

OFFICIALS AVAILABILITY

Name _____ Social Security No. _____

Address _____ City _____ State _____ Zip _____

Phone: Home _____ Phone: work _____ Cell Phone _____

Fax # _____ Pager # _____

e-mail: home _____ e-mail: work _____

___ I will be available to officiate as follows: (**Two afternoons per week required**)

AFTERNOONS (3:30 PM matches **two required**)

EVENINGS (6:00 PM Matches)

	AFTERNOONS (3:30 PM matches two required)	EVENINGS (6:00 PM Matches)
MONDAY		
TUESDAY		
WEDNESDAY		
THURSDAY		
FRIDAY		
SATURDAY		
SUNDAY		

How many days do you wish to work? _____

Assignments (check one category)

- ___ 1. Willing to travel any place where needed.
 ___ 2. Prefer (when possible) to be close to home. Six closest schools are

REC LEAGUE

- ___ I want to officiate Rec League matches.
 ___ I will officiate Rec Leagues matches if/when needed.

SPECIAL OCCASIONS

I will not be available on the following dates: (birthdays, anniversaries)

Best time to be reached is _____

Note: As a volleyball official, you are acting as an "Independent Contractor" therefore any taxes are the sole responsibility of the official.

COMMENTS:

RefTown Login Instructions

www.reftown.com

To Athletic Directors, Coaches, Athletic Secretaries and Officials:

The Tacoma-Pierce County Volleyball Officials Board is going to be using a new Assigning System and we would like you to log into the system. Right now this system is under the name of the Tacoma-Pierce County Volleyball Officials Board (TPCVOB in the menu—far right column). Simply follow the instructions below. Once your matches have been posted by us, you will be notified and asked to go into the system to verify their accuracy as to date, time, opponent and location.

The system can accept multiple personal accounts per school. Each person's account can also be connected to more than one school (for district AD's or those who otherwise more than one school). Note that ALL accounts connected to each school have equal privileges.

Registration procedure for all users:

1. Go to www.reftown.com.
 2. Click TPCVOB.
 3. Log in with your username and password if you have one...if not, proceed to the next step.
 - To get your login information, see the section titled **To get a username and password.**
 4. Under the "Public" menu, select "Registration"
 5. Select the type of registration (either "Official" or "School/Team Contact").
 6. Fill out the form. It will immediately email me to inform me that you've registered.
 - If you are logged in, it will automatically update your information.
 - If you are not logged in, it will immediately email me that your registration form has been completed but you will not have access to the site until I approve the registration form. You will be notified via email once you are added. This email will contain your username and password needed to access RefTown.
- **Note that**
 - *No information is ever made publicly available.*
 - *Items marked as "Private" can only be accessed by administrators*
 - *School Personnel: If you need access to multiple schools, select one on the form and contact me to have the rest added.*

General Instructions for Athletic Directors, Coaches, & Athletic Secretaries with access to more than one school: You are actively logged into only one school at a time. In the "My Account" menu (top right) you will find a list of schools to which your name is linked. To change to another of your linked accounts, click the name of the desired school in the "My Account" menu. If you do not see one of your schools in the list, contact me to have it added (a form to request such access will be available soon).

General Instructions

- If at any time you need to update any account information, log in and click "My Account" in the upper right-hand corner and then "Edit Account".
- RefTown currently has 2 types of accounts: Officials, and School Contact. *Each account must have a unique username.* If you have already set the username for one type of account to a preferred username, you will not be able to use that same username for another type of account unless you first change the first one to something else.
- Each association/sport is fully independent. You may choose to set your passwords and usernames the same in more than one association but you must make the change in each. At this time, there is no automatic linking of accounts in different associations.

To get a username and password:

1. Go to www.reftown.com
2. Click **Login** (In top right corner)
3. Click "First Time on RefTown" (on the right)
4. Enter your email address
5. Click "Send My Password". A username and password will be sent to you if the email address is listed on the roster of any organization using RefTown. It should arrive in just a few minutes. If you don't receive it in 5-10 minutes, you should check your junk mail folder.

To login:

1. Go to www.reftown.com
2. Click **Login** (In top right corner)
3. Select the association (TPCVOB etc.)
4. Enter your username (email address by default but can be changed)
5. Enter your password
6. Click the Login button.

7. Once logged in, the name of the account you've logged into will appear in the upper right near the login/logout buttons.

To change your password:

1. Two ways to get there.
 - a. Go to the login screen (while logged out)
 - b. Or Go to "My Account" (in top right of screen) and "Edit Account"
2. Click "Change My Password"
3. Enter the association, username/email and old password as in #3, 4, and 5 above.
4. Enter the new password in both new password boxes.

To see your games while logged in:

1. Select "Matches" in the "Schedules" menu.
 - a. This defaults to your matches
 - b. You can use the "Search for Matches" to narrow the list of games to only JV, Varsity, etc.
You can also use the "Search for Matches" to see other games serviced by this association.
 - c. You can also find games for any specific school through the Schools Directory or the "Search for Games".

Official's Availability:

Follow the directions to input your availability.

Having trouble:

- o Contact
 - o Rich Rohde, Webmaster, Rich@RefTown.com
 - o Camron Rust, RefTown Developer, Camron@RefTown.com

TACOMA-PIERCE COUNTY VOLLEYBALL OFFICIALS BOARD

2008 Meeting Dates

All meetings at Fife High School unless otherwise noted

Fife HS Address: 5616-20th St. E. 253-517-1100

Saturday, Aug. 23 – UW-Tacoma	<u>OTP Collegiate Officials Clinic</u> Required for officials refereeing collegiate matches GNAC Conference Meeting PAVO Line Judge Certification Clinic	9:00am-1:30pm Tacoma, WA 2:00-3:00pm 3:15-4:15pm
Monday, Aug. 25 Fife HS-Room 601	<u>Apprentice Session I - Registration & Training</u>	6:30 - 9:30pm
	<i>General Membership</i>	
Thursday, Aug 28 Fife HS-Cafeteria	<u>Packet distribution & new official registration</u> Pizza and Pop provided <u>Pre-season Organizational Meeting</u> <u>Apprentice Training & College Officials Meetings</u>	6:00 - 6.30pm 6:30 – 7:30pm 7:30 – 8:00pm
	<i>General Membership</i>	
Monday, Sept. 1 Fife HS-Gym 601	New Officials & Officials unable to take online in Computer Lab Review of Federation test with answers Presentation by clinician Virginia Hays Professionalism, R2 duties, Pre-match and post-match communication and more Ball handling issues...R1/R2 communication tips	4:30 - 6:00pm 6:00 – 8:30pm
Tuesday, Sept. 2 Fife HS-Gym 601	<u>Apprentice Session II – Classroom & Practical Experience in Gym</u>	6:00 - 9:30pm
Thursday, Sept. 4 Fife HS-Gym 601	<u>Apprentice Session III – Classroom & Practical Experience in Gym</u>	6:00 - 9:30pm
Sunday, Sept 7	WIAA High School Makeup Clinic & Exam makeup Location: Puyallup Nazarene Church-1026 7th Ave. SW. Puyallup	6:30 – 8:00pm
Meeting Option	You may observe one high school varsity match as part of your five required meetings (tournaments not included). College officials may also observe college matches. A meeting makup/observation form must be completed and turned in by November 1 to get credit.	
	<i>General Membership</i>	
Sunday, Sept. 14 Fife HS Cafeteria	Rec. Ball Clinic/General Discussion/Rule Review College Officials & Apprentice Officials Meeting (MANDATORY)	6:00 - 7:15pm 7:15 - 7:45pm
Saturday, Sept. 27	SCOREKEEPING CLINIC—MANDATORY FOR ALL NEW OFFICIALS Sumner HS (JV Tournament)—You MUST keep score from 9am-1pm or 1-5pm.	
	<i>General Membership</i>	
Sunday, Sept. 28 Fife HS Cafeteria	Nomination Announcement, General Rules & Situational Discussion College Officials & Apprentice Officials Meeting (MANDATORY)	6:00 - 7:15pm 7:15 - 7:45pm
	<i>General Membership</i>	
Sunday, Oct. 19 Fife HS Cafeteria Fife HS Cafeteria	<u>Slate of Candidates presented to Membership</u> DON'T GET CAUGHT WITH YOUR PANTS DOWN! Discussion College Officials & Apprentice Officials Meeting (MANDATORY) Apprentice officials to take test for rec.ball	3:00 – 4:15pm 2:00 - 2:45pm 2:00 - 3:00pm
	<i>General Membership</i>	
Thursday, Nov. 20	<u>Elections, Refreshments, Year-end Review, Awards</u> Anahuac Mexican Restaurant -9002 Pacific Avenue.-253-538-7195	5:30 - 8:00pm

All officials must attend 5 of 7 General Membership meetings scheduled for, Aug. 28, Sept. 1, Sept 14, Sept. 28, Oct 19 and Nov. 20 (excluding the OTP & Apprentice Training Sessions)

All new officials must attend 5 of 7 General Membership meetings scheduled for, Aug. 28, Sept. 1, Sept. 14, Sept. 28, Oct. 19 and Nov. 20, plus all 3 Apprentice Training Sessions on August 25, September 2 & 4 and pass the NFHS test. They are also required to attend the Scorekeeping Clinic on Sept. 27.

