

CONSTITUTION OF THE JOPLIN FOOTBALL OFFICIALS ASSOCIATION, INC.

ARTICLE I – NAME

The name of this association shall be the “Joplin Football Officials Association, Inc.”, a not for profit corporation in the State of Missouri.

ARTICLE II – PURPOSE

The purposes for which this Association was organized include the following:

- [a] To encourage the spirit of fair play and sportsmanship;
- [b] To aid all officials, coaches and players in acquiring a thorough working knowledge of the rules, ethics and mechanics of football officiating;
- [c] To promote uniformity in mechanics of football officiating;
- [d] To encourage the development and recruitment of qualified officials for football contests governed by the rules of the National Federation of State High School Associations (NFHS) and the Missouri State High School Activities Association (MSHSAA);
- [e] To provide services to schools and officials for assigning officials to football games governed by the NFHS and /or MSHSAA rules;
- [f] This Association shall not discriminate against any member or prospective member because of race, color, religion, sex, and national origin, ethnic or cultural background.

ARTICLE III – JOINING

SECTION 1. Before any person may seek to join this association, she/he shall first be registered as a football game official with MSHSAA.

SECTION 2. Any person who desires to become a member of this Association shall present a written application to the Executive Director along with the first year's dues for probationary members. Upon receipt of the application and dues, such person shall become a Probationary Member of the Association.

ARTICLE IV – MANAGEMENT

SECTION 1. The operation and management of the Association shall be vested in the Executive Committee which shall be composed of the Executive Director and six (6) representatives elected as herein provided. So long as each such representative remains a Regular member of this Association, she/he shall continue in office until her/his successor is installed.

SECTION 2. The Executive Committee shall be responsible for the execution of the express desires of the Membership and for the general direction of the policies and activities of the Association. The Executive Committee shall manage the property, business and affairs of the Association. The Executive Committee may adopt by-laws governing the activities of the Association. Such by-laws may be enacted or modified by a majority vote of the Representatives. The Representatives may not increase the annual dues or game fees, to be charged per contest, without a simple majority vote of the members present at the season ending business meeting. The Executive Committee shall also be responsible for approving crews, crew transfers, membership renewals and disciplinary appeals.

SECTION 3. The term for each Representative shall be three (3) years. Each Representative shall take office at the end of the last meeting of the year and retain such office until his successor is installed. No more than (2) Representatives shall be elected each year by a simple majority vote among the members present at the season-ending business meeting each year.

SECTION 4. In case of a vacancy on the Executive committee, the remaining members of the Executive Committee shall fill the unexpired term of such Representative by appointment.

SECTION 5. The Executive Committee shall conduct at least one (1) meeting per year.

SECTION 6. The Executive Committee shall conduct a season-ending business meeting for all members of the Association for the purposes of ratifying the acts of the Executive Committee for the preceding year, considering amendments to the Constitution, considering any increase in dues, electing Officers and Representatives for the succeeding year, selecting persons to be honored, approving probationary members for regular membership and for the consideration of any other business as required. The date of such meeting shall be announced prior to August 1 each year. Such notice shall state the subject matter of any proposed change in dues or to the Constitution.

The Executive Committee shall also conduct informal crew chief meeting each year to discuss activities, ideas and plans for the succeeding year. A representative of each organized crew must attend this crew chief meeting.

ARTICLE V – OFFICERS

SECTION 1. The elected Officers of this Association shall be a President, President-Elect and Executive Director. Each officer shall take office at the end of the last meeting of the year and retain her/his office until her/his successor is installed. After election of the Executive committee, the membership shall each year at the season ending business meeting elect a President-Elect from the Executive Committee Representatives who shall have two or more years remaining on their terms. The Membership shall also elect an Executive Director at the season-ending business meeting. The President-Elect for the preceding year shall become President of the Association following such election provided she/he remains a Representative of the Executive Committee. Only Regular Members of the Association are eligible to be elected as Officers. Any vacancy occurring in any office shall be filled by majority vote of the Executive Committee. Each officer so appointed or until her/his death, resignation or removal.

