

**NEW YORK STATE
GIRL'S BASKETBALL OFFICIALS ASSOCIATION
CONSTITUTION**

ARTICLE I NAME

The name of this organization shall be the New York State Girls' Basketball Officials Association (NYSGBOA).

ARTICLE II PURPOSE

It shall be the purpose of this association:

- A. To promote uniformity in the administration of basketball rules for girls in the New York State Public High Schools.
- B. To provide annual registration of girls' basketball officials through the New York State Public High School Athletic Association (NYSPHSAA).
- C. To provide, through Local Boards, continuing promotion and maintenance of quality officiating.
- D. To follow the Five-Point Program as established by NYSPHSAA.
- E. To sponsor statewide clinics an/or interpretation meetings in cooperation with NYSPHSAA.
- F. To develop theoretical and practical examinations and materials for administration by Local Board to its members.
- G. To provide, through Local Boards, training sessions for new officials.
- H. To uphold the contract between NYSGBOA and NYSPHSAA.
- I. To provide organization and sanction of new Local Boards.

ARTICLE III MEMBERSHIP/VOTING

Section 1. The membership of the NYSGBOA shall consist of the following Local Boards of girls' basketball officials in New York State and any new groups of organized girls' basketball officials meeting provisions as outlined in this Constitution:

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|--------------------|---------------------|
| Allegany-Steuben | Northern Adirondack |
| Capital District | Oneonta |
| Cattaraugus | Orange County |
| Mid- Hudson Valley | Rockland County |
| Central Western | Southern Adirondack |
| Chautauqua | Southern New York |
| Finger Lakes | Southern Tier |
| North Country | Suffolk |

Jefferson-Lewis
Livingston
Mohawk Valley
Nassau
New York City

Sullivan County
Syracuse-Oswego
Utica
Western
Westchester-Putnam

- A. Each Local Board is reserved the right to establish its own Constitution and By-Laws, providing such are in accordance with all provisions set by the Constitution and By-Laws of the NYSGBOA.
- B. Any new organized group of girls' basketball officials in New York State may become a member of this association subject to the following conditions:
 - 1. Make application to the Association's Executive Committee.
 - 2. Be approved by all Local Boards whose territory bounds that of the new Board seeking approval.
 - 3. Be approved by the Executive Committee and recommended to the Local Board representatives upon completing the following:
 - a. Establishing that every member has met such requirements as are established for individual members of NYSGBOA.
 - b. File a check for one (1) year membership dues with the association's Secretary/Treasurer.
 - 4. Receive a favorable vote of two-thirds (2/3) of the Local Board representatives present at meeting of this association.
- C. Any Board not complying with the purposes of this organization, failing to pay dues and/or filing yearly officials list may be subject to suspension of membership upon a majority vote of representatives.
- D. Any official and/or Boards who work contests in violation of the contract between NYSGBOA and NYSPHSAA, Inc. and/or territorial jurisdiction (Article III, B, 2) as established by NYSGBOA shall result in placing the entire Board on probation for one (1) year and denied representation in all post season contests for that period.

Section 2. Each member Board shall be entitled to one (1) representative and one (1) alternate at any meeting of this association.

- A. Each member Board shall be entitled to one (1) vote at any meeting of this association
- B. Each member of the Executive Committee shall also have one (1) vote.
- C. Boards shall notify the Secretary/Treasurer, at the Spring meeting, as to the name(s) and address(es) of their representative and alternate for the following year.

ARTICLE IV

REGIONAL CLINICS

- A. Training clinics will be held when requested by member Board(s).
- B. Training clinics will be given by the State Interpreter and/or a person(s) appointed by the State Interpreter.
- C. Expense of approved training clinic(s) will be the responsibility of the State Association.

ARTICLE V

MEETINGS/QUORUMS

Section 1. The NYSGBOA shall meet two (2) times annually. There shall be a Fall and Spring meeting.

- A. Date, time and place of meetings shall be established by the President.
- B. Special meetings may be called at the discretion of the Executive Committee or by petition of the representatives of at least six (6) Local Boards.
- C. Each Board must have a representative at both the Fall and Spring meetings or any other special meeting(s).
 - 1. Failure to attend the Fall Meeting (both Interpretation and business sessions) and failure to attend the Spring Meeting shall result in the Boards members not being eligible to officiate at regional or state tournament games. The Board having to send a representative to the closest Board's Interpretation meeting to obtain the current interpretations or to request a NYSGBOA representative to give an interpretation to their Board. Expenses for this interpretation are the responsibility of the Board who missed the Fall Meeting.