All College officials must attend College meetings scheduled for Sept. 14, Sept. 28, October 19 plus the OTP clinic on Aug. 23rd

TACOMA-PIERCE COUNTY VOLLEYBALL OFFICIALS BOARD
253-848-1360 (home evenings) 253-677-2872 (cell) 253-848-3317 (fax) blaumarc@qwest.net (e-mail)
9908 - 63rd Ave. Ct. E, Puyallup, WA 98373-1170

www.tpcvob.com

“Who to call 2008”

- Mike Boisture** **President** (H) 253-435-8691
Questions regarding Constitutions & By-laws mboisture@puyallupnazarne.org
All official concerns
- Davina Serdahl** **1st Vice President** (H) 360-458-4486
Video Librarian dserdahl42@yahoo.com
1) Questions regarding NAGWS testing
2) Suggestions for membership meeting agenda's
3) Recruitment
- Tina Preece** **2nd Vice President** (H) 253-875-6427
1) Rating request im4liberty@email.com
2) Questions concerning evaluations
3) Check-out instructional videos from library
- Earl Powell** **Past President** (H) 253-549-0799
1) Year-end party suggestions legalexpress@msn.com
2) 2nd VP nominations
3) Grievances regarding TPCVOB policy/procedure
4) Wayne Gardner Match Point Honor Award nominations
- Sandy Gaschk** **Recording Secretary** (H) 253-265-2955
1) Meeting Attendance/make-up ssg53d@msn.com
2) Meeting minutes, attendance and roster update
3) Request for patches, rulebooks and sweaters
- John Wohn** **Treasurer** (H) 253-272-8543
1) Questions regarding pay statements jwohn@yahoo.com
2) Questions regarding 1099 tax statements
- Marc Blau** **Assigning Secretary** (H) 253-848-1360
1) Assignments; call between 8-10:30 P.M. After 8 P.M. & weekends
2) Change in match officiated (Cell) 253-677-2872
3) Changes in your availability to officiate blaumarc@qwest.net
4) Meeting "Make-up" game date 253-848-3317 (fax)
5) Recruitment
6) Officiating problems:
a) with school facility/equipment d) match protests
b) with fellow officials e) rule interpretation
c) with coaches
- Teri Wood** **Apprentice Trainer** (H) 253-475-7351
1) Questions from new officials regarding all aspects of training
twood@tacoma.k12.wa.us
- John Wohn** **Administrative Assistant** (H) 253-272-8543
1) Officials notebook (new & updates) jwohn@yahoo.com
2) School packets & updates, membership updates & information mailing.

Subject: Online Clinic / Test

The online clinics/tests are available. Please remember that officials can only access the information if their SSN and background check are on file with the WOA.

Login Process:

Officials go to www.woa-officials.com

Click on the menu bar that says For Officials – Online Rules Clinic

Username - Type in the first initial of their first and last name, plus the last four of their SSN: John Doe 123-45-6789 = jd6789

Password – Type in birth date: 1/10/1955 = 11055 or 1/1/1955 = 10155 (There must be a 0 in front of a single digit for day, but not for the month)

Repeat for “Online Rules Test” and follow instructions.

Your clinic and exam must be completed by September 10th at the latest.

If your name does not appear on the list then you must take the exam in person.

This is an open book test.

If there are any problems accessing the site or errors while taking the clinic/test, please forward a detailed explanation of the problem directly to me and I will get a response from the state office on how to rectify the situation.

Marc

TACOMA-PIERCE COUNTY VOLLEYBALL OFFICIALS BOARD

2007-08 - MILEAGE CHART

Annie Wright.....	\$12.00 per official
Auburn, Auburn Mountainview, Covington Christian, Kentview Christian.....	\$16.00 per official
Beaver Lake.....	\$40.00 per car
Bethel, Frontier JH, Cougar Mountain JH, Graham-Kapowsin HS	\$16.00 per official
Buckley (White River) & Carbonado	\$16.00 per official
Cedarcrest*	\$14.00 per official
Charles Wright	\$13.00 per official
Chief Kanim M.S.....	\$40.00 per car
Christian Faith H.S. & Evergreen Lutheran & Showalter	\$20.00 per official
Clover Park Schools	\$13.00 per official
Eatonville	\$17.00 per official
Enumclaw	\$16.00 per official
Federal Way Schools	\$15.00 per official
Fife School	\$13.00 per official
Franklin Pierce Schools	\$13.00 per official
Heritage Christian.....	\$13.00 per official
Islander.....	\$35.00 per car
Issaquah.....	\$40.00 per car
Kent Schools	\$17.00 per official
Key Peninsula.....	\$17.00 per official
Life Christian.....	\$12.00 per official
Maywood.....	\$40.00 per car
North Thurston, River Ridge, Timberline	\$37.00 per car
Orting	\$16.00 per official
Peninsula, Gig Harbor, Lighthouse Christian.....	\$15.00 per official
Pine Lake.....	\$40.00 per car
Puyallup Schools	\$14.00 per official
Renton	\$24.00 per car
Seattle Christian H.S.	\$18.00 per official
Snoqualmie M.S.	\$45.00 per car
Spanaway Jr. High*	\$14.00 per official
Spanaway Lake High School*.....	\$14.00 per official
Steilacoom.....	\$13.00 per official
Sumner Schools	\$15.00 per official
Tacoma Baptist.....	\$12.00 per official
Tacoma Schools.....	\$12.00 per official
Tahoma Schools (Maple Valley) & Showalter MS.....	\$17.00 per official
Tolt MS.....	\$42.00 per car
University Place Schools.....	\$13.00 per official
Vashon (Ferry Fee is \$14.40 and Passenger is \$4.40)	\$14.00 per official & ferry fee
Yelm.....	\$17.00 per official
NCAA Colleges: PLU	\$13.00 per official
UPS	\$12.00 per official
St. Martins College.....	\$36.00 per car
The Evergreen State College.....	\$44.00 per car
Community Colleges (TCC \$12, GRCC \$16, PCC \$13, HCC \$18)	per official
Recreation Depts: Tacoma	\$12.00 per assignment
Pierce County.....	\$13.00 per assignment
Gig Harbor	\$15.00 per assignment
Buckley.....	\$16.00 per assignment
Sumner	\$15.00 per assignment
Enumclaw	\$16.00 per assignment

* Exception to district charges. All schools located outside these districts will pay a negotiated travel fee that must be arranged in advance.

TACOMA-PIERCE COUNTY VOLLEYBALL OFFICIALS BOARD

Below is the fee schedule for girl's volleyball matches for the 2008 season. These fees are consistent with the W.I.A.A. established fees.

<u>All Classifications</u>	<u>3/5</u>	
<u>Varsity Match</u>	<u>R1</u>	<u>R2</u>
Two Officials	\$48.00	\$42.00
One Official	\$50.00	-----
<u>J.V./"C"/9th Grade Match</u>	<u>2/3</u>	<u>3/3</u>
One Official	\$33.00	\$36.00
Two Officials	\$31.00 each	\$34.00 each

League Playoff/District Competition

All Classifications \$50.00 each (3/5)

Junior High/Middle School

<u>9th</u>	<u>8th/7th</u>
2/3 - \$33.00 each	2/3 - \$29.00 each
3/3 - \$36.00 each	3/3 - \$32.00 each
	2/2 - \$29.00 each

NOTE: A. Schools playing matches with a guaranteed 3 games will be assessed an additional \$3.00/match. Schools playing 3 games guaranteed **must** declare this at the start of the season otherwise officials will not be obligated to work additional games on a last minute's notice.

B. Jr. High/Middle schools playing Extended contests will be charged \$7.50/game.

C. For single assignments for High School JV/C/9th grade matches and for all Jr. High/Middle School matches, there will be an additional \$10.00 assessment.

TACOMA-PIERCE COUNTY VOLLEYBALL OFFICIALS BOARD

9908 - 63rd Ave. Ct. E.

Puyallup, WA 98373

253-848-1360

Date: June 1, 2008

Memo To: Metro Parks Tacoma
Pierce County Parks & Recreation Dept.
Sumner Parks & Recreation Dept.
Buckley Recreation Dept.
Enumclaw Parks & Recreation Dept.

Toni Turnbull
Meredith Cutting
Becky Giles
Traci Williams
Michelle Larson

From: Marc H. Blau, Assigning Secretary

Subject: Recreation Volleyball Officials Fees

Match Fee: Youth Leagues & Tournaments (3/3) \$20.00 for 8/1/08-7/31/09

Adult Leagues & Tournaments (3/3) \$22.00 for 8/1/08-7/31/09

* For single match assignments, add \$10.00 to fee.

Assigning Fee: Youth Leagues & Tournaments (per team) \$20.00 for 8/1/08-7/31/09

Adult Leagues & Tournaments per team) \$25.00 for 8/1/08-7/31/09

Mileage: Tacoma School District Gyms \$14.00/official

Clover Park, F. Pierce, U. Place,
and Fife School District Gyms \$15.00/official

Puyallup School District Gyms \$16.00/official

Peninsula, Sumner & Federal Way
School District Gyms \$17.00/official

White River School District Gyms \$18.00/official

Enumclaw School District Gyms \$18.00/official

Billing Fee: Bills are sent on a per season basis. \$50.00/season for 8/1/08-7/31/09

L & I Coverage: Assessed on a "per assignment" basis and charged at the prevailing rate as established by the Dept. of Labor & Industries and subject to change.
Rate as of 1/1/2008 is .2186/assignment. Subject to change by Dept of L&I.

If upon arrival at a match site, the evening's schedule has been canceled without notification to the Assigning Secretary, the official(s) will be paid a fee equal to two (2) matches plus mileage.

The above mileage fees are valid through 7/31/09.

Statement of Earnings & Deductions (Sample)
2008 Season

John Doe
123 N. Main St.
Tacoma, WA 98400

Date: 7/23/2008

Earnings

Match Income	\$500.00
Mileage	\$43.00
Total Earnings	\$543.00

Deductions

Admin fee @ 10.00% of match income	\$50.00
Next Year's Local Dues	\$15.00
Next Year's State Dues (WOA)	\$40.00
Next Years PAVO Dues	\$45.00
Sweater (TPCVOB)	\$33.00
Rule book (NCAA)	\$10.00
Patches (WOA \$3.00, PAVO \$5.00)	\$8.00
Fines assessed: No Show 9/25	\$30.00
Rating Fees	\$25.00
OTP clinic	\$25.00
Total Deductions	\$281.00

Total	\$262.00
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Net Check Amount	\$262.00
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Check #

NARROWS & SOUTH PUGET SOUND LEAGUES

VOLLEYBALL WARMUP PROCEDURES (2008)

The Libero may be used in all varsity and sub varsity matches – no switch at 8 pts.

NARROWS LEAGUE – “4A”

Bellarmine, Central Kitsap, Foss, Gig Harbor, Lincoln, Mt. Tahoma, Olympia, Shelton, South Kitsap, Stadium, Wilson.

The home teams will warm-up first. **Note: Home team will provide both line judges, unless the visiting team brings their own.**

Varsity – 3/5 Rally score to 25 – 5th game to 15 no cap.

JV/C Rally score 25-25-15 all games, no cap.

