**2019 - 2020 EEVO POLICIES** (Effective Aug 1, 2019 – Sept 1, 2020)

**APPLICATION PROCEDURE:** All potential EEVO members are required to complete an application form and meet the requirements therein. **UNIFORM** The importance of adhering to the uniform policy cannot be emphasized enough. We are professionals and must dress accordingly. Failure to adhere to the following standards may result in loss of assignments or probation.

 **Required Approved Attire:**

a. White (not yellow or gray from use) short-sleeved or long-sleeved polo shirt, with no logo, clean and ironed. Left front pocket is optional.

b. Current OSAA patch worn on left chest of shirt above pocket if applicable.

c. Black (not faded gray) slacks (not jeans, cords, cargo or stretch pants), preferably polyester blend. The pants should be long enough to touch the tops of the shoes and should not be baggy or “pegged.” “Patch pockets” are not allowed.

d. Black (not faded gray) dress shorts (no jeans, cords, cargo or stretch). Must be knee length. Working PAIRS of officials must match.

e. Solid black athletic shoes with black laces and solid black socks. No colored logos, swooshes, dress shoes, flats, or boots allowed.

 **Optional Approved Attire:**

a. Solid white “V” neck long sleeve sweater with EEVO patch on left chest may be worn over regulation polo.

b. Black jacket with EEVO patch on left chest may be worn while entering or exiting arena.

c. An American flag patch (no larger than the OSAA patch) may be worn on the right chest of your regulation polo.

d. During the month of October ONLY:

Pink whistle and/or lanyard

Pink lapel pin

**DUES AND FEES:**

a.OSAA Registration; You must register online at www.OSAA.org. Registration includes OAOA dues, background checks, and Federation insurance (NFIOA). Federation insurance covers medical, accident, and liability. Coverage is from August 1 through July 31 annually. The total cost of registration is set by OSAA/OAOA annually. Pre-registration confirmation will be sent to the Commissioner and a packet will be disbursed by OSAA mailed directly to your home address. Our commissioner receives a confirmation of completed registration. You will not receive your packet until you are fully registered.

b. EEVO Dues. Association dues are $45.00. Dues will be deducted from your match fees by mid season.

c. Official's Equipment. All officials are responsible for purchasing their own equipment.

d. Commissioner Fee. The Commissioner will receive a percentage of all match fees which is deducted directly from the officials’ checks. The percentage increases with the Commissioner‘s years of experience, pending Board approval. The base percentage is 5%; the next increment is 5.5%; and the final increase is 6%.

e. Trainer(s) Fee. The Trainer(s) will receive 2% of all match fees which is deducted directly from the officials’ checks. The Trainer’s annual compensation is guaranteed to be a minimum of $500.00.

f. Treasurer Fee. The Treasurer will receive 1% of all match fees, deducted directly from the officials’ checks.

g. Evaluator Fee. For a subsequent evaluation request, a qualified evaluator will be assigned by the Commissioner. The official(s) requesting an evaluation will be expected to forfeit 60% of assigned match/game fee to the evaluator.

h. Lost or stale dated checks. If a check has not cleared the bank within 6 months following the date of issue you will receive a letter stating your options.

**ATTENDANCE:**

 **Regular Members;** To remain in good standing and maintain eligibility for assignments, a member must attend all mandatory meetings and complete all required training. (Refer to the EEVO Training & Meeting Schedule). One unexcused absence from EEVO meetings is allowed. More than one unexcused absence will affect status for assignments and eligibility for state tournaments. For an absence to be excused, you must submit your reason for absence in writing via text message or email to the President or Secretary prior to the next meeting.

**Some of the reasons an absence may be excused are:**

a. Prescheduled work day

b. Religious reasons

c. Illness (multiple illnesses may not be excused)

d. Personal or family emergencies (multiple emergencies may not be excused)

**Some of the reasons they may NOT be excused are:**

a. Anniversary party or get-away

b. Birthday party

c. Planned recreational or sports trips. All requests will be considered for approval by the executive board.

 **Executive Board Members**; Executive Board Members are regular members in good standing (as defined in the Constitution). Each member is required to attend all of the Executive Board meetings and assigned committee meetings. One unexcused absence from an Executive Board meeting is allowed. For an absence to be excused, you must submit your reason for absence in writing or email to the President or Secretary prior to the absence. More than one unexcused absence by a board member may result in disciplinary action, including, but not limited to, ineligibility for post season assignments (play-offs and state). Meetings are held approximately every 4-6 weeks year round but may occur more often if needed.

