TEXAS ASSOCIATION of SPORTS OFFICIALS

VOLLEYBALL DIVISION

OPERATING PROCEDURES

TABLE OF CONTENTS

Section 1 ..... Name

Section 2 ..... Purposes

Section 3 ..... Districts

Section 4 ..... Board of Directors

Section 5 ..... Officers

Section 6 ..... Election of Officers

Section 7 ..... Duties of Officers

Section 8 ..... Membership Classifications

Section 9 ..... Distribution of TASO-Volleyball Materials

Section 10 ..... TASO-Volleyball Meetings

Section 11 ..... Fees

Section 12 ..... Continuity of Organization

Section 13 ..... Vendors

Addendum A ..... TASO Volleyball Calendar

Addendum B1 ..... TASO Volleyball Division Officiating Invoice – Regular Season

Addendum B2 ..... TASO Volleyball Division Officiating Invoice - Playoffs

Addendum C ..... TASO Volleyball Uniform Policy

Addendum D ..... TASO Volleyball Policy of Establishment of a New Chapter

Addendum E ..... TASO Volleyball Division Multi Chapter Membership

Addendum F ..... Duties of District Director

SECTION 1
(Name)

This organization shall be known as the TEXAS ASSOCIATION OF SPORTS OFFICIALS - VOLLEYBALL DIVISION, hereinafter referred to as TASO-Volleyball, a division of the Southwest Officials Association, Inc., a Texas non-profit corporation, or its successor corporation, dba TEXAS ASSOCIATION OF SPORTS OFFICIALS, hereinafter referred to as TASO.

SECTION 2
(Purposes)

The purpose of TASO-Volleyball shall be to foster and promote national and international amateur sports competition in the game of volleyball by:

A. Advancing the ideals of good sportsmanship and fair play through qualified officiating in volleyball and respect for the authority of volleyball officials at all levels of competition.

B. Providing educational programs to advance the skills of volleyball officials at all levels of competition.

C. Conducting public information programs that will encourage appreciation for the skill and competence of volleyball officials.

D. Placing special emphasis on developing concepts of good sportsmanship among the youth of the nation, both as competitors and as spectators.

E. Conducting studies and analyses of volleyball rules to identify sources of officiating problems and seek solutions in cooperation with appropriate rule making bodies.

F. Developing and maintaining a membership consisting of experienced and capable volleyball officials whose integrity is above reproach and who are actively engaged each year in officiating games.

G. Fostering a high standard of ethics, encouraging fair play, sportsmanship, closer cooperation, and better understanding among officials, athletic representatives, coaches, players, athletic directors, and the press.

SECTION 3
(Districts)

DISTRICT 1: South Plains Chapter
Golden Spread Chapter

DISTRICT 2: Concho Valley Chapter
Permian Basin Chapter

DISTRICT 3: Abilene Chapter
North Central Texas Chapter
Red River Chapter

DISTRICT 4: Central Texas Chapter
Heart of Texas Chapter
Hill Area Chapter

DISTRICT 5: Corpus Christi Chapter
Laredo Chapter
South Texas Chapter
Victoria Chapter

DISTRICT 6: Tip of Texas Chapter
Texas Southmost Chapter

DISTRICT 7: Tyler-Longview Chapter
Northeast Texas Chapter
Trinity Valley Chapter

DISTRICT 8: First Area Chapter
Golden Triangle Chapter
Gulf Coast Chapter
Rice Belt Chapter

DISTRICT 9: Houston Chapter

DISTRICT 10: Fort Worth Metro Chapter

DISTRICT 11: San Antonio Chapter

DISTRICT 12: Dallas Chapter

DISTRICT 13: Austin Chapter

DISTRICT 14: Brazos Valley Chapter

SECTION 3.1 A chapter shall qualify as a single member district provided such chapter maintains a membership of not less than 175 TASO-Volleyball active members (as defined in the current TASO bylaws, Article 3) as of October 1st of each year for two consecutive years.

A. If a chapter, which has been previously designated as a single chapter district, has a membership of less than 175 TASO-Volleyball active members for two consecutive years, the chapter shall lose its status as a single chapter district and shall return to its former District.

B. The Board of Directors at its off-season meeting shall review the membership status of each single chapter district.

C. The office of Executive Director shall be responsible for conducting each district director election.

SECTION 3.2 (Chapters)

A. Individual chapters may be established in various areas of the state.

B. New chapters will follow the TASO-Volleyball policy for the establishment of a new chapter. (See Addendum D)

C. Each chapter must include a minimum of six (6) voting TASO-Volleyball members. If six (6) voting members are not available, members may petition the Board of Directors for a Chapter charter.

D. Each chapter must provide the TASO office with a copy of its current By-Laws and/or Operating Procedures and must notify TASO-Volleyball of any changes throughout the year.

E. Each chapter must utilize the appropriate Invoice for Match Officiating Services as prescribed by the TASO-Volleyball Board of Directors. (See Addendum B1 and B2)

F. Each chapter shall submit a listing of current officers and directors to TASO-Volleyball by December 31st of each year.

G. Each chapter shall hold a minimum of five (5) meetings per season for education and business purposes.

H. Each chapter will provide to their District Director, their meeting schedule and training dates by July 1st of each year.

I. Failure of a chapter to comply with these minimum requirements may make its officers and/or members subject to action by the Board of Directors.

J. Multi-chapter membership is permissible, but only one membership/renewal will be paid. Local dues must be paid to each chapter. Each chapter will determine the percentage of meetings that must be attended by those holding dual chapter membership. (See Addendum E for Multi-Chapter Membership Policy.)