Afternoon Matches

a. JV and Freshman (C) will play the 1st match. Warm-up time is 7/7/2. Start time is 3:30 P.M. unless otherwise stipulated. JV match will be played on the varsity court so that varsity contest can start on time.

b. Varsity will play the 2nd match. Warmup time is 7/7/2. Start time is no earlier than 4:45 P.M.

SOUTH PUGET SOUND LEAGUE - "4A" & "3A"

4A, South Division-Beamer, Bethel, Curtis, Decatur, Emerald Ridge, Graham Kapowwin, Puyallup, Rogers, Spanaway Lake.

4A, North Division-Auburn, Auburn-Riverside, Federal Way, Jefferson, Kentlake, Kent-Meridian, Kentridge, Kentwood, Tahoma.

3A-Auburn, Auburn Mtnview, Bonney Lake, Clover Park, Enumclaw, Franklin Pierce, Lakes, Peninsula, Sumner, White River.

The home teams will warm-up first. **Note: The home team will supply both line judges for ALL matches.**

Varsity – 3/5 Rally score to 25 – 5th game to 15 no cap.

JV/C Rally score 25-25-15 all games, no cap. Non-deciding games starting after 7:00pm will not be played.

Afternoon Matches

a. Varsity will play the 1st match - warmup time is 7/7/1 - start time is 3:30 P.M.

b. JV will play the 2nd match - warmup time is 5/5/1 - start time is immediately following the Varsity match.

Evening Matches

a. JV will play the 1st match - warmup time is 5/5/1. Coin flip approx. 5:35 P.M. Warm-up starts at 5:45 P.M. Serving starts at 5:56 P.M. Start time is 6:00 P.M.

b. Varsity will play the 2nd match - warmup time is 7/7/1 - start time is NO earlier than 7:15 P.M.

OLYMPIC LEAGUE – 3A/2A/1A

3A – Bremerton, North Kitsap, Pt. Angeles, and Olympic.

2A – Kingston, Klahowya, North Mason, and Sequim.

1A----Port Townsend

**WESTERN CASCADE CONF., EMERALD CITY, NISQUALLY, & SEA-TAC
VOLLEYBALL WARMUP PROCEDURES (2008)**

The Libero may be used in all varsity and sub varsity matches – no switch at 8 pts. All Leagues

WESTERN CASCADE CONFERENCE - “3A”

Capital, North Thurston, Timberline, and Yelm.

Varsity – 3/5 Rally score to 25 – 5th game to 15 no cap.

JV/C Rally score 25-25-15. First two games to 25, cap at 27. Third game to 15, cap at 17.

1. Home teams will warm-up first. Home team provides two adult line judges for varsity match.
2. JV & C matches start at 6:00pm. Varsity match starts no earlier than 7:00pm.
3. Warm-up: JV & C is 7/7/2 starting at 5:40pm. Varsity is 7/7/2 with a minimum of 10 minutes shared, prior to the start of the official warm-up.
4. Each team will provide a line judge for the C/JV matches, students or adults are acceptable.

A five-minute break will occur between games two and three unless both coaches agree to waive this break during the pre-match conference with the officials.

NISQUALLY LEAGUE - “2A” & “1A”

1A-Cascade Christian, Charles Wright, Chimacum, Life Christian (2B), Orting, Seattle Christian, Vashon

2A-Eatonville, Fife, Steilacoom, Washington.

Varsity – 3/5 Rally score to 25 – 5th game to 15 no cap.

JV/C – 3/3 Rally score 25-25-25 all games, no cap.

Exception: A non-deciding third game will be played to 15 points, no cap, if it starts after 5:30pm for 1A matches and after 6:30pm for 2A matches.

The home teams will warm-up first. Note: The home team will provide both line judges.

Evening Matches

1A-JV start time is 4:30 P.M. Varsity start time is 5:45 pm

2A-JV start time is 5:30 P.M. Varsity start time is 6:45 pm

1. Warm-up is 7/7/2 for both JV and Varsity

EMERALD CITY LEAGUE - “1A”

Annie Wright, Bellevue Christian, Bush, Cedar Park Christian, Forest Ridge, Northwest School (JV only), Overlake, University Prep, and Seattle Academy (JV only).

Varsity – 3/5 Rally score to 25 – 5th game to 15 no cap.

JV Rally score 25-25-25 all games, no cap. Exception-A non-deciding game is capped at 15.

Note: Home team will provide line judges unless visiting team provides own.

JV will be played first with start time TBA - warm-up is 5/5/2. JV matches are rally to 25 points, no cap

Varsity will be played second using rally scoring to 25, a 5th and deciding game, it will go to 15, no cap.

Warm-up begins immediately after the end of the JV match. Warm-up is 5 min. shared ball handling (no cross court hitting) and then 5/5/2.

SEA-TAC LEAGUE - “2B/1B”

2B- Bear Creek, Chief Leschi, Christian Faith, Evergreen Lutheran, Rainier Christian, Kings West, Quilcene, Seattle Lutheran, Summit. Tacoma Baptist.

1B- Auburn Adventist, Eastside Prep, Lighthouse Christian, Mt. Rainier Lutheran, NW Yeshiva, Puget Sound Adventist.

Varsity – 3/5 Rally score to 25 – 5th game to 15 no cap.

JV Rally score 25-25-15 First two games are no cap.

Third game is no cap if a deciding game. Third game is capped at 15 if non-deciding game.

The home team will warm-up first. Note: Home team will provide both line judges.

Visiting team may provide a line judge upon approval by home team.

Afternoon Matches - JV start time is 4:30 p.m. Varsity start time is immediately following the JV match.

1. Five (5) minutes shared warm-up time is held prior to start of both Varsity & JV warm-up (Ball handling only - no cross court hitting).
2. JV will play the first match 3/3 - warm-up time is 7/7/2.
V will play the second match 3/5 - warm-up time is 7/7/2.

MIDDLE SCHOOL/ Jr. H - VOLLEYBALL WARM-UP PROCEDURES (2008)

Unless specifically noted, leagues will play with regular height net, standard and approved volleyball, serving from end line and optional Libero.

SPSL Jr. HIGH LEAGUE - Puget Division - Bethel, Cedarcrest, Columbia JH, Cougar Mountain, Curtis, Frontier, Spanaway - Sound Division - Aulen, Ballou, Edgemont, Ferrucci, Glacier View, Kalles, Stahl.

9th/8th rally score 21-21-21 all games, no cap. School using the Libero must provide their own Libero tracker at away matches.

1. Start time is: 3:30 p.m. Warm-up is: 7/7/2 for 9th grade, 5/5/2 for 8th grade, 5/5/2 for 7th grade
 - a. Sound Division 9th grade warm-up will be 10/10/2 and will always be played first.
2. Afternoon matches: varsity or 9th grade goes first.
3. Evening matches: Jr. Varsity or 8th grade goes first.
4. Schools will need to begin their warm-ups if the referee is not at the school to start it on time.
5. Warm-up time may be reduced by mutual agreement of both coaches in order to insure that matches are started on time.

BETHEL SCHOOL DISTRICT 7th grade program – Bethel, Cedarcrest, Cougar Mountain, Curtis, Frontier, Spanaway, and Surprise Lake.

7th Rally score 21-21-21 all games, no cap. Schools using the Libero must provide their own Libero tracker at away matches.

1. Matches 3/3
2. Warm-ups must be completed in auxiliary gyms. Shared 2 minutes on main court for serving.
3. For 1st match of the day, warm-up is 5/5/2. If both teams are present at least 20 minutes before match time, warm-up will be on the main court with visiting team warming up first. Otherwise teams will use main and auxiliary gym to warm up simultaneously and then convene on the main court for 2 minutes of serving time.

NISQUALLY MIDDLE SCHOOLS (V-3/3, JV-3/3) - Cascade Christian, Charles Wright, Life Christian, Seattle Christian, Showalter, Tacoma Baptist.

8th/7th rally score 25-25-15 points no cap on first two. 3rd game to 15 points with 17-point cap.

Libero and net serve will be used

Afternoon Matches - 8th/7th JV start time is 3:30pm Varsity start time is immediately following the JV match.

1. JV will be played first. Warm-up time is 5/5/2. **JV players** are allowed to take one step in when serving.
2. Varsity will be played second. - Warm-up time is 7/7/2.

CHINOOK MIDDLE SCHOOLS (V-3/3, JV-3/3) - Annie Wright, Carbonado, Chief Leschi, Heritage Christian, King's West, Lighthouse Christian (Gig Harbor), Rainier Christian.

8th/7th rally score 25-25-15 points no cap on first two. 3rd game to 15 points with 17-point cap.

Libero and net serve will be used

Afternoon Matches - 8th/7th JV start time is 3:30pm Varsity start time is immediately following the JV match.

1. JV will be played first. Warm-up time is 5/5/2. **JV players** are allowed to take one step in when serving.
2. Varsity will be played second. - Warm-up time is 7/7/2.

FOOTHILLS MIDDLE SCHOOL LEAGUE (V- 3/3, JV 3/3) - Beaver Lake, Chief Kanim, Islander, Issaquah, Maywood, Pine Lake, Snoqualmie, Tolt, and Twin Hills.

8th/7th rally score 21-21-21 all games, no cap. Libero will not be used in either level.

Note: Unlike in past years, taking the serve with an overhead pass WILL be allowed if done legal within the rules.

1. JV & Varsity warm-up 7/7/2. Can be reduced if time is a factor, if both coaches agree.
2. Each team provides a line judge. Can be students or adults.
3. There must be an adult at the scorer's table to assist as needed.

Unless specifically noted, leagues will play with regular height net, standard and approved volleyball, serving from end line, and optional Libero.

PENINSULA SCHOOL DISTRICT MIDDLE SCHOOL (V-3/3, JV-3/3) - Goodman, Harbor Ridge, Key Peninsula, Kopachuck.

8th/7th rally score 21-21-21 all games, capped at 25 points. Libero will not be used in either level.

Each school must provide a line judge

1. Warm-up is 7/7/2 for 8th grade & 5/5/2 for 7th grade.

TACOMA MIDDLE SCHOOL LEAGUE –8th 2/3, 7th 2/2, 6th 2/2 - Baker, Gault, Giaudrone, Gray, Hunt, Jason Lee, Mason, McIlveigh, Meeker, Stewart, Truman

8th Rally score Best 2/3 to 25 points in first two games, no cap (win by two). Third deciding game is to 15 points, no cap

7th/6th Rally score, two games to 21 points no cap (win by two).