Section 2. Elections and Terms of Office

- A. The officers shall be elected by a majority vote of the Local Board representatives attending the annual Spring meeting.
 - 1. Nomination Procedures
 - a. A Nominating Committee of three (3) shall be appointed by the President at the Fall meeting.
 - b. The Nominating Committee shall be responsible for presenting a slate of candidates for each elected office at the next Spring meeting.
 - c. Any member of NYSGBOA may be nominated by a voting member from the floor provided there is a second for the nomination by a voting member who is present at the meeting.
 - 2. Any member of NYSGBOA in good standing shall be eligible for a nomination for a vacant office.

3. Any individual may only be nominated and elected for (1) office per term. Said individual shall be nominated by the Nomination Committee, having contracted and received said individual's approval prior to the Spring Meeting, or nominated from the floor with said's approval.
4. In the case of multiple candidates running for the same office, the winner must receive a majority of the voting members present to be elected. If this does not occur on the first ballot, the two people with the most votes will be re-voted on for election.
5. In case of any tie for any office, the presiding officer will cast the deciding vote.

NOTE: The presiding officer only votes in the case of a tie.

- B. Each officer shall serve for two (2) years or until his/her successor has been elected. Election of the offices shall be staggered as follows:
 - Odd year: Vice President
 - Odd year: Interpreter
 - Odd year: One Member-At-Large
 - Even year: Secretary/Treasurer
 - Even year: One Member-At-Large
- C. The succession from Vice President to President shall be automatic.
- D. Each officer shall take office immediate following the annual Spring meeting.
- E. A vacancy in an office due to death, resignation or removal shall be filled by a Presidential appointment with approval of the Executive Committee, for the unexpired portion of that term, except that a vacancy in the office of President shall be assumed by the Vice President.
- F. An individual elected to an office may be removed from said office upon recommendation of the Executive Committee and a majority vote of the representatives.
- G. The following procedure will be used to fill the vacant office(s) of the elected officers of the State Board being unable to serve due to extenuating circumstances.
 1. If both the President and Vice President are unable to perform their duties as stated in the Constitution, the immediate Past President shall perform the duties of the President.
 2. If the President, Vice President and Past President are unable to perform their duties, the Secretary/Treasurer shall perform the duties of the President.
 3. If all the officers (President, Vice President, Past President, Secretary/Treasurer) are unable to perform their duties, the Executive Board shall as soon as possible call a special meeting as stated in Article V, 1, B, for the purpose of electing new officers to fill the vacant positions.

Section 3. Duties of Officers

- A. The duties of the President shall be:
 - 1. To preside at all regular and special meetings of the association and Executive Committee.
 - 2. To serve as liaison with other organizations and the NYSPHAA, Inc.
 - 3. To make appointments, as necessary, with the approval of the Executive Committee.
- B. The duties of the Vice President shall be:
 - 1. To serve on the Executive Committee.
 - 2. To assume the duties of the President in his/her absence.
- C. The duties of the Secretary/Treasurer shall be:
 - 1. To serve on the Executive Board.
 - 2. To record and distribute to all Local Board representatives the minutes of all meetings.
 - 3. To maintain a directory of all individual members of all member Local Boards.
 - 4. To send notices of all meetings to the Local Board representatives one (1) month prior to the meeting date.
 - 5. To file, annually, a copy of the Five Point Program report of each Local Board.
 - 6. To maintain an up-dated mailing list of the Executive Committee and Local Board representatives.
 - 7. To take attendance at all meetings.
 - 8. To collect, annually, dues from all member Boards.
 - 9. To record all expenditures and receipts of the association.
 - 10. To prepare and submit an annual operating budget for approval at the annual Spring meeting.
 - 11. To submit a financial report at the Fall and Spring meetings.
- D. The duties of the Interpreter shall be:
 - 1. To serve on the Executive Committee.
 - 2. To conduct the interpretation sessions at the Fall meeting.
 - 3. To have a summary handout with additions, changes and corrections for all Boards.
 - 4. To give rule interpretations for Boards throughout the basketball season via local Board Interpreters.
 - 5. To prepare a written test that is to be taken by all NYSGBOA Members each year.
 - 6. To conduct training clinic(s) and/or appoint a person(s) to give such clinic(s).
 - 7. To review any and all visual aids which would benefit this Organization in the betterment of basketball.