- [a] **President.** The President shall be the chief executive officer of the Association and shall be responsible for all management functions. The President shall have executive authority to see that all orders and resolutions of the Executive Committee are carried into effect and subject to control vested in the Executive Committee by statute, the Articles of Incorporation or by these by-laws; she/he shall administer and be responsible for the overall management of the business affairs of the Association.
- [b] **President-Elect.** The President-Elect shall be responsible for such duties as are individually assigned to him by the President. Following the subsequent election of a President-Elect at the season-ending business meeting, the President-Elect shall become President.
- [c] **Immediate Past President.** The immediate past president, if his term on the Executive Committee expires at the end of his presidency, shall serve as an ex-officio member of the Executive Committee for one year. As an ex-officio member of the Committee he shall not have a vote but may participate in discussion.
- [d] **Executive Director.** The Executive Director shall serve as the Secretary of the Association by keeping the minutes of the meeting of the Association and the Executive Committee, seeing that all notices are duly given in accordance with the provisions of these by laws or as required by law, being custodian of the records of the Association, by seeing that the seal or facsimile or equivalent thereof, is affixed to or reproduced on all documents, execution of which on behalf of the Association under its seal is duly authorized, and she/he will have charge of the membership records of the Association. In addition the Executive Director shall be responsible oversight of the Treasurer position (See **ARTICLE V – OFFICERS, Section 2[c]**) to verify all Association funds are properly accounted, shall be a co-signer on all Association accounts and regularly review Treasurer reports. The Executive Director will also authorize the disbursement of funds of the Association as may be properly authorized, and to render to the Executive Committee or membership at meeting, when asked, financial and other appropriate records on the conditions of the Association. In addition, the Executive Director shall perform all duties incident to the office of Executive Director and the Executive Committee, or the President of the Association may assign such other duties that from time to time are necessary.

SECTION 2. The Executive Committee may appoint such other officers and agents as the Executive Committee may determine to hold office for such a period and with such authority and perform such duties as the Executive Committee may from time to time determine. At a minimum, the Executive Committee shall, each year, appoint a Training Chairperson and Assignor.

- [a] **Training Chairperson (Trainer).** The Trainer must be certified as a trainer in football by the MSHSAA after having taken any offered certification course. The Trainer will be responsible for scheduling and organizing meetings in the interest of uniformity and strict interpretation of the rules, mechanics, and techniques of good football officiating before and during the season as a means of providing education to officials of the fundamentals of good officiating.
- [b] **Assignor.** The Assignor shall be certified by the MSHSAA as an assignor after having completed the educational requirements of MSHSAA for certification. The Assignor shall, upon receiving solicitations from area schools desiring to participate in the assigning program of the Association, assign crews acceptable to said schools in a manner that the Assignor, consistent with the requirements of MSHSAA, shall determine subject to the approval of the Executive Committee. Said assignment process shall give equal right to all regular members first and then to probationary members. With respect to non-varsity games, the Assignor shall use any method deemed necessary by her/him, subject to the approval of the Executive Committee, in order to provide officials for games for which schools have solicited the assignment of officials from the Association.
- [c] **Treasurer.** The Treasurer shall report to the Executive Director. The Treasurer shall receive and be responsible for all funds of and securities owned or held by the Association and, in connection therewith, among other things, keep or caused to be kept full and accurate records and accounts for the Association, deposit or caused to be deposited to the credit of the Association, all monies, funds, and securities so received in such bank or other depository as the Treasurer may from time to time establish, and disburse or supervise the disbursement of the funds of the Association as may be properly authorized, to render to the Executive Committee or membership at meeting, when asked, financial and other appropriate records on the conditions of the Association

ARTICLE VI – MEMBERSHIP

Membership shall be divided into two classes that shall include Regular Members and Probationary Members.