K. A chapter officer, either elected or appointed, put on probation by TASO, may be removed from their office.

L. New chapters approved by a majority vote of the TASO-Volleyball Board will complete a mandatory two (2) year probation.

SECTION 4
(The Board of Directors)

SECTION 4.1 The Board of Directors shall be composed of the President, the Vice President, the Immediate Past President, the Executive Director, or the designee, two members selected by the board to sit Ad-Hoc without vote on the committee, one UIL representative to sit Ad-Hoc without vote on the committee, one TAPPS representative to sit Ad-Hoc without vote on the committee, and the District Director from each of the current districts.

SECTION 4.2 The Board shall hold at least one (1) meeting per year prior to the Annual State Meeting. Special meetings shall be called by the President when requested to do so by a majority of the Board of Directors.

A majority of the voting members of the Board of Directors at a called board meeting shall constitute a quorum. Each elected or appointed member of the Board must be a member in good standing with TASO-Volleyball.

SECTION 4.3 The Board of Directors shall have the power to change the Operating Procedures. The Board of Directors shall be empowered to rule on situations not covered in the Operating Procedures.

SECTION 5
(Officers)

SECTION 5.1 The officers shall be a President and Vice President and they will each serve for two (2) years. The election of the President and Vice President will occur every two (2) years at the end of odd numbered years. The President and Vice President shall not serve in the same elected office for more than two consecutive terms but may be re-elected after remaining out of office for not less than two years. The Executive Director or the designee of TASO will serve as Secretary/Treasurer and will be responsible for the delegation of responsibilities to office personnel.

SECTION 5.2 The term of office for District Directors shall be two years. Odd numbered districts shall hold elections at the end of odd numbered years. Even numbered districts shall hold elections at the end of even numbered years. No person shall serve more than four consecutive elected terms as a District Director but may be re-elected after remaining out of office for not less than two years. The District Directors shall be elected in accordance with the Operating Procedures of TASO-Volleyball.

SECTION 6
(Election of Officers)

SECTION 6.1 The President and Vice President shall be elected by a plurality of eligible members who may cast their votes by an on-line voting procedure as promulgated by the board of directors if the election is contested. If the election is not contested and there is only one candidate, no on-line voting shall be necessary and the candidate will be named to the respective position. The incoming President/Vice President shall assume their office on December 1st of the year in which they are elected.

Voting will be via electronic ballot beginning the first Monday in November and ending the third Monday in November. Should an election result in a tie, a run-off election will be held beginning two days after the third Monday in November and conclude the following Tuesday. The winner of the election will be announced no later than November 30th.

Applicants must declare their candidacy in writing to the TASO office in care of the Executive Director or the designee of TASO, between August 1st and October 1st (email is permissible). To hold the office of either President or Vice President, a person must have been (1) a member in good standing of TASO-Volleyball for the preceding five years prior to their nomination, (2) must have served on the Board of Directors of TASO-Volleyball for at least one term, and (3) must remain a member in good standing through their term of office. A member in good standing is one who has complied with all membership requirements at the state and local level.

If more than one candidate is running for either position, each candidate, in addition to the requirements of SECTION 6.1 paragraph 3, (1) must submit a current digital picture, (2) must submit a summary of accomplishments, (3) must submit a statement of 250 words or less addressing the constituents by October 15th. Candidates may also submit a video clip not to exceed 3 minutes in length. These items shall be published on the web and be available to the eligible membership. All statements and/or video clips will be reviewed and approved by an appointed committee prior to posting.

SECTION 6.2 The District Directors shall be elected by a plurality of eligible members in their district who may cast their votes by an on-line voting procedure as promulgated by the board of directors if the election is contested. If the election is not contested and there is only one candidate, no on-line voting shall be necessary and that one candidate shall be declared the Director of their respective District. The incoming District Directors shall assume their office on December 1st of the year in which they are elected.

Voting will be via electronic ballot beginning the first Monday in November and ending the third Monday in November. Should an election result in a tie, an election to determine the winner will be held beginning two days after the third Monday in November and conclude the following Tuesday.

To hold the office of District Director, a person, (1) must declare their candidacy in writing to the TASO office between August 1st and October 1st (email is permissible), (2) must be a member in good standing of TASO-Volleyball for the preceding three years prior to their declaration to run for office, (3) must remain a member in good standing through their term of office, and (4) must submit a letter in writing (email is permissible) from their home TASO-Volleyball chapter board verifying status of membership. The responsibility of any documentation and/or proof in this matter falls on the candidate for office.

If more than one candidate for the same District Director position meets the criteria listed in SECTION 6.2 paragraph 3, each candidate in addition to the requirements of SECTION 6.2 paragraph 3 (1) must submit a current digital picture, (2) must submit a summary of accomplishments, and (3) must submit a statement of 250 words or less addressing the constituents by October 15th. These items shall be published on the web available to the eligible members of the district. All statements will be reviewed and approved by an appointed committee prior to posting.

If no one declares their candidacy in writing to the TASO office between August 1st and October 1st (email is permissible), an email will be sent to all members of that district on October 2nd asking anyone interested to (1) declare their candidacy by November 1st, and (2) adhere to the requirements enumerated in SECTION 6.2

paragraph 4. In the event of multiple eligible candidates, an election will be conducted according to the procedures noted in SECTION 6.2 paragraph 2. If there is only one eligible candidate, no election will be necessary and the lone candidate will be declared the new District Director.

SECTION 6.3 The President shall appoint a Parliamentarian who shall be knowledgeable and experienced in the application of Robert's Rules of Order.

SECTION 6.4 Procedure for recall of officers: An Officer may be recalled by a majority vote of the Division Board at a regular or called meeting, with the Officer whose recall is requested ineligible to vote.