1. The home team will warm up first. Warm-up times for 6th, 7th, 8th grade matches are 4/4/2.
2. The 8th grade match will be played first, followed by the 7th grade. 6th grade matches will be played at the opposite site.
3. 6th grade players may be allowed to serve from a line 4' inside the court.
4. 6th grade programs only are allowed to use a lighter ball for matches. This ball does NOT need to have the official NF stamp on it because WIAA does not govern 6th grade programs.
5. The home team will provide an adult scorekeeper.
6. Line judges - Each team will each provide a line judge.
7. Net height - 7 feet 4 1/4 inches.
8. Scoring device - scoreboard or flip cards.

McMurray MS:

Warm-up is 5/5/2.

Match Format: Rally score 25-25-25 if the third game determines the winner of the match.

If not used to determine the winner of the match, the third game will be played to 15 points.

Community Colleges - Green River, Tacoma, Pierce, Highline, Olympic

Time Allotted	Actual time	Visible time	Protocol
:41	6:00pm 6:41pm	60:00	*Court available for shared warm-up
	6:30pm	30:00	Coin toss
:04	6:41pm 6:45pm	19:00 15:00	Visiting Team Full Court
:04	6:45pm 6:49pm	15:00 11:00	Home Team Full Court
:05	6:49pm 6:54pm	11:00 06:00	Visiting Team Full Court
:05	6:54pm 6:59pm	6:00 1:00	Home Team Full Court
:01	6:59pm 7:00pm	1:00 0:00	Team huddle/Announcements National Anthem & Introductions

Comments: 3/5 rally to **25** - fifth game rally to 15 no cap. All players will line up on the end line before intros. Officials signal after intros and teams huddle. Starters then just enter the court (with Libero making exchange after line-up checks) without lining back up on the endline. Verify process with coaches.

Balls: Baden Perfection or Baden Elite-white or colored panels are acceptable for league play.

Promo: None

Uniforms: NWAACC rules state that the uniform numbers must be in the center front on all jerseys. All teams must comply.

Deciding game: Teams must switch at 8.

* No shared hitting or serving.

Note: If this protocol is used, it should be at the scorers' table when the visiting team arrives.

NCAA D3 – P.L.U. and U.P.S.-Northwest Conference

Time Allotted	Actual Time	Visible Clock	Protocol
:41	6:00 p.m. 6:30 p.m. 6:41 p.m.	60:00 30:00 19:00	*Shared warm-up Coin toss
:04	6:41 p.m. 6:45 p.m.	19:00 15:00	Visitor Team Full Court
:04	6:45 p.m. 6:49 p.m.	15:00 11:00	Home Team Full Court
:05	6:49 p.m. 6:54 p.m.	11:00 06:00	Visitor Team Full Court
:05	6:54 p.m. 6:59 p.m.	06:00 01:00	Home Team Full Court
:01	6:59 p.m. 7:00 p.m.	01:00 00:00	Team huddle and Announcements
	7:00 p.m.	00:00	National Anthem & Introductions

7:00 p.m. National Anthem, player intros, match begins

Comments: 3/5 rally to **25** - fifth game rally to 15 no cap.

Balls: Molten IV58L Super Touch ball, used for all NWC matches.

Promo: There will be an 8-minute intermission between games 2 and 3. Last three minutes warm-up. (Whether or not the home team is running a promo.)

Libero with 15 total subs for all NWC matches.

Deciding game: Teams must switch at 8.

Note: When one team has exclusive use of the court, the other team cannot be on the playable surface for warm-up—they must be at their bench or off the playable surface.

Clock will not pause

NCAA D2 - Great Northwest Athletic Conf.

Time Allotted	Actual Time	Visible Clock	Protocol	Officials Protocol
:41	6:00 p.m. 6:30 p.m. 6:41 p.m.	60:00 30:00 19:00	*Shared warm-up Coin toss	In uniform, the R1 checks the net while the R2 checks the game balls. R1 converses with line judges & ball retrievers. R2 converses with score keeper and assistant score keeper
:04	6:41 p.m. 6:45 p.m.	19:00 15:00	Visitor Team Full Court	Watch the setter or setters if the team uses multiple setters, tendencies of the team as to the offense-does the team run backrow attack, slides, quick, libero attack etc.
:04	6:45 p.m. 6:49 p.m.	15:00 11:00	Home Team Full Court	Same as the previous four minutes.
:05	6:49 p.m. 6:54 p.m.	11:00 06:00	Visitor Team Full Court	Line judge on the opposite side of the court would move to their corner and watch balls landing in the court from the attacking team during warm-ups. Avoid chasing and hitting balls back to the net.
:05	6:54 p.m. 6:59 p.m.	06:00 01:00	Home Team Full Court	Line judge on the opposite side of the court would move to their corner and watch balls landing in the court from the attacking team during warm-ups. Avoid chasing and hitting balls back to the net.
:01	6:59 p.m. 7:00 p.m.	01:00 00:00	Team huddle and Announcements	00:45 - R1 & line judge #2 cross the court TOGETHER – line judge places flag and ball(s) on referee stand. BOTH officials move to the sideline between the attack line and net. R1 stands next to the net. 00:15 – R2 and line judge #1 (without equipment) move to the sideline between the attack line and net. R2 stands next to the net.
	7:00 p.m.	00:00	National Anthem & Introductions	00:00 - R2 makes sure the teams have broken the huddle. Officials stand with toes just off the court line. Hands can be at the side, or behind the back rather than clasped in front of the body. Officials turn and face the flag for the National Anthem. Usually the right hand is placed over the heart for the PLEDGE OF ALLEGIANCE and left at the official's side for the National Anthem. After the introductions, line judges collect equipment and move to respective positions. Check the net antenna one last time before getting in to final position. Hold the ball until the R2 rolls the 3rd ball to the first server. Then roll ball 2 and 3 to the ball crew. AT THE END OF GAMES 1-4, collect the game balls and place the volleyballs on the score table. Control of the ball during timeouts: The ball crew holds all volleyballs during the time out.

Comments: 3/5 rally to **25** - fifth game rally to 15 no cap.

Balls: Baden ball with school colors may be used as long as a third of it is white.

Promo – 10-minute intermission between games 2 & 3 The last three minutes are for warm-up.

Deciding game: Teams must switch at 8.

* No shared hitting or serving.

NAIA Colleges - The Evergreen State College – Cascade Conf.

Time Allotted	Actual time	Visible time	Protocol
:41 min.	6:00pm 6:30pm 6:41pm	60:00 30:00 19:00	*Shared Court Coin toss
:04 min.	6:41pm 6:45pm	19:00 15:00	Visiting Team Full Court
:04 min.	6:45pm 6:49pm	15:00 11:00	Home Team Full Court
:05 min.	6:49pm 6:54pm	11:00 6:00	Visiting team Full Court
:05 min.	6:54pm 6:59pm	6:00 1:00	Home Team Team Huddles
:00 min.	7:00pm		Introductions & National Anthem

Comments: 3/5 rally to **25** - fifth game rally to 15 no cap.
 Balls (conference play): Baden - Red, white & blue only
 Promo (optional): 10 minutes intermission between games 2 & 3.
 Last 3 minutes warm-up.
 Deciding game: Teams must switch at 8.
 * No shared hitting or serving.
 Unlimited substitutions allowed

Note: If this protocol is used, it should at the scorers' table when the visiting team arrives.



Site:

Court #

Match #

Date:

WIAA VOLLEYBALL SCORE SHEET

Serving Order	PLAYERS NUMBERS	First Serve		Serving Order	PLAYERS NUMBERS
		1 26	26 1		
1		26 1	1 26	1	
		27 2	2 27		
		28 3	3 28		
		29 4	4 29		
2		30 5	5 30	2	
		31 6	6 31		
		32 7	7 32		
		33 8	8 33		
3		34 9	9 34	3	
		35 10	10 35		
		36 11	11 36		
		37 12	12 37		
		38 13	13 38		
		39 14	14 39		
5		40 15	15 40	5	
		41 16	16 41		
		42 17	17 42		
		43 18	18 43		
		44 19	19 44		
		45 20	20 45		
		46 21	21 46		
		47 22	22 47		
		48 23	23 48		
		49 24	24 49		
		50 25	25 50		
SUBSTITUTIONS: 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 _____ Comments: _____					
Time Outs score outs _____					
Print Name and Sign					
Referee					
Umpire					
Scorer					
GAME# 1 2 3 4 5 FINAL SCORE					
Winning Team: _____ Losing Team: _____					

Instructions for using the WIAA Score sheet:

PRE-MATCH:

- Fill in Site, Court#, Match#, and Date
- Write team names on the correct serving side
- Make a mark in the box under First Serve when the official reports results of the pre-match conference
- Fill in starting player numbers by serving order for each team, marking the captains with a 'c'
- Write in Referee, Umpire, and Scorekeepers name
- Circle the number of the game being played

DURING THE GAME:

- At the moment of contact for serve, make a circle on the first line for the first server in the scoring section.
- If the serve scores a point – put the point number in the circle and circle the corresponding point in the running score column.
- If the serve is a point for the receiving side, put an R in the circle then move to the other side of the score sheet and make a square on the 1st line of the next server in the scoring section – put the point number for that team in the square and square the corresponding running score column.
- Make a circle at the moment of contact next to the square as that team serves. The outcome of that play goes in that circle.
- Continue throughout the game with circles and squares, depending on if the point was scored while serving (circle) or receiving (square).
- If/when the Libero serves, put a triangle around the Serving Order number position in which she is serving, a triangle instead of a circle when she contacts the ball, and a triangle around any corresponding points scored in the running score column. The Libero will be able to serve only in this service position.

SUBSTITUTIONS:

- Whenever the substitution is happening, the information gets written.
- If the serving team is substituting, put an S where the next serve circle would go and then the number of the player going in over the number of the player coming out (like a fraction) i.e. serving team #3 is going in for #17 – **S 3/17**.
- If the receiving team is substituting, put an Sx where the next serve circle would go and then the number of the player going in over the number of the player coming out (like a fraction) i.e. receiving team #8 is going in for #2 – **Sx 8/2**.
- Circle the number of the substitution at the bottom of the line score – each team is allowed 18 substitutions per game, unlimited individual and the Libero does not count as a substitution.