**ASSIGNMENTS:**

 Regular Members; To be eligible for assignments, each official must pass the National Federation High School (NFHS) test. It is the official’s responsibility to complete every assignment without tardiness, absence or unapproved substitution.

Personal Limitations; Officials who have personal affiliations with particular schools (e.g., a player, coach, co-worker, employer, etc.) shall be exempt from officiating that school’s matches, both home and away.

Arrival Time; Officials must arrive on the court at least 30 minutes prior to match time, unless previous arrangements have been made with the Commissioner. Entering the Gym/School together is preferred. If an official arrives after the scheduled match time, the official may be required to appear before the Executive Board. The official will be assessed a penalty of one-half of the match fee. The second offense will result in loss of the entire match fee plus probation.

 Departure Time; All members of the officiating crew should exit the Gym/School together at the conclusion of the match. Officials must attend a post match meeting directly following the conclusion of each match unless previous arrangements have been made with the Commissioner.

 Failure to Appear; Penalty for failure to appear may require an Executive Board hearing for each individual case. In most cases, the first missed assignment will result in a fine being assessed in the amount of the match fee and the official being placed on probation for the remainder of the season. If conditions of the probation are violated, an Executive Board hearing will determine further disciplinary action.

 Returned Assignments. If an official habitually cancels assignments after it has been accepted, a $30.00 reassignment fee may be assessed. All reassignment fees will be deducted from the official’s pay. Only in cases of an emergency should the official consider requesting a substitution for an assignment. All such requests must go through the Commissioner. Exceptional circumstances will be considered by the Executive Board.

 Assignment/Partner Swapping; Trading assignments or partners is not permitted. Officials guilty of this action will be placed on probation. Exceptional circumstances will be considered by the Executive Board. If an on-court situation arises, contact the Commissioner.

Match Delays; Officials will make allowances for emergency situations and wait up to one hour past scheduled match time to begin the match. Special circumstances may require a longer wait.

Match Cancellation; If an official travels to an assigned match and finds that the match is not being played:

 If cancelled with 2 hours notice to Commissioner and the Commissioner has notified the official, official will receive no payment.

 If cancelled with no notification to Commissioner, official will receive full payment.

 If games have not started and are cancelled by act of God (power outage, fallen tree, etc.), official will receive 1/4 pay.

 If games have started and are cancelled by act of God (power outage, fallen tree, etc.), official will receive full pay.

 If it is the Commissioner’s mistake in not contacting the official, official will be paid 1/2 pay plus mileage.

 Geographic/Personal Limitations; If an official chooses to restrict their geographic availability, or if availability is limited, the number of assignments may be limited. Regular meeting attendance is still required.

 Proficiency Levels; Officials may be evaluated throughout the season. Any official may request a subsequent evaluation through the Commissioner. If an official is not demonstrating the basic competency as outlined in EEVO’s “Goals and Guidelines”, the official will be given assignments at an appropriate proficiency level. If the official does not improve, the official may be released from EEVO.

Selection for Invitational Tournaments; The following criteria will be used in assigning officials for invitational tournaments:

a. Attendance at mandatory meetings

b. Proficiency

c. Experience

d. Availability

Taking into consideration the above factors, every effort will be made to equalize tournament assignments.

**TRAVEL:**

Out of Town Areas; The first referee of the highest match level (driver) must contact & confirm with the second referee (rider) to make travel arrangements AT LEAST 24 HOURS IN ADVANCE. The driver receives the driving mileage and the rider receives the riding mileage. If partners drive separately, they must prearrange to meet in the parking lot and enter the gym as a team. They must also notify the Treasurer within 24 hours to ensure fair compensation of the mileage. The following exceptions may occur:

a. If both officials must drive, the mileage will be split evenly.

b. If the second referee makes a personal choice to drive separately, or if the second referee is late and must also drive, the second referee will only receive rider mileage.

c. If both officials drive to an out-of-town point convenient to both and then drive to the match together, the mileage will be split evenly to the meeting point, with the standard split thereafter.

d. If an out-of-town official is assigned to work as the first referee in his/her hometown, and his/her partner is forced to drive alone, the mileage will be split evenly.