An Officer may be recalled by a two-thirds vote of the membership voting in a recall election. A request for a recall election must be filed with the TASO State Office and approved by the Division Board, which approval shall not be wrongfully withheld. A sixty-day (60) notice is required before a vote of the membership is taken.

SECTION 6.5 Procedure for recall of District Directors: A Director may be recalled by a majority vote of the Division Board at a regular or called meeting, with the Director whose recall is requested ineligible to vote.

A Director may be recalled by a two-thirds vote of the district membership voting in a recall election. A request for a recall election must be filed with the TASO State Office and approved by the Division Board, which approval shall not be wrongfully withheld. A sixty-day (60) notice is required before a vote of the membership istaken.

SECTION 6.6 Vacancies in the elected offices of Vice President and District Directors shall be filled by appointment by the President subject to approval of a majority vote of the Board of Directors at the next Board meeting.

SECTION 7
(Duties of Officers)

SECTION 7.1 The President shall (1) call, prepare the agenda for, and preside over, all meetings of TASO-Volleyball and the Board of Directors, (2) appoint committees, and (3) serve as an ex-officio member of such committees.

SECTION 7.2 The Vice President shall (1) substitute in the absence of the President, (2) in cooperation with the District Directors arrange the schedule, prepare the program, recruit and organize the staff for all clinics, and (3) succeed the President in the event a vacancy occurs. The Vice President shall ensure a master calendar of events and deadlines is available on the organization website.

SECTION 7.3 The Immediate Past President will serve in an advisory capacity to the Board of Directors and assume any delegated responsibilities from the President. If there is not an Immediate Past President, or that person is not able to serve, the President will appoint, with approval of the Board of Directors, a person to fulfill the duties as required.

SECTION 7.4 The Executive Director or the TASO designee will serve as Secretary/Treasurer and shall (1) keep and report the minutes of all TASO-Volleyball and Board of Directors meetings, (2) answer any TASO-Volleyball correspondence or refer it to the proper TASO-Volleyball officer, (3) receive, maintain, and update a current and complete personnel record of all TASO-Volleyball members, (4) receive, record, and deposit into a bank account in the name of TASO-Volleyball all dues and fees belonging to TASO-Volleyball and record the payment of expenses authorized by the President and disburse TASO-Volleyball funds by means of checks which require the signature of the Treasurer (or designated TASO representative), (5) submit to the Board of Directors and membership annually a financial statement of income, expenditures, and account balance, and serve on all committees of TASO-Volleyball.

SECTION 7.5 The District Directors shall perform the duties set forth in the Operating Procedures of TASO-Volleyball.

SECTION 7.6 The Board of Directors shall have full power to act and pass on all matters of business pertaining to the Volleyball Division not governed by TASO. Its decisions shall be binding unless determined tobe specifically in violation of the TASO-Volleyball Division.

SECTION 7.7 The TASO-Volleyball Board makes the following provisions:

A. The President and Vice President shall be reimbursed when either or both represent TASO-Volleyball by attending the State Volleyball Tournament. Should compensation be paid by any other entity, TASO-Volleyball will not reimburse that particular expense. Approved expenses are reimbursed based on the TASO Expense Reimbursement Policy.

B. TASO representatives serving as either the Supervisor of Lines or the Supervisor of Officials shall be reimbursed according to the TASO Expense Reimbursement Policy and a stipend. Should compensation be paid by any other entity, TASO will not reimburse that particular expense.

C. TASO representatives serving as a Regional Volleyball Rules clinician shall be reimbursed accordingto the TASO Expense Reimbursement Policy and a stipend. Should compensation be paid by any other entity, TASO will not reimburse that particular expense.

SECTION 8
(Membership Classifications)

SECTION 8.1 Members shall be classified according to the requirements established by the TASO-Volleyball Board of Directors in accordance with TASO policies and procedures.

SECTION 8.2 Applicants for regular membership must be at least sixteen (16) years of age. Applications will be processed in accordance with procedures established by the Board of Directors.

SECTION 8.3 A member in good standing is one who:

(A) has paid all dues and fees both to TASO and their local Chapter
(B) has complied with all the membership requirements at the state and local level
(C) has attended the state meeting and/or TASO-Volleyball rules clinic or completed an on-line clinic
(D) has completed and passed the mandatory exam with a minimum score as defined by the qualifications for each classification. Certified- 90, Approved-80, Registered-70.
(E) is in compliance with all the policies and procedures of TASO and TASO-Volleyball

SECTION 8.4 The Board of Directors shall have full authority to change any member's classification whenever, in its opinion, such change is for the best interest of the Volleyball Division.

SECTION 8.5 To be eligible to officiate a match at any level, all members must (1) pay local dues, (2) complete the TASO on-line renewal/new applicant process, and (3) pay state dues, as well as meet all local chapter requirements, (4) attend a mandatory TASO-Volleyball Rules Clinic or complete an on-line clinic, and (5) complete the mandatory exam with a minimum score as defined in Section 8.3 (D).

Officials may not work any level match at a school where they have been scratched by a coach, in the current season, according to the official process outlined by the UIL. Proper scratches will be communicated to the TASO Volleyball office and the official's chapter assigner via email.

<u>Designations and Criteria</u>

A. Each TASO-Volleyball official will be classified each year. The classifications to be used for this purpose are: Certified, Registered, Approved, and Auxiliary.

