

II. CONSTITUTION AND BY-LAWS OF THE PENNSYLVANIA INTERSCHOLASTIC ATHLETIC ASSOCIATION, INC. (PIAA) CHAPTERS OF REGISTERED SPORTS OFFICIALS

(Revised by the PIAA Board of Directors July 18, 2003)

For a chapter to receive PIAA approval, the following Constitution shall be adopted, verbatim, and approval of the chapter's charter is contingent upon this adoption, without any modification whatsoever:

ARTICLE I NAME

The name of this organization of registered PIAA Sports Officials shall be the [Name] Chapter of PIAA-Registered [Sport] Officials.

ARTICLE II PURPOSE

- Section 1.** To unite under a common bond, and in various chapters dedicated to a particular sport throughout the PIAA, all Pennsylvania Interscholastic Athletic Association Inc. registered Sports Officials into a unified statewide organization.
- Section 2.** To study the appropriate Contest rules and to discuss their intent for uniform interpretations, and to progressively improve the quality of sports officiating through the study of approved mechanics.
- Section 3.** To establish, promote, and maintain a code of officiating ethics, and to conduct each athletic contest as an instrumentality in the development of character, good sportsmanship, and a high level of American citizenship.
- Section 4.** To cooperate with the appropriate National Federation of State High School Associations (NFHS) Rules Committee in the advancement of that sport as a recognized and wholesome form of physical development and recreation.
- Section 5.** To progressively improve and elevate the officiating standards of the Pennsylvania Interscholastic Athletic Association, Inc., and to maintain the integrity of the high competitive ideals of the Association.
- Section 6.** To render a more efficient service to the member schools of the Association through cooperative efforts, and the development of right professional attitudes towards their athletic programs.

ARTICLE III ORGANIZATION

- Section 1.** Local Chapters of Registered Sports Officials of the Pennsylvania Interscholastic Athletic Association, Inc. shall be organized by the PIAA Office in all districts where deemed necessary, in order to meet the service demands of prescribed areas on a statewide basis. Chapters must meet the minimum requirement of fifteen (15) members to start a chapter. Chapters will be approved with either the support of the District Officials' Representatives or by action of the Executive Director.
- Section 2.** Upon the completion of all necessary conditions and procedures, the Executive Director may issue an official charter to each Chapter, signed by the President and the Executive Director of the Pennsylvania Interscholastic Athletic Association, Inc.
- Section 3.** The chapter shall specify the sport to be administered, and chapter activity shall be confined to the sport so authorized and designated.
- Section 4.** Charters may be revoked when a chapter (1) fails to fulfill one or more of the purposes set forth in ARTICLE II herein and/or (2) does not show growth within 18 months from the time the charter was issued, when said charter is granted solely upon the possibility of growth. Chapters who fall below 15 members will be requested to merge with the nearest chapter.

ARTICLE IV MEMBERSHIP

- Section 1.** All registered PIAA officials, in good standing, shall be required to affiliate with one of the established chapters of their own choice in the sport of their official registration.
- Section 2.** All PIAA officials' applicants shall be required to affiliate with an appropriate chapter within fifteen (15) days after notification by PIAA.
- Section 3.** Transfer of membership to another similar chapter may be affected by mutual agreement of the chapters concerned if the official is moving out of the official's

geographical area. The PIAA Office, with written approval of the Executive Director, must approve all other transfers. In order to ensure that a transfer is properly executed by an official, a letter of release from the chapter the official is transferring from as well as a letter of acceptance from the chapter the official is transferring to should be obtained by the official requesting the transfer with a copy of same being forwarded to the PIAA Office.

- Section 4.** Upon written application, honorary membership may be granted, by chapter action, to any official who voluntarily ceases to be active, provided however, the official has served a minimum of fifteen (15) years on active status.

ARTICLE V FEES AND DUES

- Section 1.** There shall be no fee attached to the issuance of any charter.

- Section 2.** Fees for officials, payable to the Pennsylvania Interscholastic Athletic Association, Inc. (PIAA), shall be as follows:

- a) Initial registration fee \$30.00
b) To maintain registration in each sport \$40.00

Annual registration fee(s) are due and payable to the PIAA, postmarked on or before February 28 or February 29 in a leap year, for the subsequent school year. Any official not remitting annual registration fee(s) by the above stated deadline, will be assessed a penalty charge of \$25.00. In addition, any official not remitting annual registration fee(s) and penalty, postmarked by March 31, will be suspended for one year.