Section 1 – Regular Members. Include all members of the Association who are duly qualified to officiate contests governed by the NFHS and/or MSHSAA Rules who have complied with all of the continuing membership requirements of this Association, who are in good standing with MSHSAA and who are not probationary members. Applicants who were previously a member of the Association, and who left the Association while in good standing, may return and join the Association as a regular member in good standing.

Section 2 – Probationary Members.

- [a] An official who has not been in the Association for at least one season and who has not been approved for regular membership by a favorable vote of 75% of the Regular Members present at the season-ending business meeting, provided that no Probationary Member shall be voted for regular membership, unless and until at least six (6) probationary official report forms covering at least six (6) games (only 1 form per Probationary Member per game) signed by the regular members of the Association who worked the game with such probationary official filed with the Association by its Regular Members; or
- [b] An Official who has failed to comply with the continuing Membership Requirements set out in Article VI Section 3, for the preceding year. Upon compliance with said requirements for the current year such member shall be returned to regular membership for the succeeding year; or
- [c] A Transfer Member (coming from other officials associations) who has not been voted on at any business meeting by the membership. A Transfer Member must have been an official for more

than one season and either {a} have three (3) letters of recommendation on file with the Executive Director from officials, coaches, or school officials that have knowledge of the official's experience, or {b} have at least six (6) probationary officials reports covering at least six (6) games signed by the Regular Members of the Association who worked the game with such probationary official filed with the Association by its Regular Members. On meeting this requirement and being voted on favorably by 75% of the Regular Members at the season-ending business meeting, the Transfer Member will become a Regular Member of this Association for the succeeding year, or

- [d] Any other official who has not been approved by a favorable vote of 75% of the Regular Members who seeks regular membership with the Association; or
- [e] Any other member who has been placed on probation as a result of the discipline pursuant to the requirements of Section 4 of this Article.

Section 3 – Continuing Membership Requirements. All members must abide by this Constitution, the By-laws, and the following rules to maintain regular membership in this Association;

- [a] Must attend a minimum number of regular membership meetings as determined by the Executive Committee. The Executive Committee will provide a schedule of regular membership meetings meeting this requirement and the number of meetings for which attendance is required prior to each season. Absences from any meeting may be excused if {a} the official has provided documentation of the reason for the absence, and {b} the Executive Committee approves the absence.
- [b] Must pay the current year's dues by March 1st of each year for the succeeding season. If dues are paid after the due date, but before April 1, then a late fee of \$15.00 shall be due in addition to the current year's dues. Late fee and dues shall only be accepted with approval of the Executive Committee. The late fee is not applicable to new officials who do not join the Association until after March 1st of such year.
- [c] Must maintain registration with MSHSAA as an official and meet minimum standards for renewing such registration. An official who does not maintain such registration or who is placed on probation by MSHSAA shall become a Probationary Member for the duration of such period as MSHSAA has such official on a probationary status.
- [d] Must agree that members shall only accept game assignments for regular season contests for schools belonging to MSHSAA from the Assignor of this Association. Games involving other organizations, non-MSHSAA schools, MSHSAA playoffs, or championships which are assigned by other organizations are not subject to this prohibition; and
- [e] Must agree that {1} all members of the Association are independent contractors in their officiating capacities and are not employees of the Association, or of any officer of this Association, or of any other person or entity for whom the members work as officials; {2} all members of the Association recognize this status and understand that the Association nor its officers are employers and therefore the members may not collect worker's compensation benefits from the Association or any person or entity for injuries sustained while officiating; and {3} the Association is not a party of any ultimate contract between an official who is a member of this Association and the school for which a game has been assigned and therefore the Association shall not be responsible to its members in any way for payment of game fees for those games the association has assigned the official.

Section 4 – Discipline for Failure to Comply with Membership Requirements. For violation of any requirements of Section 3 herein or for any other conduct conclusively established to be contrary to the best interests of the Association a member may be placed on probation or expelled from the Association subject to the following procedure:

- [a] A member who is charged with a violation shall receive a written notice by certified mail, return receipt requested, of the specific violations alleged to have been made by her/him with specific reference to the Constitution, By-Laws, National Federation Rule Book, National Federation Football Casebook, National Federation Officials Manual, MSHSAA Handbook, provision, rule or

regulation allegedly violated, the specific alleged violated conduct and the proposed discipline for the violation.