B. Classifications will be determined according to the following criteria:

1. Score on the current TASO/NFHS rules examination.
2. Completed years of experience as a high school official to date.
3. Attendance at a mandatory TASO-Volleyball Rules Clinic or completion of an on-line clinic during the *current year.*
4. ***A member's failure to complete the mandatory exam and attend a mandatory TASO-Volleyball Rules Clinic or completion of an on-line clinic makes him/her ineligible for assignments, including any post-season assignments and is not a member in good standing during the current season.***
5. A member's failure to meet the mandatory requirements for two consecutive seasons may result in expulsion.
6. When an official retires, he/she will retire at the highest classification attained during his/her career.
7. A member must meet all local chapter requirements for attendance at meetings and training sessions.

Definitions of and Qualifications for:

A. Certified: A Certified official is that individual who has demonstrated consistent superior performance over a sustained period of time. This official is at the top of his/her peer group and has met standards of performance in excess of those required of Approved or Registered. The qualifications for a Certified official are as follows:

1. The official must score 90 or better on the mandatory TASO/NFHS rules examination for that year.
2. The official must attend a mandatory TASO-Volleyball Rules Clinic or must complete an on-lineclinic for that year.
3. The official must have a minimum of seven (7) completed years experience as a high school official, either with TASO-Volleyball or another association which is a member of the National Federation of State High School Associations.
4. The official must have paid state and local dues for the current year.
5. The official must attend mandatory chapter meetings and trainings as required.

B. Approved: An Approved official is that individual who has demonstrated the competence and gained the experience necessary to officiate at all levels of athletic competition in his/her sport.This official is in the upper middle range of his/her peer group. The qualifications for an Approved official are as follows:

1. The official must score an 80 or better on the mandatory TASO/NFHS rules examination for that year.
2 The official must attend a mandatory TASO-Volleyball Rules Clinic or must complete an on-line clinic for that year.
3. The official must have a minimum of two (2) completed years of experience as a high school official, either with TASO-Volleyball or another association which is a member of the National Federation of State High School Associations.
4. The official must have paid state and local dues for the current year.
5. The official must attend mandatory chapter meetings and trainings as required.

C. Registered: A Registered official is that individual who, for whatever reason, does not meet the qualifications for a higher division, and all first year officials. This official may work any level of athletic competition. The qualifications for a Registered official are as follows:

1. The official must score a 70 or better on the mandatory TASO/NFHS rules examination for that year.
2. The official must have paid the required application fee as well as the required state and local dues.
3. The official must attend a mandatory TASO-Volleyball Rules Clinic or must complete an on-line clinic for that year.
4. The official must attend mandatory chapter meetings and trainings as required.

D. Auxiliary: An Auxiliary official is that individual who will serve in the position of line judge only. They will not be allowed to work in any other position. The qualifications for Auxiliary official are:

1. The official must have paid the required application fee as well as the required state and local dues.
2. The official must have completed and passed with a score of 70 or better, training specific to lines calling.
3. The official must attend mandatory chapter meetings and trainings as required.

UIL Top Crew List:

A. To be eligible for inclusion in the Top Crew list of a TASO-Volleyball chapter, an official must score a 90 or above on the current year's volleyball exam and meet all criteria of being a member in good standing for the current year. Chapters may require higher scores for inclusion in the Top Crew list.

B. Chapter officers found to have included ineligible officials on their Top Crew list, may be subject to an ethics review. Any chapter's Top Crew list found to contain ineligible officials will be rejected in its entirety, meaning no otherwise eligible official on the chapter's Top Crew list will be considered for post season.

C. The offending chapter will not be allowed to submit a top crew list for the year following the infraction.

Transferring from Another State Association:

An official who (1) transfers his/her registration from another state association which is a member of the National Federation of State High School Associations (NFHS), and (2) who meets all TASO-Volleyball qualifications will be assigned a ranking by the local chapter board of directors in accordance with his/her record in the previous state association. Documentation from the previous state association, on their official letterhead, must include the official's grade on the rules examination for the current year, verification of rules clinic attendance for the current year, number of contests officiated during the previous year and completed years of experience to date.

SECTION 8.6 Membership renewal must be completed annually via the method determined by the Board of Directors. Each member shall follow the prescribed procedure. The TASO-Volleyball Division Membership year runs from December 1st through November 30th.

SECTION 8.7 Procedure for payment of dues and method of notification shall be determined by the Board of Directors. Each member shall follow the prescribed procedure.

SECTION 8.8 In the event of a conflict between these Operating Procedures of TASO-Volleyball and the By-Laws, Operating Procedures, or Ethics and Due Process Guidelines of TASO, TASO provisions shall prevail. Disciplinary proceedings shall be governed by the Ethics and Due Process Guidelines of TASO.

SECTION 8.9 Dual members shall conform to each chapter's By-Laws in which they hold membership. Dual members may only vote through their home chapter for TASO elections. (See Addendum E for Multi-Chapter Membership Policy)

SECTION 8.10 Members must adhere to the Uniform Policy as described in Addendum C.

SECTION 9
(Distribution of TASO-Volleyball Materials)

All members shall have access to (a) an annual membership card, (b) information pertaining to TASO-Volleyball activities (clinics, Annual Meeting, etc.), (c) a current National Federation Rule Book for volleyball, (d) NFHS-UIL-TASO-Volleyball interpretations, current rules, and (e) Operating Procedures.

SECTION 10
(TASO-Volleyball Meetings)

SECTION 10.1 TASO-Volleyball will hold an Annual Meeting once a year. An announcement will be provided to all members at least thirty (30) days in advance of the meeting.

SECTION 10.2 The place, date, time, and agenda for all other TASO-Volleyball meetings shall be determined by the Board of Directors and shall be announced to all members at least thirty (30) days prior to such meetings.