- Section 3.** The individual chapter in each locality, by a majority vote, may assess its affiliate's annual dues, payable to the chapter treasurer, for operating expenses of that chapter.

- Section 4.** Chapter secretaries are permitted to recommend, in writing, to the Executive Director, the suspension of officials for non-payment of chapter dues (Minutes, Board of Directors, Summer Workshop, July 17, 1983: p. 3).

ARTICLE VI RULES AND REGULATIONS

- Section 1.** The PIAA Office shall codify and promulgate the various rules and regulations in accordance with the PIAA Constitution and Board of Directors decisions governing the organization of all chapters.

- Section 2.** All new rules and subsequent changes shall be binding upon all chapters the season immediately following their adoption by the Board of Directors of the Pennsylvania Interscholastic Athletic Association, Inc.

ARTICLE VII OFFICERS AND DUTIES

- Section 1.** The officers of each chapter shall be registered PIAA officials who are on active status with their chapter and shall be: President, Vice President, Secretary, and Treasurer, or Secretary-Treasurer, and Interpreter.

- Section 2.** The term of each office shall be for one year. Each officer must be elected for a one-year term.

- Section 3.** The duties of each officer shall be those pertinent to the office and ordinarily performed by each officer, or as may be directed by the President of the Chapter.

ARTICLE VIII EXECUTIVE COMMITTEE

- Section 1.** There shall be an Executive Committee consisting of all the elected officers, and at least two other members of the chapter elected at the annual business meeting of the chapter.

- Section 2.** The Executive Committee shall conduct all necessary business of the chapter between the annual business meeting and the next successive meeting of the chapter.

- Section 3.** The Executive Committee shall authorize and direct the President to appoint such standing and special committees as it may deem necessary or desirable for the efficient operation of the chapter.

- Section 4.** An officer shall incur no financial obligations relative to chapter activities or any committee thereof, except as may be specifically authorized by the Executive Committee of the chapter.

ARTICLE IX MEETINGS

- Section 1.** A chapter, in order to maintain its charter, shall meet no less than six (6) times during its specific sport season. This number shall be regarded as the minimum in any sport season. It is strongly recommended that chapters hold eight (8) meetings per sport season to accommodate the needs of their affiliates.
- Section 2.** In all sports that have chartered chapters, it is **recommended** that officials attend a minimum of two (2) meetings prior to the approved starting date of the Regular Season and at least four (4) meetings throughout the Regular Season. Chapters must hold meetings, minimally, from the first Practice date through the last Regular Season Contest date. It is recommended that each meeting be scheduled for minimally ninety minutes in length for chapters to handle attendance, approve previous meeting minutes, handle old and new business, and spend a quality portion on officiating mechanics and rules interpretations.
- Section 3.** Each chapter must conduct at least one (1) meeting between the annual mandatory rules interpretation meeting and the first Regular Season Contest date of that sport.
- Section 4.** All officials involved in sports with dual seasons, must attend one (1) PIAA annual mandatory rules interpretation meeting in the summer and must attend a minimum of six (6) chapter meetings during the fall sports' season. In addition, all officials who officiate in the spring must attend one (1) "review" rules interpretation meeting before the start of the spring sports' season, which shall be conducted by the chapter interpreter prior to the second Monday in March. However, if none of the affiliates of a chapter officiate the sport during the fall season, then all affiliates of the chapter must attend one (1) PIAA annual mandatory rules interpretation meeting in the summer and a minimum of six (6) chapter meetings during the spring sports' season (Minutes, Board of Directors, PIAA Summer Workshop, July 17, 1989: p. 3).