SANCTIONS:

- All sanctions must be written in the Comments section of the score sheet and include player number or coach name, score at the time of the sanction, outcome of the sanction, and a *brief* description of the situation.

END OF GAME:

- Fill out Winning Team and Losing Team FINAL SCORE.
- Scorekeeper signature.
- Official signs the score sheet at the end of the match.

CODE	Served	Point	Rotate	Play-over	No Serve	Mind Change	Libero Serve	Serving team Substitutes	Receiving team Substitutes
Symbol in line score	○	③	Ⓜ	Ⓟ	③	M	△	S	Sx

LIBERO TRACKING SHEET

	TEAM:		
GAME	Serving Order	SP	
1	1		
	2		
	3		
	4		
	5		
	6		

	TEAM:		
Serving Order	SP		
1			
2			
3			
4			
5			
6			

	TEAM:		
GAME	Serving Order	SP	
2	1		
	2		
	3		
	4		
	5		
	6		

	TEAM:		
Serving Order	SP		
1			
2			
3			
4			
5			
6			

	TEAM:		
GAME	Serving Order	SP	
3	1		
	2		
	3		
	4		
	5		
	6		

	TEAM:		
Serving Order	SP		
1			
2			
3			
4			
5			
6			

	TEAM:		
GAME	Serving Order	SP	
4	1		
	2		
	3		
	4		
	5		
	6		

	TEAM:		
Serving Order	SP		
1			
2			
3			
4			
5			
6			

	TEAM:		
GAME	Serving Order	SP	
5	1		
	2		
	3		
	4		
	5		
	6		

	TEAM:		
Serving Order	SP		
1			
2			
3			
4			
5			
6			

TACOMA-PIERCE COUNTY VOLLEYBALL OFFICIALS BOARD

REQUEST FOR RATING

I, _____ would like to be considered for my _____ rating.

CERTIFIED/NAGWS LOCAL CRITERIA

I have officiated _____ Junior High matches:

1. Date _____ 2. Date _____ 3. Date _____ 4. Date _____ 5. Date _____

I have officiated _____ AA or A/B High School matches as 2nd referee:

1. Date _____ 2. Date _____ 3. Date _____ 4. Date _____ 5. Date _____

I have officiated _____ AA or A/B High School JV matches as 1st referee:

1. Date _____ 2. Date _____ 3. Date _____ 4. Date _____ 5. Date _____

CERTIFIED/NAGWS STATE CRITERIA

I have officiated _____ AAA or AA High School matches as 1st referee:

1. Date _____ 2. Date _____ 3. Date _____ 4. Date _____ 5. Date _____

I have officiated _____ AAA or AA High School matches as 2nd Referee:

1. Date _____ 2. Date _____ 3. Date _____ 4. Date _____ 5. Date _____

I have officiated _____ Intercollegiate matches as 2nd referee:

1. Date _____ 2. Date _____ 3. Date _____ 4. Date _____ 5. Date _____

Theoretical Exam
State min. 82
Local min. 76

I (have/have not) passed my exam on (date) _____ score _____

Practical Exam
State min. 85
Local min. 80

I (have/have not) passed my exam on (date) _____ score _____

You (have met/have not met) observation with a successful report.

You (have met/have not met) requirements to be rated for _____

Board Member: _____

MATCH:		vs.	DATE:	
SCORES:				
OBSERVER:		R1	R2	

Meeting
g
Make-

Up/Observation Form

DEMEANOR/PROFESSIONALISM	TECHNIQUES/MECHANICS	COMMUNICATIONS/MANAGEMENT
Comment on one item that made the strongest impression for each official each category:		
R1:	R1:	R1:
R2:	R2:	R2:
Briefly note results of post match discussion on this issue with officials:		

List one significant difference in technique/mechanics between yourself and these officials:
What did you observe the official(s) doing?

How does your technique differ from theirs?

Briefly note results of post match discussion of this issue with officials:

List ONE significant unusual situation (if any)
What occurred?

What was done?

Could the officiating team have done something differently? "Yes", What?

Briefly note results of post match discussion of this issue with officials:

What did you learn from observing this match? Use the back of this form to elaborate.

R1 Signature Date

R2 Signature Date

TACOMA-PIERCE COUNTY VOLLEYBALL OFFICIALS BOARD

(253) 848-1360 (home) 253-677-2872 (cell) 253-848-3317 (fax) blaumarc@qwest.net e-mail
9908 - 63rd Ave. Ct. E, Puyallup, WA 98373-1170
www.tpcvob.com

Men's, Women's, and Co-Rec Volleyball Recreation will use USAV/NF rules in all programs
Updated on 6/1/08 for use by the following Recreation Department programs

Enumclaw Parks & Recreation	Michelle Larson	360-802-0235
Metro Parks Tacoma	Toni Turnbull	253-305-1017
Pierce County Parks & Recreation	Meredith Cutting	253-798-4091
Sumner Parks & Recreation	Becky Giles/Rich Hanson	253-891-6500
White River Community Activities	Traci Williams	360-829-3366

- All recreation matches use a guaranteed 3/3 format.
- All three games will be played to 21 points using RALLY SCORE.
There is no cap on any games—you must win by two (2) points.
- Net serves are allowed and play will continue.
- Teams may start and/or finish each game with a minimum of 2 players. Co-ed teams may have any combination of men and women, but may not exceed three (3) men on the court at any time. There must be at least one woman and one man on the court at all times. (Exception: Three men and only one woman will not be allowed. This is considered an advantage.)
 - If a team starts short handed, additional player(s) must enter into a back row position, (LB/CB) so that teams may not have an unfair advantage over the opposing team
- Acceptable rotations:
 - If two people are playing, both are considered front row players.
 - If three people are playing, the server is considered a back row player.
 - If four people are playing, two must stay in the back row.
- Women may play on men's teams but men may not play on women's teams.
- There are no grace periods allowed for the start of matches. Teams not ready to play at the scheduled time (at least two players) will forfeit their first game of the match. Teams not ready within 15 minutes of the starting time will forfeit the entire match. Teams receiving a forfeit may play a practice match on the court.
- Substitution Procedures: Teams may substitute the regular way (player for player) or into the centerback position. This procedure may change from game to game and each team can do it differently than its opponents. Players arriving late may be added to a lineup and enter the game at any time into the proper court rotation.
- Teams will be allowed two (2) 30-second timeouts per game.
- Due to gym curfews there is no guarantee that warm-up time will be allowed. However, if warm-ups will not delay the scheduled start of a match and IF teams are not playing on an adjacent court, each team will be allowed up to two minutes of hitting by themselves and then the two teams will be allowed one minute of serving together—therefore warm-up is 2-2-1. No cross-court warm-up (spiking or serving) will be allowed when matches are in progress on adjacent courts. Setting, passing, and pepper, etc. on one side is permissible. When hitting or serving is part of the warm-up, it is preferred and recommended that at least two players be positioned to receive and collect the balls.
- When a stray ball comes onto the court during play, players should first attempt to remove the ball and allow play to continue. If the act of removing the ball distracts the player (2) from a potential play or there is a safety concern, immediately alert the referee to the situation. When safely possible, try to remove the ball without stopping play thus eliminating unnecessary delays.
- Each team must provide a line judge however if unavailable they will be expected to help with line calls. If not, referees will make these calls and teams will respect the decision without question. Players questioning calls are subject to a yellow or red card sanction.
- Players are expected to conduct themselves in an appropriate manner at all times, displaying good sportsmanship and respect toward officials, opposing players, recreation department staff and equipment. Disciplinary action will be taken for inappropriate conduct.
- Men's, women's, and co-rec programs will follow the USAV/NF rulebook with appropriate USAV/NF or recreation department rule modifications as shown.

- Co-rec: a. If there is more than one hit on a side, then at least one of the hits must be by a female.
b. If fewer than two men are in front line positions, a man from the back line MAY NOT join in a block.

15. Special Rule Modifications:

- a. All jewelry must be removed in order to play. This is a liability issue and it must be forced and abided by.
- b. Players will receive only ONE toss per service attempt (8 seconds). You may not toss, drop and toss again for service.
- c. Teams may use a libero and the libero may serve, however all libero restrictions apply as per rulebook. If a libero is used they must wear a jersey in direct contrast to the team uniform as per book rule. No exceptions.
- d. The ball may be contacted by ANY part of the body—intentionally or not. (Yes, the ball can be kicked).
- e. Multiple contacts on a team's first contact with one attempt to play the ball are legal.
- f. Insignificant contact of the net (including hair) by players not involved in the playing the ball will not be considered a fault.

6/1/07 (52)

2008 CYO Volleyball League Rules

1. National Federation of High School Volleyball Rules will be used unless otherwise specified.
2. All matches are played in the gym at St. Vincent DePaul in Federal Way-30525 8th Ave. South.
3. Driving Directions: See those posted on website.
4. All matches are the best 2/3 games with no time limits.
5. Match format for 6th, 7th & 8th Grade Leagues:
 - A. **Rally scoring**, 30-30-15 no cap for 6th grade and 25-25-15 for 7th & 8th grade.
Teams must win by 2 points.
 - B. Let serve will be used.
 - C. Libero will not be used.
 - D. Each team gets two timeouts per game—60 seconds in duration. Play may resume if BOTH teams are ready prior to the 60 seconds.

Match format for 5th Grade Leagues:

 - A. **Sideout Scoring**, 15-15-15, no cap. Teams must win by 2 points.
 - B. Let serve will be used.
 - C. Libero will not be used.
 - D. Each team gets two timeouts per game—60 seconds in duration. Play may resume if BOTH teams are ready to play prior to the 60 seconds. An extra timeout is granted if BOTH teams reach a score of 14-14.
6. Warm-up time is 5 minutes shared and 2 minutes serving.
7.
 - A. If a match finishes in two games and in less than 40 minutes, both teams may play an additional game if it is within the 50-minute match time frame.
 - B. Officials WILL NOT officiate this non-counting game and it may not go beyond the official match period.
 - C. Both teams must clear the court 10 minutes before the next scheduled game.
8. Serving Line: 7th & 8th grade division will serve from the regular distance.
5th & 6th grade division may serve from a line 5' inside the court.
The line is supposed to be marked but if not, please establish one.
Remember, servers do NOT need to toss the ball.
9. In the 5th grade division, the server is limited to five (5) consecutive “point scoring” serves, after which they must rotate to the next server on the same team.
10. Players have eight (8) seconds to serve.
CYO expects fans and players to remain silent when a player is attempting to serve.
11. Net Heights: 8th grade girls and 7th grade boys is 7'4". 8th grade boys is 7'6".
All other grades the net height is 7'0".
12. No jewelry, barrettes, beads or bandanas may be worn while playing or warming up. This includes posts for pierced ears. All headwear should be soft, pliable, and functional
13. Each team must furnish a competent line judge and scorekeeper to maintain the official book.
14. Kneepads are required for all players in all matches.
15. Coaches are to remain seated at all times and may not approach the referee's platform at any time during the match.
16. Each team shall furnish a ball and the official will determine which ball will be used.
The Lite Flite ball will be used for 5th & 6th grade girls matches.