SECTION 10.3 The Board of Directors shall hold at least two (2) meetings per year.

SECTION 10.4 Standing Committees are: Awards, Finance, Policy and Procedures, and Rules. Other committees and task forces may be appointed by the President as needed.

SECTION 10.5 All chapters are required to send representatives to the scheduled Friday and Saturday events of the TASO-Volleyball Annual Meeting, as determined annually by the Board. Chapter representatives required to attend are the President and Secretary, along with the District Director. In addition, the chapter trainer should attend Train the Trainer sessions as scheduled. A proxy for any position will satisfy the attendance requirement. Failure to send representatives will result in the Chapter being fined 5% of Chapter dues (based on the previous year's dues submission) or $100, whichever is greater.

SECTION 11
(Fees)

All officials will comply with the schedule of fees and travel allowances as outlined in the University Interscholastic League Constitution and Contest Rules and the TAPPS recommended fee and travel allowances schedule.

SECTION 12
(Continuity of Organization)

SECTION 12.1 Whenever any instrument, procedure, policy, memorandum, requirement or honor of TASO-Volleyball or its predecessor organizations, the Texas Volleyball Officials Association or the Southwest Volleyball Officials Association, refers to the Southwest Volleyball Officials Association or Southwest Officials Association, it shall be construed as referring to TASO-Volleyball or the Texas Association of Sports Officials, as appropriate, and such instrument, procedure, policy, memorandum, requirement or honor shall apply to TASO-Volleyball.

SECTION 12.2 Membership in the Texas Volleyball Officials Association or the Southwest Volleyball Officials Association shall be considered as membership in TASO-Volleyball.

SECTION 13
(Vendors)

SECTION 13.1 Only TASO Authorized Vendors may be allowed to sell equipment and/or TASO logo apparel at any Annual Meeting, Regional Rules Clinic, Chapter meeting or event.

Revised and Amended February 2022

Addendum A

2022 TASO Volleyball Calendar

December 2021

1	2022 TASO Volleyball Membership year begins Registration starts: December 16
1	District Directors take office

January 2022

15	Special Awards Due

February

11	Off-Season Board Meeting – Day 1
12	Off-Season Board Meeting – Day 2

March

15	Membership Renewal Closes – Late fee begins

April

1	Requests for Training Evaluations Due
5	Years of Service Awards Due
15	Names for All Star Match confirmed with TASO-Volleyball/Gerald Johnson

May

1	Annual Meeting PowerPoints are due to Welch to begin review cycle

June

1	Final Review of Edits for Annual Meeting PowerPoints to presenter. Prepare script for voice-over

July

8	Board of Directors Meeting
8	President/Secretary Workshop - TBD
8	Training Workshop – TBD
9	Volleyball Annual Meeting -
11	Volleyball Exam Opens
11	On-Line Clinic Opens
12	TGCA All Star Match, 1-4A - Arlington
13	TGCA All Star Match, 5-6A - Arlington
16	Regional Clinic – Houston
17	Regional Clinic – San Antonio
17	Regional Clinic – Overton
23	Regional Clinic – Lubbock
24	Regional Clinic – McAllen

August

1	First day to submit intent to run for District Director positions in districts 2, 4, 6, 8, 10, 12, and 14
1	Renewal and New Application close date (unless individual Chapters establish a different date via TASO-Volleyball)
4	First day for TAPPS scrimmages
5	First day for UIL scrimmages
8	First day for TAPPS matches
8	First day for UIL matches
12	Volleyball testing closes
12	On-Line Clinic closes

September

26	UIL Top Crew List Due Date to TASO
26	TAPPS Top Crew List Due Date to TASO

October

1	Final day to submit intent to run for District Director position
15	Requirements/Documentation for Elections Due
27	TAPPS District Certification – 1A-5A
29	UIL District Certification – All Conferences
31	UIL Bi-District Certification – All Conferences

November

1	Election for District Directors Begins
1	UIL Bi-District Certification – All Conferences
1	TAPPS District Certification - 6A
1	TAPPS Bi-District
3-5	UIL Area Certification – All Conferences
4	TAPPS Area
5	TAPPS Regional
7-8	UIL Regional Quarterfinals – All Conferences
10-11	TAPPS State Tournament – 1A, 2A, 3A, 4A
11-12	TAPPS State Tournament – 5A, 6A
11-12	UIL Regionals
15	Election for District Directors End
16-19	UIL State Tournament
30	2022 Volleyball Membership Year Ends

Addendum B1

VOLLEYBALL DIVISION 2022

INVOICE FOR MATCH OFFICIATING SERVICE

(EACH OFFICIAL MUST COMPLETE AND SUBMIT FOR PAYMENT)

MATCH LOCATION		MATCH DATE	
TEAMS/SCHOOLS			
OFFICIAL'S NAME		PHONE	
MAILING ADDRESS		EMAIL	
PHYSICAL ADDRESS		LAST 4 OF SSN	
CITY		TX ZIP	
CO-OFFICIAL		CHAPTER	

MATCH FEES – EACH MATCH PER OFFICIAL

REGULAR SEASON		MATCH FEE	# MATCHES	AMOUNT
VARSITY	3 out of 5	$65		$
SUB VARSITY	2 out of 3	$45		$
SUB VARSITY	3 out of 5	$50		$
JUNIOR HIGH	7th & 8th	$40		$
JUNIOR HIGH DEVELOPMENTAL	7th & 8th	$20		$
TOURNAMENTS				
VARSITY	3 out of 5	$65		$
VARSITY	2 out of 3	$55		$
SUB VARSITY	3 out of 5	$50		$
SUB VARSITY	2 out of 3	$45		$
JUNIOR HIGH (7TH AND 8TH)	2 out of 3	$40		$
POOL PLAY - MINI GAMES				
VARSITY	2 to 15	$40		$
SUB VARSITY	2 to 15	$35		$
JUNIOR HIGH	2 to 15	$35		$
LINE JUDGE - REGULAR SEASON AND TOURNAMENTS				
JR HIGH - $25 / SUB-VAR - $30 / SUB VAR 3/5 OR VAR 2/3 - $35 / VARSITY - $50				$
TOTAL MATCH FEES				$

