

TACOMA-PIERCE COUNTY VOLLEYBALL OFFICIALS BOARD

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

April 20, 2017

Memo To: Athletic Directors & Coaches
From: Marc H. Blau, Volleyball Assigning Secretary
Subject: 2017 Volleyball Season

The Tacoma-Pierce County Volleyball Officials Board is pleased to again offer officiating services for the 2017 Fall interscholastic volleyball season.

To help us better prepare for the season **your help is needed by completing three forms that are attached--- A request for services, a contract that requires your name typed into the space provided, and your schedule of home matches. They are due no later than May 7th.** We understand that you may not have all of your non-league matches finalized or you may be in the process of hiring a head coach but please submit what you have by May 7th and then email the additional match details or coaching contact info as it becomes available.

Please note that for your convenience simply drag the forms to your desktop, fill in the shaded boxes, save the form to your desktop, and then email it back to me as an attachment. We ask that you use this method as it is easier to use and input into our scheduling program. If you are unfamiliar on how to do this, please have your athletic secretary assist. If necessary, please call me on my cell at 253-677-2872.

These forms provide the necessary information to best serve your school. Please remember to include all home matches such as jamborees and tournaments that you may be hosting. Also, please consider potential conflicts such as open houses, workshops, band concerts, in-service training, etc. **It is also critical that ALL information be provided including home and cell phone numbers and email addresses for both yourself and your coach. Because I must minimize working on this during my work hours, it is essential that I be able to contact you in the evening at home if I have specific questions.** This number is not given out to anyone else and will be used sparingly.

If you want us to provide you with two line judges please indicate that on the form by putting "2" in the box that corresponds with the line judges. Also, during the first two weeks of the season not everyone can play on Tuesdays and Thursdays because we simply cannot cover all of those assignments so please spread these matches throughout the week.

Please note space for a Purchase Order number that is required. Please include this number when completing the form. If you need to wait until school reconvenes in the Fall, then we simply ask that you submit the PO# to us no later than September 15th. For further information about the PO number and fees that are charged, please refer to the Athletic Directors section on the website at www.tpcvob.com.

You will also find a Gymnasium Checklist for your review. This will help you to ensure that your facility is setup properly for all matches as per WIAA requirements. We are unable to officiate matches in an unsafe playing environment. Please be sure to inform us of any special promotions that you might have in between games so that officials can be notified in advance. Also, please be aware that warm-up times and procedures have been negotiated and agreed upon with league representatives and officials are not prepared to deviate from them. If revisions are necessary, please discuss them with your league representative.

Athletic Directors, Athletic Secretaries (optional), and Coaches should also log onto the ARBITER scheduling program at www.arbitersports.com. Instructions are posted on our website at www.tpcvob.com for your convenience. All matches will be posted on this system which will allow you to log on and check to make sure officials are assigned. There is no need to call or email me for this information as it will be available for viewing at your convenience once the season gets under way.

Throughout the season your input is always welcome. Please feel free to email or call me at 253-677-2872 as the need arises. Until then, have a great summer and please return these forms no later than **May 7th**. Thank you.