's NCAA officials as well as each crew chief to reach out and encourage those eligible and possessing the skills and experience needed to be a NCAA official to recommend those officials.
19. Anyone seeking to utilize the SDCFOA logo must first receive permission from the **Board**.
20. Developmental List officials shall work a minimum of **2 games** as a Referee under the supervision of their Crew Chief. The members on this list may also have the opportunity to work an additional game(s) as a Referee with another crew as needed by the Assignment Secretary. Crew Chiefs need to be reminded that if they draft an official on the Developmental List they **agree** to allow the Developmental List official to work the proper number of games as the Referee. At the discretion of the Crew Chief a **Developmental** List official may be assigned to an additional game as a Referee on the crew.
21. All Appointed Officers and their designated assistants that receive monetary compensation due to their position, shall not be eligible to hold an elected office of the Association.
22. *Board* emphasizes to the entire Association that assignments for high school and youth football are the cornerstones of the SDCFOA and the instructional program.
23. **ALL** officials should make every effort to work on Fridays and Saturdays.
24. *Board* allows officials to volunteer to work more than three tackle games on any given day provided that we are short officials. Heat will be taken into consideration.
25. *Board* directs college officials not to block out Saturdays as a matter of routine. If they are available to work college games, then they are available to work youth games.

26. *Board* directs high school officials not to block out the Saturdays after accepting high school assignments. If available to work high school games, then they should be available to work youth games.
 27. *Board* encourages college officials to work youth games prior to college game if time permits. College officials are **not required and must volunteer** to work youth game(s) in the morning by making themselves available in Arbiter. It is still up to the official **and applicable college conference policies** if they feel they can mentally/physically work youth before an NCAA assignment.
 28. Officials not on college crews or future college officials may not block out a Saturday to shadow an NCAA crew. They must be available to work youth games and may shadow a crew once their youth commitment is completed.
 29. Officials assigned as timers for college games with a 6 or 7 o'clock kickoff should be available to work youth games prior to the timer assignment.
 30. A list of officials who frequently block Saturdays may be presented to the *Board* and may result in losing post-season opportunities.
 31. All officials should activate the Sharing Function on Arbiter and use one e-mail account for all Arbiter accounts.
 32. A member's Arbiter blocks on days other than Friday and Saturday shall not be taken into account when making future tackle assignments or playoff selections.
 33. **Members** are not required to work flag football; however, members electing to work flag games would be subject to the policies set forth by the assignment secretary.
- These policies shall remain in effect until cancelled or modified by the incoming SDCFOA BOARD.**

Approved 04/14	Approved 04/15	Approved 04/16	Approved 04/17
Approved 04/18	Approved 04/19	Approved 04/20	Approved 04/21
Approved 04/22	Approved 05/23	Approved 03/24	Approved 04/25
Approved 04/26			