TRAVEL FEES

TRAVEL RANGE FEE – CHAPTER CENTER POINT TO VENUE – PER OFFICIAL			AMOUNT
☐ 0-30 MILES - $15	☐ 31-60 MILES - $30	☐ 61-90 MILES - $45	$

	PORTAL TO PORTAL (OFFICIAL'S HOME TO VENUE) FOR MILEAGE OVER 91 MILES ONE WAY	RATE	MILES	AMOUNT
☐	ONE CAR	.585/MI		$
☐	TWO CARS	.439/MI		$
☐	THREE CARS	.351/MI		$
☐	RIDER FEE	$15		$
☐	MEAL REIMBURSEMENT (if travel exceeds 91 miles one way)	$15		$
TOTAL TRAVEL FEES				$
TOTAL DUE OFFICIAL				$

THE MATCH AND TRAVEL FEES LISTED ABOVE ARE AN ACCURATE ACCOUNTING OF THE PAYMENT DUE FOR MY SERVICES

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SIGNATURE OF OFFICIAL

Addendum B2

VOLLEYBALL DIVISION 2022

INVOICE FOR MATCH OFFICIATING SERVICES (PLAYOFFS)

(EACH OFFICIAL MUST COMPLETE AND SUBMIT FOR PAYMENT)

MATCH LOCATION		MATCH DATE	
TEAMS/SCHOOLS			
OFFICIAL'S NAME		PHONE	
MAILING ADDRESS		EMAIL	
PHYSICAL ADDRESS		LAST 4 OF SSN	
CITY		TX ZIP	
CO-OFFICIAL		CHAPTER	

MATCH FEES – EACH MATCH PER OFFICIAL

ATTN ACCOUNTS PAYABLE: EACH CHAPTER SHOULD BE PAID INDEPENDENTLY PER UIL 1204 AND TAPPS POLICY

R1/R2	MATCH FEE	# MATCHES	AMOUNT
BI-DISTRICT	$75		$
AREA	$85		$
QUARTER-FINALS	$95		$
REGIONAL SEMI-FINALS	$105		$
REGIONAL FINALS	$105		$
STATE SEMI-FINALS	$135		$
LINE JUDGE			
BI-DISTRICT	$55		$
AREA	$55		$
QUARTER-FINALS	$55		$
REGIONAL SEMI-FINALS	$65		$
REGIONAL FINALS	$65		$
STATE SEMI-FINALS	$75		$
TOTAL MATCH FEES			$

TRAVEL FEES

TRAVEL RANGE FEE – CHAPTER CENTER POINT TO VENUE – PER OFFICIAL			AMOUNT
☐ 0-30 MILES - $15	☐ 31-60 MILES - $30	☐ 61-90 MILES - $45	$

	PORTAL TO PORTAL (OFFICIAL'S HOME TO VENUE) FOR MILEAGE EXCEEDING 91 MILES ONE WAY	RATE	MILEAGE/FEE	AMOUNT
☐	ONE CAR	.585/MI		$
☐	TWO CARS	.439/MI		$
☐	THREE CARS	.351/MI		$
☐	RIDER FEE	$15		$
☐	MEAL REIMBURSEMENT (if travel exceeds 91 miles one way)	$30		$
TOTAL TRAVEL FEES				$
TOTAL DUE OFFICIAL				$

THE MATCH AND TRAVEL FEES LISTED ABOVE ARE AN ACCURATE ACCOUNTING OF THE PAYMENT DUE FOR MY SERVICES.

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SIGNATURE OF OFFICIAL

Addendum C

TASO Volleyball Uniform Policy

I. The official uniform of the TASO Volleyball Division shall be:

1. A gray or all-white collared short or long-sleeved polo shirt with the TASO logo on the right side of the chest. The shirt must be an authorized TASO volleyball shirt supplied by an authorized vendor. The white TASO Volleyball uniform is the default uniform. Referee shirts must match.
2. Jet black dress slacks with a plain black belt. In consideration of those members who do not wear pants due to religious beliefs, a jet black skirt (length should be below the knee) may be worn.
3. Solid black athletic shoes (without any colored logo). Shoe laces must be black.
4. Solid black socks (without visible logo).
5. A black whistle with a solid black lanyard.
6. An approved American Flag shall be worn as designated by TASO-Volleyball. (left sleeve, centered, 2 inches below the shoulder seam)
7. An all-white, crew neck sweatshirt or all white full zippered jacket with the TASO logo on the right side of the chest may be worn in addition to the uniform shirt as described in #1. The sweatshirt and/or full-zippered jacket must be purchased from an authorized TASO- Volleyball vendor.
8. An undershirt, if worn, should be solid white. The sleeves of the undershirt should not extend below the uniform sleeve.

NOTES:

#1 The TASO-Volleyball official uniform shall be worn to matches assigned by an authorized chapter assigner.

#2 A pink whistle and pink lanyard may be worn during the month of October to support Breast Cancer Awareness.

#3 The approved TASO sweatshirt and/or full zippered jacket may be worn. They must be worn over the uniform shirt. If worn, the approved full-zippered jacket must be zippered closed.