Eugene-Springfield Area; For matches where traveling together is not necessary (Eugene-

Springfield area), the varsity first referee must confirm the assignment location, date, and time with his/her partner AT LEAST 24 HOURS IN ADVANCE. The officials will establish a place to meet in the parking lot so they can enter the gym together. One mileage per officiating crew member (R1/R2). Mileage will be per OSAA fee schedule.

**PAYMENT:**

 Payment Schedule; Officials will be paid every two weeks at EEVO meetings, with final payment mailed at the end of the season.

 IRS Form; For the officials who earn $600.00 or more this season, a 1099 IRS form will be filed with the IRS. To obtain a copy of the 1099, you will need to download a copy from the Arbiter. Officials are encouraged to educate themselves or consult a tax accountant about “independent contractor” status.

**ETHICAL STANDARDS:**

 Drug or Alcohol Use; Consumption of alcoholic beverages or the use of drugs that impair your judgment prior or during an assignment is prohibited.

 Tobacco Products; The use of tobacco products is prohibited on school property.

 Firearms; Possession of firearms, with or without a permit, is prohibited on school property.

 Conversations/Speaking Out; EEVO officials are expected to be cautious about what is said in a public arena, as remarks are easy to misconstrue. (“It’s not what you’ve said; it’s what’s been heard.”) Under no circumstances should officials make remarks to the press or entertain complaints about other officials with coaches or non-officials. Professional conduct includes support and encouragement of all EEVO members and officers. Volleyball related issues should be discussed internally with the Executive Board and not shared with the public.

Electronic Devices; All electronic devices (e.g., cell phones, iPods, etc.) must be turned off and put away upon arrival at the site.

 Social Media; Officials must refrain from posting anything about schools, matches, players, coaches, parents, fans, school officials, other officials, upcoming assignments, criticism of state, association or federal policies on any source of social media including but not limited to Facebook, Twitter, Google +, LinkedIn or blogs.

**DISCIPLINARY PROCEDURES:**

Probation; Any member violating EEVO policies may be placed on probation. The severity of the violation may result in a warning or appearing before the Executive Board for possible disciplinary action. A second or subsequent violation may result in additional consequences.

Violation of Ethical Standards; The Executive Board has the jurisdiction to warn, put on probation, or expel an official who does not reflect the organization’s ethical and professional standards.

**COMPLAINTS AND GRIEVANCES:**

A member having a complaint or suggestion concerning EEVO, the Executive Board, Commissioner(s), its operation or policies, conditions or relations with schools, or the conduct of any member, must communicate this in writing or email and submit it to the Executive Board within two weeks. The complaint or suggestion will be discussed at the next Executive Board meeting and a letter will be sent to the person or parties involved, informing them of the decision.

**STATE TOURNAMENT ELIGIBILITY:**

 State Tournament Elected Officials

**1. Requirements. In order for an official to be placed on a specific ballot:**

a. Official must be a Regular Member in good standing for the current season.

b. Official must have attended an OAOA Volleyball Clinic within the last three seasons.

c. Official must have met the standards for that level as outlined in “Goals and Guidelines”.

d. Official must have officiated at least eight varsity matches, with a minimum of three matches at that classification level or higher.

e. Official must commit to serving at any of the available berths established by OSAA. Penalty for withdrawing after being selected will result in ineligibility the following year.

f. Official must score 80 or above on the OSAA official test.

**2. Selection Process. Final representatives to the state tournaments will be determined by a vote of the EEVO members and approval by the Executive Board.**

**3. Limitations**.

a. After officiating as a state selected official two years in a row, s/he must wait two years before becoming eligible again.

**4. Reimbursement.**

a. Officials traveling out of town for state tournament assignment may petition the Executive Board for financial assistance from EEVO if OSAA’s stipend is absent or inadequate to cover reasonable expenses. To receive reimbursement, receipts are required. All reimbursements are subject to Executive Board approval.

b. State Tournament Support Staff. To be eligible for any post-season assignment (line judges, scorekeeper, timer, libero tracker) preference will be given to those officials who meet the below requirements:

1. Regular member in good standing for the current season.

2. Official who is OCEP certified. Allowances may be made for the first year officials.

**Remember it is a reward to represent EEVO at State.**

*Approved August 2017*