ARTICLE X ATTENDANCE

- Section 1.** At the beginning of each sports' season, all chapter secretaries will receive a complete roster, including names, addresses, and telephone numbers of the affiliates of the chapter from the PIAA Office. Any discrepancies should be reported to the PIAA Office.
- Section 2.** All chapter secretaries shall maintain an accurate record of attendance of officials at all chapter meetings.
- Section 3.** Eligibility for maintaining membership, as a PIAA registered official, shall depend upon actual attendance of a minimum of six (6) meetings of any number of meetings conducted during a particular sport's season, and attendance at the Annual Mandatory Rules Interpretation Meeting.
- Section 4.** When the operation of Section 3 of this Article would impose an undue personal hardship on any individual the provisions thereof may be set aside for that particular official, by specific action of the Executive Director, or the Executive Director's designee.
- Section 5.** Reasons for absences shall be submitted in writing to the appropriate chapter secretary. The secretary will then communicate, in writing, to the Executive Director, or the Executive Director's designee, the names of the officials who have not attended six (6) chapter meetings or have not submitted acceptable excuses for the official's absences.
- Section 6.** At the close of each sport's season, each chapter secretary shall submit to the PIAA Office an End of Year Chapter Summary Report showing any changes which have taken place in the chapter membership for the current sports' season. In addition to the End of Year Chapter Summary Report, each chapter will submit next sports' season chapter meeting dates.
- Section 7.** All chapter interpreters, in conjunction with their chapter secretaries, will submit an annual mandatory rules interpretation meeting form listing the date, site, and time of their next sports' season annual mandatory rules interpretation meeting prior to April 15th of each year.

- Section 8.** Certified attendance at an annual mandatory rules interpretation meeting in baseball, basketball, field hockey, football, girls' gymnastics, girls' lacrosse, soccer, softball, swimming and diving, track and field, volleyball, and wrestling conducted by a PIAA chapter is mandatory for all officials registered in those sports. Attendance at the annual mandatory rules interpretation meeting shall not count towards the minimum requirement of attending six (6) chapter meetings.

**ARTICLE XI
REINSTATEMENT OF SUSPENDED OFFICIALS**

The exclusive procedure by which an official, who has been suspended for any length of time and for any reason, may be reinstated as a PIAA-registered official is as follows:

- 1) A suspended official must send a new application for registration to the PIAA Office.
- 2) A fee of thirty dollars (\$30.00) must accompany the application.
- 3) The suspended official must take the examination in the sport in which reinstatement is requested and earn a grade of seventy-five percent (75%) or better on the examination.
- 4) The annual registration fee for the sport or sports in which reinstatement is requested must be paid (Minutes, Board of Directors, Summer Workshop, July 24, 1986: p. 8)

**ARTICLE XII
VOTING**

- Section 1.** Each member of a chapter shall have one vote on all questions, and the vote of the majority shall prevail in all matters.
- Section 2.** Provided a quorum is present for the purpose of conducting business, a majority shall be one vote more than one-half of the number of members present.

**ARTICLE XIII
REPRESENTATION ON DISTRICT COMMITTEES**

- Section 1.** Officials in each district are entitled to a voting member on the District Committee. The term of office is for two years with privilege of re-election. The odd-numbered districts (1, 3, 5, 7, 9, and 11) will elect their representative in the odd-numbered years. The even-numbered districts (2, 4, 6, 8, 10, and 12) will elect their representative in the even-numbered years. Nominations for officials' representatives to district committees may only come from chapters located within the respective districts. An official may only be a nominee in the district in which he/she resides. Nominations must be sent to the Executive Director no later than November 10. Ballots are then mailed to all of the officials registered in the district. Where there is only one (1) nominee for an officials' representative position in a district, an election will not be conducted, and the nominee will be elected to the position.
- Section 2.** Nominations for the officials' representative on district committees shall be made at regularly scheduled chapter meetings. A PIAA officials' chapter is not required to submit a nomination for the position of PIAA District Officials' Representative. In some PIAA districts there is only one (1) officials' representative for the district. In those PIAA districts only one (1) nomination may be submitted by each chapter. Following the receipt of the nominations, ballots are then mailed to all the officials registered in the district.
- Section 3.** The incumbent Officials' Representative may seek re-election by notifying the respective district chairman, thus nullifying the need for chapter endorsement.
- Section 4.** Each PIAA registered official shall be privileged to cast one ballot in his own district in the selection of the Officials' Representative on the PIAA District Committee. Multiple registrations shall not increase the right of franchise beyond the single vote.
- Section 5.** The district of an official is the PIAA district in which he resides. Interpretation by the Board of Directors (Article VIII, Section 1, Part B-3, PIAA Constitution).
- Section 6.** The Chairman of the District Committee may designate an alternate to assume the duties of the Officials' Representative, when necessary.