#4 Uniform shirts must be tucked into uniform pants. Sweatshirt and/or full zippered jacket is not to be worn tucked in.

#5 Communication devices are not part of the TASO-Volleyball uniform and shall not be carried on the official's person. Smart watches shall be used as a timing device only.

II. All Local Chapters:

Volleyball Chapters may allow jet black dress shorts to be worn in non-air-conditioned gyms only. The length of the shorts shall be from the mid-thigh to the top of the knee. No culottes, capri pants, or fleece sweat slacks/shorts are to be worn. If shorts are worn, black shoes and black socks are still required. After district play ends, no allowance is made for hot gyms. All members must wear the standard jet black dress slacks.

NO SHORTS WILL BE WORN DURING PLAYOFFS.

Members found in violation of the official uniform policy will be penalized as follows:

1st Offense:	Warning
2nd Offense:	$5 Fine
3rd Offense:	$25 Fine

For subsequent violations the member will be considered a member not in good standing.

Addendum D

TASO-Volleyball Policy for Establishment of a New Chapter

The following procedure will govern the application for the establishment of TASO-Volleyball Chapters.

GENERAL: The establishment of a new chapter will be considered at the TASO-Volleyball off-season Board of Directors meeting. The new chapter will be considered in an area that fills the need to best support the UIL and/or TAPPS activities in the area. The new chapter should be beneficial to both the schools affected and the TASO-Volleyball officials. New chapters will generally not be approved based on a split in a chapter arising out of personality, political, or other factional issues. Until such time as the application for the formation of a new chapter is approved by the TASO-Volleyball board, no dues or applications may be collected by the proposed new chapter.

I. REQUIREMENTS: The individual(s) making application for the establishment of a new chapter must submit all of the following information to the TASO office no later than forty-five (45) days prior to the off-season board meeting in order to have the request acted upon by the TASO-Volleyball board.

1. A copy of the proposed Chapter by-laws.
2. A list of the proposed officer's names, addresses, home and business telephone numbers and e-mail addresses.
3. A list of names, addresses, home and business telephone numbers and e-mail addresses of prospective chapter members. If any prospective members are currently TASO members, their current chapter should be noted.
4. A list of the schools the chapter plans to service. Note on this list, the chapter(s) presently serving each school.

II. PROCEDURES: The TASO office will forward copies of the application to the TASO-Volleyball District Director(s) affected by the establishment of the new chapter. The Director(s) will investigate the application, note the impact on the division and chapters affected, and make a recommendation to the board at the next meeting.

III. APPEALS: There is no appeal of the board vote. Applicants may resubmit an application in two years from the date of the original application unless requested by the TASO-Volleyball Board to resubmit sooner.

Addendum E

TASO Volleyball Division Multi-Chapter Membership Policy

Member's Rights and Responsibilities:

1. A member may join as many chapters as desired. The member must designate a primary chapter when applying for TASO Volleyball membership.
2. A member must coordinate acceptance of non-primary chapter assignments with the primary chapter's assigning secretary.
3. A member may not cancel an accepted assignment from one chapter to accept one from another chapter without approval from the assigning secretaries of both chapters.
4. For all chapters, membership in more than one chapter is not a valid reason for missing meetings. Rulings made by any local chapter's board of directors regarding meeting attendance will be upheld by the TASO Volleyball Division.
    a. Members may only be included on the Top Crew List for their primary chapter. To be eligible for the Chapter's Top Crew List, members must attend all required meetings and training sessions for their primary chapter.
    b. Members must attend all required meetings and training sessions for any non-primary chapters as determined by chapter policies.
5. A member must report their status as a primary or non-primary member to all chapters they join.
6. A member may only hold an office (elected or appointed) in their primary chapter.

Chapter's Rights and Responsibilities:

1. The primary chapter is responsible for maintaining records of all multi-chapter members and must ensure compliance with:
    a. TASO Volleyball active membership,
    b. Completion of an annual rules clinic or attendance at the Annual Meeting,
    c. Completion of the annual rules test with the minimum score required for their classification level.
2. The primary chapter is responsible for communicating compliance or non-compliance with these requirements to all non-primary chapters. Non-primary chapters must ensure non-compliant members do not officiate matches at any level.
3. All assigners shall coordinate assignments with other chapters to best service the schools, chapters and the member.
4. Report any disciplinary action to all chapters to which the member has association.
5. All chapters must honor any disciplinary action taken by another chapter unless otherwise specified by the TASO Volleyball Division.
6. Inclusion on a chapter's playoff list is at the sole discretion of the secondary chapter.
7. Acceptance as a non-primary member is at the sole discretion of the non-primary Chapter's Board of Directors.
8. Email notification must be submitted to TASO Volleyball by the primary chapter as verification of membership in good standing.

Addendum F

Duties of the TASO – Volleyball District Director

Introduction

The District Director, elected or appointed, is a position of responsibility to TASO and the Volleyball Board of Directors. Below is a description of responsibilities and duties as District Directors, including but not limited to those duties listed and are encouraged to assist all members of their district whenever possible.

Once Elected/Appointed

I. Immediately contact predecessor for a briefing of the duties and to transfer any documentation.

II. Contact each chapter in the district to discuss any issues that need addressing and exchange contact information.

III. Contact the TASO–Volleyball President regarding any issues.

Electronic File

I. Each District Director is required to maintain an "Electronic File" which shall include, but is not limited to:
   a. Board of Director's Minutes
   b. Each Chapter Governing Documents (Operating Procedures, Scheduling Policy, Agreements with schools, etc.)
   c. TASO–Volleyball Operating Procedures
   d. TASO By-Laws
   e. TASO Policies and Procedures
   f. A roster of each Chapter's Board of Directors
   g. All pertinent correspondence

II. The Electronic File should be maintained and updated during your term of office.

Meetings

I. It is the District Directors' responsibility to attend **all** TASO–Volleyball Board meetings. If unable to attend, it is strongly encouraged to name a proxy. The TASO Office should receive the proxy notice prior to the TASO BOD meeting. The proxy shall then have full voting rights and all duties as a board member.