2008 National Federation of High School Rule Changes affecting CYO

1-8 New: Prohibits the use of artificial noisemakers at all times. This includes and is not limited to thunder sticks, sirens, bells, whistles, cans with

coins inside, etc.

4-1-6 New Penalty: Prohibits the wearing of jewelry during warm-ups. Referees are to direct player to remove jewelry at that time. No penalty results unless player refuses to remove the jewelry. Penalty will result if player is found to be wearing jewelry during the match.

4-2-1d New: Bare midriff tops are prohibited and the uniform top shall be tucked in or hang below the waistband of the uniform bottom.

7-1-2 New: The requirement for the method of submitting the lineup is changed to a listing of the uniform number of the starting players in proper serving order and no longer uses a player floor position method. (See new Roster/Lineup sheets)

9-5-4 Clarification: A back-row player is treated the same no matter what the circumstances. It is now illegal anytime a back-row player on or in front of the attack line contacts the ball completely above the height of the net and returns the ball over the net or the ball is legally touched (blocked) by an opponent.

12-2-6: Specifies the head coach shall be seated once the referee extends his/her arm in preparation to whistle for the serve. The head coach may approach the court during a dead ball, but must be seated once the referee extends his/her arm in preparation to whistle/signal for the serve. At no time can a coach approach the referee stand.

Official mechanics: Officials will no longer signal point. Each end of rally results in a point for the team being awarded the next serve. The revised signal will indicate the team to serve next, which is also the team to receive the point. The new signal is an extension of the arm in the direction of the team that will serve, palm perpendicular to the floor. **(This change will not occur in the 5th grade level where side-out scoring will still take place.)**

Updated 7/18/08

TACOMA-PIERCE COUNTY VOLLEYBALL OFFICIALS BOARD

State Tournament Sign-up form 2008

Dear Fellow Official:

We will be making recommendations soon to the WIAA for officials to work at state tournaments as referees (State rated only), line judges/scorers (you will be required to do both).

They are scheduled for:

3A	Toyota Center, Kennewick	Nov. 13-14
2B	Yakima Sun Dome	Nov. 13-14
4A	Toyota Center, Kennewick	Nov. 14-15
2A	Toyota Center, Kennewick	Nov. 14-15
1A	Yakima Sun Dome	Nov. 14-15
1B	Yakima Sun Dome	Nov. 14-15

It's a fantastic opportunity to see some quality competition and officiating and it's a tremendous learning experience. You **MUST**, however, be available to work both days between 8:00 AM to 9:00 PM. **The final decisions are that of WIAA, not your local Board.**

In order to be considered for an assignment, please complete and return this form to Marc Blau, 9908 - 63rd Ave. Ct. E, Puyallup, WA 98373 no later than October 1, 2008.

Name: _____

Position: (check one)

State Rated Referee: Line Judge/Scorer:

4A, 3A, 2A, 1A, 1B, 2B

1st Tournament Location Choice/Class: _____

2nd Tournament Location Choice/Class: _____

3rd Tournament Location Choice/Class: _____

4th Tournament Location Choice/Class: _____

5th Tournament Location Choice/Class: _____

TACOMA-PIERCE COUNTY VOLLEYBALL OFFICIALS BOARD

CONSTITUTION

Article I - NAME

The name of this organization shall be the **Tacoma-Pierce County Volleyball Officials Board**, hereafter known as (TPCVOB) which is affiliated with the Washington Officials Association hereafter known as (WOA).

Article II - PURPOSE

Sec.1 The purpose of the TPCVOB shall be to provide quality officiating in our service area by:

- A. Providing rated registered officials
- B. Providing opportunities for the training of officials.
- C. Interpreting rules to players, coaches and instructors in the interest of standardizing and improving officiating.
- D. Distributing information on the current rules, standards and guidelines for competition issued by NFHS/NCAA/PAVO/USA Volleyball.

Article III - MEMBERSHIP

There shall be **six (6)** Classes of membership:

Sec.1

A. **New Members** - must pass the theoretical examination and pay annual dues. All new members shall be required to participate in all training sessions unless excused.

B. **Registered Officials** - must pay annual dues, take the online clinic and pass the theoretical examination. Any registered official failing to attend the minimum number of clinics and /or meetings shall be dropped from the rolls of registered officials and shall be relegated to inactive status. (See Article V, Sec. 4 for exception.)

C. **Transfers** – Transfers to this Board must be in good standing with a national, state or local volleyball officials organization. All transfer members must have an official transfer form mailed to the TPCVOB assigning secretary from their former assigning secretary or a letter from the Chairman of Referees of USA Volleyball or comparable organization. The letter shall be on stationary containing the organization's logo and must indicate the transferee's current examination and rating scores. It should also include a brief statement describing their level of officiating, experience and any other additional information that might be helpful in their evaluation. Should the transferee not meet these requirements, a special hearing will be conducted by the Executive Board to determine the candidate's possible acceptance into TPCVOB. If an individual who was a previous member of the Board wishes to re-join or transfer back, the Executive Board will hold a special hearing to determine the validity and desirability to approve or deny the request.

D. **Inactive** - members who have failed to meet meeting requirements or who have withdrawn or been suspended, shall be considered non-voting inactive members until reinstated by the Executive Board.

E. **Honorary** - any person interested in promoting the work of this Board, may become an Honorary member upon application to and acceptance by the Executive Board. Such honorary members shall be required to pay local membership dues and may not hold an elected office.

F. **Rec. Ball Officials**- must be registered officials with TPCVOB and attend the Rec. Ball Clinic and at least one other meeting.

Sec.2 Membership shall be granted upon payment of the annual membership fee. Such membership will extend for the duration of the member's year and shall expire on the last day in December of each year unless cancelled prior to that date. Such membership is required before a member shall be eligible to officiate in league or tournament play or vote at any meeting of TPCVOB. Members paying the required dues and complying with the Constitution and By-Laws shall be deemed as being active members in good standing.

Sec.3 **Membership Resignations** - any member of this Board may resign or withdraw by delivering written notice of resignation or withdrawal to the President or Assigning Secretary not less than five (5) days prior to the effective date of said resignation or withdrawal. Any member who resigns his/her membership with prior notification and who desires to re-affiliate with the Board, must submit a written request and the Executive Board will hold a special meeting to determine the validity and desirability to approve or deny the request.

Article IV - OFFICERS, EXECUTIVE BOARD AND ELECTION

Sec. 1 Officers

- A. The Officers shall consist of the President, Vice-President, 2nd Vice-President, Recording Secretary, Assigning Secretary, Treasurer and Past President.
- B. In the event of death, resignation or removal of any officer of the Executive Board as listed in Sec. 1-A; an appointment shall be made by the Executive Board to fill the unexpired term. The Executive Board reserves the right to appoint and/or realign qualified members into appropriate positions as needed, or a special election may be called.

- C. Salaries of any officer shall be established by a pre-determined formula as approved by a majority vote of the non-salaried Executive Board members.
- D. All officers shall be exempt from the cost of local and state dues and rulebook fees.

Sec. 2 Executive Board

- A. **Structure** - The Executive Board shall consist of the officers and chairmen of all standing committees. The governing body of this Board shall be the Executive Board of not less than seven (7) elected officers of the Board, who shall be members in good standing of the Board.
- B. **Term of office** - The term of office for each non-salaried position shall be one (1) year except for the 2nd Vice President, who will move up in an ascending order as 1st Vice President, President, and Past President. Term of office for the 2nd Vice President shall commence on January 1 following elections. The term of office for Recording Secretary, Assigning Secretary and Treasurer shall be staggered with each serving (3) three years beginning January 1 and ending December 31.
- C. **Duties** - The Executive Board shall perform the duties prescribed in the By-Laws and shall have the power and authority over the affairs of the Board during the periods between General Membership meetings.
- D. **Meetings** - meetings of the Executive Board shall be held as deemed necessary by the President. Special meetings of the Executive Board may be called by any Executive Board member. An officer unable to attend 80% of the scheduled meetings may be subject to replacement by the Executive Board. Executive Board meetings shall be open to the general membership except for privacy issues as determined by the Executive Board.
- E. **Voting** - Every Executive Board member, except the President of the governing body, shall have the right at every meeting to one (1) vote. The President shall have the power to vote only in the event of a tie.
- F. **Quorum** - At all meetings of the Executive Board, a majority of the voting members of the Board (2/3 or 5 members) shall constitute a quorum for the transaction of business.
- G. **Recall of Officers** - To recall an individual or the entire Executive Board, the Executive Board must receive a written petition, signed by 75% of the active membership, stating reasonable cause(s). The Executive Board shall review the petition and, with the inclusion of two of the petitioners, must present it to the general membership for vote within 30 days or the next General Membership meeting whichever is later. Any petitioned officer(s) may be recalled by a two-thirds (2/3) majority vote of the active membership at a General Membership meeting.