ARTICLE VI

EXECUTIVE COMMITTEE

- A. The Executive Committee shall consist of the officers of this association, the immediate Past President, and two (2) members-at-large, elected by the Local Board representatives at the annual Spring meeting.
- B. It shall be the duties of the Executive Committee:
 - 1. To have the power and authority over the affairs of the association during the interim between meetings.
 - 2. To approve or disapprove a Local Board's application for membership.
 - 3. To arrange for the annual audit of the Secretary/Treasurer's financial records.

ARTICLE VII

NYSGBOA SEXUAL HARASSMENT POLICY

- A. Definition: "Unwelcome behavior of a sexual nature or with sexual overtones that embarrasses or demeans, regardless of the intent."
- B. Policy Guidelines
 - 1. Legal Prohibitions
 - a. Title VII of the 1964 Civil Rights Act (Sexual Issues)
NOTE: the 1991-expanded the Civil Rights Acts to include emotional distress.
 - 2. Two Main Categories of the Sexual Harassment
 - a. Quid pro quo (this for that)
 - b. Hostile Environment
 - 3. Type of Sexual Abuse
 - a. Verbal behaviors
 - 1. Sexual comments, jokes, suggestions
 - 2. Demeaning names (hones, sweeties, babe, etc.)
 - 3. Calling attention to another's body parts
 - 4. Remarks about another's gender or sexual orientation
 - b. Non-verbal behavior
 - 1. Suggestive looks, leering, mimicking
 - 2. Offensive gestures
 - 3. "Messages" on T-shirts
 - c. Physical behaviors
 - 1. Patting, squeezing, rubbing, pinching, repeatedly brushing up against someone's body
 - 2. Violating another's "space"

4. Suggested Responses to Sexual Harassment
 - a. Informal procedures
 1. Be assertive right away
 - a.) If you see something that your partner is doing and you believe it is not proper, tell that person.
 - b.) If it is a player directing sexual harassment towards you or your partner, advise them to stop and advise the coach.
 - b. Formal procedures
 1. Disclose details to the Local Board of Directors
 2. Disclose details to School District
 3. Keep and present detailed records (who, when, where, why and how, also witnesses or potential witnesses) of the harassment.
5. Advice to the Harasser
 - a. What you meant is much less important than how the behavior was perceived. Such as, “I was only kidding” and phrases like, “I really meant no harm” do not make it go away.
 - b. Civil suits can be pursued.
6. Some advice to the Victim
 - a. You have a right to work/play (referee or players) in a non-threatening environment.
 - b. Be strong, be assertive
 - c. Passivity can be misinterpreted as a “green light”
 - d. Others might be suffering, not just you.

ARTICLE VIII PROCESS OF AMENDING

- A. All proposed amendments to this constitution must be submitted to the Secretary/Treasurer in writing, with thirty (30) duplicate copies, thirty (30) days prior to regular meeting at which it shall be voted on.
- B. A two-third (2/3) vote of the Local Board representatives at the Fall, Spring, or Special meeting is required for adoption.
- C. The Executive Committee, at any time, may request the Secretary/Treasurer to have members vote by mail, providing all other conditions as to proper notification have been met.
- D. All changes of this constitution shall go into effect immediately upon adoption, unless otherwise specified.

ARTICLE IX APPEALS PROCEDURE

- A. Any misconduct of member Boards shall be addressed by the Executive Committee.

- B. Any member Board may appeal to the Executive Committee, in writing, if the Board believes the action taken against the Board is unfair because of extenuating circumstances.
- C. An individual member of NYSGBOA who has been suspended or expelled for just cause may appeal to the State Executive Committee, in writing, if the individual provides information that he/she believes the action taken is unfair or unwarranted because of extenuating circumstances.
- D. The NYSGBOA State Executive Board shall decide if the information provided by either a Board or an individual member shall be sufficient to warrant holding a hearing on request for further action.
- E. The decision of the Executive Committee by a majoring vote shall be final.
- F. Any member Board or individual member of the NYSGBOA who submits an appeal to the State Executive Committee will pay a fifty (\$50.00) dollar filing fee. This fee will be paid at the time the appeal is filed with the State Secretary-Treasurer.