II. The District Director is required to attend at least two TASO-Volleyball Board meetings a year; the Off-Season Meeting and the Annual Meeting. It may be necessary to meet more often than those two meetings. At the first Division Board of Directors meeting following the director's election/appointment, a review of the Directors Duties is conducted. This will include investigations and due process procedures.

III. The District Directors should communicate all pertinent information received to the chapter(s) in a timely manner.

Chapter Visits

I. The District Director shall visit each chapter in their district a minimum of one time during the season at a regularly scheduled meeting. These visits should be coordinated with each Chapter early in year.

II. The ethics, due process, conflicts of interest and incident reporting procedures should be discussed.

III. The District Director is responsible for addressing any rule concerns, if knowledgeable in the rule. If there is any doubt, it is recommended the situation be referred to TASO–Volleyball Rules Interpreter.

IV. Encourage all members and all officers of the chapter to attend the State Meeting and/or Regional Clinic for continuing education purposes. Remind them failure to do so will result in a member not in good standing status and if continued a second year, could lead to expulsion.

V. The District Director will assist the chapter with unresolved issues, if requested.

VI. The District Director will remind the chapter of deadlines for dues, records and award recommendations.

Annual Meeting

I. Notify each chapter(s) in their district of the dates and location of the Volleyball Annual Meeting.

II. The District Director should also remind each chapter to have two representatives attend the business, rules interpretation, and respective district meeting. Failure to have two representatives attend will result in penalties to the chapter.

III. The District Director should encourage participation of the President, Recording Secretary, and the Assigning Secretary in the President/Secretary Workshop held the day before the General Meeting.

Regional Clinics

I. Finding, reserving and preparing the site may be delegated to a local chapter.

II. Once Regional Clinics are scheduled, the District Director is responsible for communicating the following information to the TASO–Volleyball Vice President:

a. Location Name (example: Coastal Bend College – Auditorium)
b. Physical Address (3800 Charco Road)
c. City, Zip (Beeville, 78102)
d. Time registration starts (12:30pm)
e. Time rules clinic starts (1:00pm)
f. Contact person (John Doe)
g. Contact phone number (home, work, cell, fax, etc with area code)
h. Contact email (if available)
i. Contact web site (if available)

III. The District Director will submit all necessary information by the April 15th deadline.

IV. The District Director will serve as the assistant to the clinician and should assist the clinician in performing their duties as needed.

Other Duties

I. District Directors will have other responsibilities throughout their term of service, such as serving on committees, working on special projects, doing research, reporting to the board and other duties assigned.

Expenses

I. It is the District Director's responsibility to submit an accurate expense report. Directors will be reimbursed necessary expenses incurred in performing their duties. Such expenses should be filed in 30 business days or less. When visiting Chapter(s), the District Director must submit an Agenda and/or minutes of meeting with expense report.

II. Any additional expenses besides lodging, meals, and mileage should be approved by the TASO–Volleyball President prior to the expense being incurred.

District Director Calendar

December – January

1. District Directors assume position on TASO Volleyball Board of Directors December 1st.
2. New/Renewal of Members registration – District Directors must renew membership before attending Volleyball Off-season BOD Meeting.
3. Visit with Chapter(s) in District about any recommendations for Off-season BOD meeting and remind of the deadline of submission of Special and Years of Service awards to Awards Committee Chair and to volleyball@taso.org.
4. Update TASO office with new officer information from Chapter(s).
5. Submit recommendations for changes to Volleyball Policies/Procedures and/or any documents to President.
6. Coordinate with Volleyball BOD Committee assigned.

February

1. Volleyball Off-season Board meeting: date TBD
2. Submit Expense Report

March – June

1. Remind Chapter(s) to submit ID card pictures to TASO
2. Notify Vice-president of All-Star Official chosen from the District by deadline (April 15th).
3. Prepare State Meeting presentations: date TBD
4. Remind Chapter(s) that the President, Secretary and Assigning Secretary must attend workshops at the TASO Volleyball State Meeting on Friday.

July

1. Verify Chapter meeting dates by July 1.
2. Volleyball State Meeting: date TBD
3. Volleyball Board Meeting: date TBD
4. Meet with Chapters to let them know of any pertinent information from BOD Meeting
5. Thank the chapters for representative's attendance at the State Meeting.

July – August

1. Regional Clinics: District Directors shall attend the Regional Clinic in their district
2. Scrimmages
3. Start of Volleyball Season
4. District Directors and Board Officers may file for re-election starting August 1st. See Section 6.2 of Operating Procedures

September

1. **Chapters <u>must submit top crew list (by date TBD) to TASO Office.</u>**
   Remind Chapters that Officials must meet all TASO Volleyball Operating Procedures (**SECTION 8**) requirements, scored a minimum of 90 on Volleyball Test.

2. Verify with state office that 'inactives' were removed from active roster.

October

1. Declare candidacy to TASO office no later than October 1st. See Section 6.2 of Operating Procedures

2. Remind Chapter(s) that all Officials assigned for Playoffs must meet all requirements stated above.

November

1. Regional tournaments

2. State Tournaments

3. District Director/TASO Officers Elections

Updated February 2022