Sec. 3 Elections and Candidate Eligibility

- A. **Time & Place** - The election of the officers of the Board shall be conducted at the last general meeting of the season by an in person vote, written absentee ballot, or e-mail ballot upon request. The written absentee ballot or e-mail ballot must be turned in before the general membership voting. In the event of a tie, after all ballots have been counted, a flip of a coin by the President or representative of the President between the parties will take place prior to adjournment. Alphabetical order will determine who will make the call. The Executive Board has the power to call a special election. In the event of a special election, voting may be accomplished by in-person vote, written, e-mail or absentee ballot.
- B. The President shall appoint a Nominating Committee, ratified by the Executive Board, of two members plus the Past President who serves as the Nominating Chairperson. It shall be the duty of this committee to prepare a slate of candidates for each of the elective offices. These candidates shall be presented to the membership at the last general membership meeting in October. Nominations shall be called for from the floor at the October meeting. Nominated members must be present at the meeting or a written acceptance from the nominee required. Candidates for office must be members in good standing, meet job qualifications as stated in the By-Laws and written consent to serve.
- C. The Assigning Secretary position must be held by some one who is/was a state-rated official and possesses capable bookkeeping and communication skills. This individual must be a member in good standing, of the TPCVOB, for a minimum of three (3) years. The Recording Secretary and Treasurer positions must be held by someone who possesses capable bookkeeping and communication skills and be a member in good standing, of the TPCVOB, for a minimum of one (1) interscholastic season.

Sec.4 Membership Voting

Any member who has been an active member and has met the meeting requirements, unless otherwise herein provided, shall have the right to one (1) vote at every membership meeting. Members shall vote at all meetings in person when voting on general business.

- Sec.5 **Membership Quorum** - At any meeting of the membership of the TPCVOB, one half (1/2) of the general membership, in person, shall constitute a quorum, of which a two-thirds (2/3) majority vote is required.

Article V - MEETINGS

Sec.1 Officials must attend at least 75% of scheduled meetings, the only exception being Rec. Ball officials. (per Article III, Sec. 1, F).

Sec.2

- A. New officials must attend all Procedures and Technique clinics in addition to 75% of regular meetings.
- B. Rec. Ball officials must attend the mandatory Rec. Ball Clinic and at least one other meeting.
- C. Transfer or reinstated officials may have the procedures and techniques waived by the Executive Board.

- Sec.3 Special meetings may be called by the President and/or by written request of three active members in good standing. A written agenda shall be submitted by the member(s) requesting the special meeting to be reviewed by the Executive Board and acted upon within 30 days.

- Sec.4 Excused absence requests will be reviewed upon written notice to the Executive Board, who shall approve or reject the request. Written notices must be addressed to the Recording Secretary within 72 hours after the meeting.

Sec.5 Roberts Rules of Order shall be observed and shall govern all membership meetings.

Article VI - OFFICIALS' DUE PROCESS/APEAL PROCEDURE

Sec. 1 **Due Process Procedures** - The following sections are procedures for a duly registered official to appeal a suspension, expulsion and /or disciplinary action to officiate volleyball.

Purpose - The purpose of these provisions is to describe in detail the procedure whereby an official who wishes to contest the reason(s) for his/her suspension, expulsion and/or disciplinary action to officiate volleyball under standards established by TPCVOB, shall be afforded a fair opportunity to petition the appropriate governing board of the TPCVOB to obtain a full review.

Sec.2 **Suspension/Expulsion of an Official - Procedure/Waiver** - The Executive Board President or designee(s) having reasonable cause to believe that an official is ineligible to officiate in or continue as an official under the Rules & Regulations of the TPCVOB shall provide the official with written notice of his/her ineligibility either by certified mail or by delivering said notice in person with two people present. The notice shall:

- A. Specify the reason(s) for the suspension or expulsion and the rule/policy violated;
- B. Advise the official of his/her opportunity to request a hearing in order to contest the allegations or reason(s) for such action.
- C. State that a written petition for a hearing must be postmarked or received, by the Board President or its designee, on or before the expiration of the seventh (7) business day after receipt of Notice of Opportunity for a Hearing;
- D. Provide an address for and specify how the petition for hearing can be served upon the Board President or his/her designee.
- E. Provide the official with the form(s) necessary to petition for a hearing pursuant to the procedure herein. Failure to request a hearing in the manner hereinafter described within seven (7) business days, unless it is a Saturday, Sunday, or legal holiday, following the date of receipt of written notice of suspension/expulsion, shall be deemed a waiver of the right to a hearing and the appeal procedures which govern determinations of suspension/expulsion under the standards established by TPCVOB.
- F. All correspondence by mail must be certified.

Sec.3 **Notice and Decision Provisions: Construction of Dates** - The notice and decision provisions contained in the hearing and appeals procedures as herein set forth shall correspond with calendar days. In computing any period of time prescribed or allowed by these rules, the day of the act or event from which the designated period of time begins to run shall not be included. The last day of the period so computed shall be included, unless it is a Saturday, Sunday or legal holiday, in which event, the period runs until the next day which is neither a Saturday, Sunday nor a legal holiday.

Sec.4 **Officials Disciplinary Committee** - The six (6) member committee is comprised of the President, 1st Vice President, 2nd Vice President, Past President, Assigning Secretary, and Recording Secretary. The president shall not cast a vote, but shall function as chairperson of the committee. This committee shall be authorized to hear and decide cases involving fines, discipline, probation, suspension and/or expulsion or other related actions of officials to officiate in volleyball activities pursuant to the standards established by TPCVOB. The person(s) requesting a hearing shall be known as the petitioner. A request for a hearing in the form and manner described herein shall be known as the petition. A petition must: (a) be written, (b) set forth the specific reason(s) supporting the officials eligibility in response to the allegation of violations, (c) be signed by the petitioner(s), (d) be submitted to the disciplinary committee with such completed forms as may be prescribed by the TPCVOB. Upon the timely receipt of the petition, the disciplinary committee will deliver a written notice of the mutually agreeable time and place of the hearing, it will be delivered to the petitioner in person or by certified mail, with a return receipt requested, no later than seven (7) calendar days prior to the date of the hearing. The Committee will adhere to the following procedures:

- 1. The petitioner may represent himself/herself or be represented by such other person as he/she may desire. The petitioner shall have the opportunity to testify, present and question witnesses as well as to introduce affidavits, exhibits and other evidence as deemed relevant and material.
- 2. The committee may continue the hearing once for a reasonable period of time, as agreed by the parties, when in the judgment of the committee a continuance is determined to be necessary to a fair and proper disposition of the petition. If no reasonable time frame is agreed upon it shall be 14 days.
- 3. A tape recording or verbatim record of the hearing shall be made in connection with each petition considered by the committee. If the petitioner refuses to allow the hearing to be taped then the appeal is automatically denied and the disciplinary actions will be upheld.
- 4. The official(s) shall be provided a copy of the procedure and forms required in order to appeal to the Appeals Committee.

Sec.5 **Appeal Committee - The Petition Appeal Committee** - Any official involved in disciplinary action may request a hearing before the Appeal Committee in order to contest the reason(s) for any alleged violation under the standards established by TPCVOB. The person(s) requesting such hearing shall be known as the Petitioner. A request for a hearing in the form and manner described herein shall be known as Petition. A Petition must: (a) be written, (b) set forth the specific reason(s) supporting the officials eligibility in response to the allegation of violations, (c) be signed by the Petitioner(s) and (d) be submitted to the Appeal Committee with such completed forms as may be prescribed by the TPCVOB.

Appeal Committee - The Appeal Committee is made up of the chairman of the Disciplinary Committee plus three Past Presidents, one active state rated official selected by the Executive Board and one active official as selected by the petitioner.

Sec.6 **Appeal Committee - The Hearing** - Upon receipt of a Petition properly submitted in the manner described above, the Appeal Committee shall schedule a hearing as expeditiously as possible. Written notice of the time and place of the hearing shall be delivered to the Petitioner in person or by certified mail, with return receipt requested, no later than seven (7) business days prior to the date of the hearing. If any committee member is unable to attend the meeting will be rescheduled.

- A. The Petitioner may represent himself/herself or be represented by such other person as he/she may desire. The Petitioner shall have the opportunity to testify, present and question witnesses, as well as to introduce affidavits, exhibits and such other evidence as may be deemed relevant and material by the Committee.
- B. The Appeal Committee may continue the hearing once for a reasonable period of time, as agreed upon by both parties, when in the judgment of the Committee such a continuance is determined to be necessary to a fair and proper disposition of the petition.
- C. A tape recording or verbatim record of the hearing shall be made in connection with each petition considered by the Appeal Committee. If the petitioner refuses to allow the hearing to be taped then the appeal is automatically denied and the disciplinary actions will be upheld.

Sec.7 Appeal Committee - The Decision - At the conclusion of the hearing and after a full and complete consideration of the evidence presented in support of the Petition, the Appeal Committee shall either (a) grant the petition, (b) deny the petition, or (c) take the petition under advisement for a period not to exceed seven (7) business days. The decision of the Appeal committee shall be written and shall include specific findings and conclusions which support the particular determination. A copy of the decision of the Appeal Committee shall be delivered to the petitioner(s) in person or sent by certified mail, with return receipt requested, within seven (7) calendar days following the date of the hearing.

- A. The decision of the Appeal Committee shall be based solely upon the facts and arguments presented during the hearing.
- B. When the Appeal Committee denies the petition, the official shall comply with the previous decision of the committee.
- C. Reinstatement procedures will be specified, in writing, in the Appeal Committees' decision.
- D. The official(s) shall be provided a copy of the procedure and forms required in order to appeal to the Regional Appeals Committee of the Washington Officials Association (WOA).

Article VII - OFFICIALS GRIEVANCE PROCEDURES

Sec.1 Grievance Procedure - The following sections are the procedures for a duly registered official to initiate a grievance against policies and/or procedures of TPCVOB in relationship to his/her duties as a sports official.

- A. **Purpose** - The purpose of these provisions is to describe in detail the procedure whereby an official wishes to initiate a grievance against his/her officials' Board.
- B. **Definitions** - A **grievant** shall mean a registered member in good standing making an allegation of a violation, misinterpretation, or misapplication of the specific Board adopted policies and/or Constitution. A **grievance** shall mean an allegation by a grievant that a specific provision in the policies and/or Constitution of the Board has been violated, misinterpreted, or misapplied. **Days** shall mean business days, unless otherwise specified in these procedures.
- C. **Grievance Committee** – Same as Appeal Committee Article VI Sec. 5.

Sec.2 Limitations - All formal grievances shall be initiated by grievant within ten (10) business days of the date such grievance is discovered. A grievance not presented in accordance with the foregoing shall be considered waived by the grievant and will be denied. The grievance procedures herein shall be the method by which grievances are resolved.