- [b] Unless the member files a written request for hearing with the Executive Director of the Association within ten (10) days of the date of the letter, the proposed disciplinary action shall be taken against the member.
- [c] Hearing. A member charged with any violation shall have the right to be heard in person or by written statement made by her/him in her/his own defense before the Executive Committee provided that a notice requesting such hearing or objecting to the proposed discipline is received by the Executive Director prior to ten (10) days after the date of the letter referenced above. At the hearing, the member shall present any information or documents relevant to the alleged charge and any regular member may be heard regarding the charges. A written decision shall be made and sent to the member within sixty (60) days of the hearing date. A majority vote of the Executive Committee shall determine its decision.
- [d] Any member who fails to pay dues by March 1 or dues with late fee by April 1 will not be eligible to be assigned for the current calendar year.

Section 5. All officials desiring to work as a crew shall no later than January 1 submit to the Association a crew agreement form as approved by the Executive Committee. Such crew agreement form shall be submitted to the Executive Committee. For continuity and balance, the Executive Committee shall preserve the right to approve the formation of any crew as well as to approve the replacement for any member leaving a crew. The Executive Committee shall approve any proposed change to a crew after submission of the crew agreement. Any crew failing to obtain the Executive Committee's approval for the formation or change of such crew is subject to discipline as set forth in Section 4 herein and/or may be considered by the Assignor in limiting the number of varsity games to be assigned to such crew in the following year.

ARTICLE VII – AMENDMENTS

Section 1. Amendments to the Constitution may be made by a favorable vote of 75% of the members present at the season-ending business meeting or a special meeting of the Association provided that notice of such meeting is given by written notice, sent by regular, first class mail, at least 15 days prior to the date of the proposed special meeting. Amendments to the By-Laws may be made by simple majority vote of a quorum of all Regular Members present at any regular business meeting.

Section 2. A quorum shall consist of all Regular Members present at any regular business meeting. Probationary Members shall have no vote at any time.

The Joplin Football Officials Association was incorporated on May 17, 2018 as a Missouri Non-Profit Corporation.

BY-LAWS OF THE JOPLIN FOOTBALL OFFICIALS ASSOCIATION

ARTICLE I

Beginning with the 2020 Football season, the Annual Dues shall be \$45.00, payable by the deadline set forth in Article VI, Section 3[b] of the Constitution. Dues not paid by April 1st shall only be accepted with approval of the Board of Directors and payment of a late fee as per the Constitution.

ARTICLE II

The Executive Director of the Association shall receive a fee of \$500 as reasonable compensation for services rendered to the Association.

The Assignor shall be paid \$1,000 as reasonable compensation for services rendered to the Association.

ARTICLE III

The fees to be charged by the members shall be set at the season ending business meeting for the following year. A schedule shall be sent to each school using the member officials of this Association.

ARTICLE IV

The Association shall solicit from all area schools desiring to participate in the Association's booking program their schedules for the following season. Games shall be assigned in accordance with the Constitution by the Assignor and reviewed by the Executive Committee. The Association may assess a fee to each school using this service. Such fee shall be determined by the Executive Committee and approved by the membership.

ARTICLE V

The following fee schedule has been proposed by the Executive Committee and approved by the membership.

Varsity Football	5-man crew	\$105.00
Junior Varsity and/or Freshman:	4-Man Crew	3-Man Crew
9 Minute Quarters	\$55.00	\$60.00
10 Minute Quarters	\$60.00	\$65.00
11 Minute Quarters	\$65.00	\$70.00
12 Minute Quarters	\$70.00	\$75.00
Junior High	\$50.00	\$55.00

If only one game is played (below Varsity Level) add \$20.00 per official.
Add fees together if part of double header.

\$0.40 per mile round trip Varsity, one car per contest.
\$0.40 per mile round trip other levels, one car if possible.