Sec.3 Informal Procedures - A grievant shall attempt to resolve the situation by an informal conference with the Executive Board or designee.

- A. Seven (7) days shall be allowed for this informal process and possible resolution.
- B. A grievance involving more than one member shall be dealt with as one grievance, unless separate and specified allegations are evidenced by the grievants.

Sec.4 Formal Procedure – If the grievance is not resolved, the Grievance Committee will meet to rule on the grievance. Within the time period described the grievant shall present in writing the specified allegations on the proper forms to the Grievance Committee. The date for a hearing will be set within seven (7) business days after receipt of written allegations. (unless a different date is mutually agreed upon) A decision on the grievances shall be within seven (7) business days following the hearing. The Grievance Committee shall be the same committee described in Article VI, Sec.5

Sec.5 Appeal - If the decision of the Grievance Committee is not accepted, or the decision fails to meet the above deadlines, or the grievance procedures have not been adhered to, the grievant shall have seven (7) business days to file an appeal to the Regional Appeals Committee of the Washington Officials Association (WOA). The Appeal Committee shall set an appeal hearing within ten (10) business days upon receipt of the appeal, and all parties to the grievance shall be notified.

Sec.6 Forms – A copy of all forms will be included in the notebook and can also be obtained from the recording secretary upon request.

Article VIII - AMENDMENTS & REVISIONS

Sec.1 Voting on the Constitution or By-Law amendments requires two-thirds (2/3) approval of the membership. Proxy, written, absentee or e-mail ballots are acceptable.

Sec.2 All amendments or revisions submitted with signatures of 20% of the active members shall be accepted for review by the Executive Board.

Article IX - FISCAL INFORMATION

Sec.1 Fiscal year shall be January 1 – December 31.

Sec.2 Books shall be audited at the discretion of the Executive Board.

Sec.3 A yearly detailed financial statement shall be available for review by any member in good standing.

Sec.4 All payments made shall be signed by one officer authorized by Executive Board. President, 1st Vice-President, Assigning Secretary,

TACOMA-PIERCE COUNTY VOLLEYBALL OFFICIALS BOARD

BY-LAWS

Article I - QUALIFICATIONS FOR ACTIVE MEMBERSHIP

- Sec. 1** All persons who make application for membership shall become active new members and/or active registered officials upon passing the theoretical examination or upon holding a current rating, and upon payment of annual dues. Active membership shall expire upon written notice.
- Sec. 2** Active membership may be forfeited for reasons including but not limited to the following:
- A.** Failure to attend at least 75% of the regular meetings during the year.
 - B.** For any Rec. Ball official failing to attend at least one regular meeting during the year (excluding mandatory meetings).
 - C.** For flagrant action, derogatory remarks, and/or unsportsmanlike conduct, or for other acts of unprofessionalism or misconduct as charged for but is not limited to the following:
 - a. Degrading fellow officials.
 - b. Willfully deviating from enforcement of approved rules.
 - D.** For the loss of rating for complaints of incompetence.
 - E.** For soliciting volleyball matches from the TPCVOB's contractual service area.
 - F.** For consuming alcoholic beverages or using substances that affect an official's ability to perform his/her duties or being charged with a felony criminal act or a misdemeanor act involving use or distribution of mind or body altering drugs.
 - F.** For bring discredit upon the TPCVOB through the actions and/or words of the official. This includes, but is not limited to, being charged with or convicted of a criminal act, sexual harassment, or other acts or moral turpitude. (emergency suspension before the hearing is permissible if serious charges warrant it).
 - H.** For validated complaints from coaches, players, fellow officials or school administrators regarding an official's professionalism.
- Sec. 3** **Reinstatement to active membership** – Any inactive member who was in good standing when he/she left the TPCVOB may be reinstated to their former rating if they meet the following:
- A.** Must return within two (2) years of being placed on inactive status.
 - B.** Must pass the NFHS/NCAA written exam at the appropriate level for their rating, must observe a state or national rated official referee at a 3A, 4A or college match, must be successfully observed at a 3A, 4A or college match, and must pay a \$75.00 observation fee. This fee is over and above regular fees.
 - C.** If the inactive official returns after two (2) years, rating reinstatement shall be determined, by the Executive Board, on a case-by-case basis and may include the above requirements or more.
 - D.** Returning experienced officials may be required to take additional training depending on their skill level.

Article II - DUTIES OF OFFICERS (Detailed Job Descriptions Available)

Prior to running for office a candidate must sign and agree to uphold the Executive Board Code of Ethics. Failure to abide by these standards may result in dismissal by no less then a 6 to 1 vote of the Executive Board.

- Sec.1**
- A.** The President shall:
 - 1. Supervise all activities of the Board.
 - 2. Preside at all general and Executive Board meetings and compile appropriate agenda for such meetings.
 - 3. Sign all contracts
 - B.** The 1st Vice-President shall:
 - 1. Arrange membership meetings, topics and administer all exams.
 - 2. Be responsible for public relations (e.g. informing local newspapers of meetings/ recruiting information).
 - 3. Oversee the Recruitment Committee.
 - C.** The 2nd Vice-President shall:
 - 1. Arrange for practical examinations and upgrading ratings of local board.
 - 2. Keep rating/evaluation forms up to date in officials' files.
 - D.** The Recording Secretary shall:
 - 1. Keep and record the minutes of Executive Board and General meetings.
 - 2. Maintain attendance records for the General and Executive Board meetings.
 - E.** The Treasurer/Administrative Assistant shall:
 - 1. Receive and account for all funds belonging to TPCVOB.
 - 2. Bill schools, Recreation Departments and other agencies for Board fees.
 - 3. Coordinate registration of officials at clinics and other duties as assigned.
 - F.** The Assigning Secretary shall:
 - 1. Assign officials to school and recreation games.
 - 2. Act as liaison between school boards, schools, WIAA, and recreation depts. (i.e. negotiate fees, update rules, interpret rules etc).
 - G.** The Past President shall:

1. Act as Chairperson of the Grievance Committee.
2. Act as Chairperson of the Nomination Committee.
3. Act as Chairperson of the end of-year party.

Sec. 2 Succession Order - In the event an officer is unable to perform his/her duties or is recalled by a General Membership vote through due process or violates the Code of Ethics for Executive Board members or a vacancy occurs through death, resignation or other circumstances, the Executive Board may appoint and/or realign qualified members to fill the unexpired term as needed or a special election may be called. If the vacated position is that of Past President, his /her predecessors, shall assume this position.

Article III - RATING EXAMINATION PROCEDURE (See Rating/Exam Guidelines)

The rating and exam procedure shall be as indicated in the appropriate rulebook per National Federation, NCAA or USA plus any modifications required by WIAA deemed appropriate by the Executive Board.

A. Theoretical:

Sec. 1 All officials must pass the appropriate local, state and or national volleyball exams corresponding to the classification of rating they are holding or seeking.

B. Practical:

Sec.1 A candidate wishing to upgrade his/her rating must first fulfill the theoretical qualifications and then submit the appropriate paperwork to the 2nd Vice-President for consideration. If qualified, a rating session will be scheduled. A candidate may not be examined more than twice in one year to upgrade his/her rating. See Rating/Exam/Guidelines.

Sec.2 National Rating must be obtained through a special rating process in accordance with PAVO or USA.

Article IV - DUES

Sec. 1 Annual Board dues for all members shall be any applicable Local, State and National Dues as established by said organizations. The Executive Board shall have the authority to establish local dues however annual dues may not exceed \$25.00.

Sec. 2 The Board will assess 10% of each person's gross earnings (per season) not to exceed \$200.00 to be used in maintaining the Board's yearly operation. The volleyball calendar year shall be divided into two seasons termed Fall (Sept.-Dec.) and winter/spring/summer (Jan.-Aug.).

Article V - FINES

Sec. 1 Cancellation of a match assignment must be made no later than 7:00 p.m. of the day prior to the assigned match(s) being cancelled. The penalty for failure to contact the Assigning Secretary shall be a fine equal to the amount that would have been paid for that game assignment(s) cancelled. Three such actions will result in a loss of active membership.

Sec. 2 For failure to appear for a match assignment(s), the penalty shall be a fine equal to the amount that would have been paid for the assignment(s) missed. Two such actions may result in a loss of active membership.

Sec. 3 Tardiness to a match assignment(s) may result in: a verbal reprimand for the first offense, a written reprimand for the second offense, \$25.00 fine for the third and fourth offense, and suspension for the fifth offense.

Sec. 4 Any combinations of infractions as stated in Article V, Sec. 1, 2 or 3 will be considered when determining fines and/or disciplinary action.

Sec. 5 Failure to attend at least 75% of regular meetings during the year will result in a \$50.00 reinstatement fee. Rec. Ball officials need only attend the mandatory meetings and one regular meeting or be subject to the \$50.00 reinstatement fee.

Sec. 6 Officials who do not pass the theoretical exam by September 25th, shall be fined \$50.00 (unless previous arrangements have been established with the consent of the 1st Vice-President).

Sec. 7 Officials not submitting 80% of all fellow official evaluation forms by November 1st, shall be fined \$100.00.

Sec. 8 Appeal of any fines levied, or suspension, may be made in writing to the President, with the right to be heard by the Executive Board.

Article VI - OFFICIATING CONDUCT

Members of this Board shall sign and adhere to the Code of Ethics and Professional Conduct. This document will be placed in the individual's personal file. Violation of the Code may result in loss of membership or disciplinary action to be determined by the Executive Board with right of appeal. Should the Executive Board feel that an official is placing his/herself in a possible conflict with the Constitution / By-Laws/Policies or the Code of Ethics and Professional Conduct of TPCVOB, then the Executive Board and the official in question will discuss the matter before any action is taken.

Article VII - OFFICIAL UNIFORM (See Uniform Guidelines)

The official uniform for TPCVOB officials shall be per Uniform Guidelines in corresponding rulebooks plus any modifications deemed appropriate by the Executive Board.

Article VIII - ASSIGNING FORMAT (See Match Assignment Guidelines)

Assignments shall be made in accordance with the Match Assignment Guidelines as indicated in the TPCVOB notebook.

Article IX - DISSOLUTION

In the event of dissolution of this organization, any funds remaining after payment of all expenses will be applied to the benefit of volleyball in Tacoma-Pierce County as deemed by the General Membership.

4/21/08