



# Albuquerque **B**asketball **O**fficials **A**ssociation

Professionalism • Integrity • Humility • Communication

# CONSTITUTION AND BY-LAWS

UPDATED AND RATIFIED: February 11, 2008

# Constitution

## ARTICLE 1 DEFINITIONS

**1.01 Definitions.** As used in this document, the following terms have the following meanings:

“Uniform officiating” means the standard, as decided upon by the Leadership Committee, for official mechanics, methodology, practice, and rules application for basketball contests within the region(s) worked by the members.

“member” means any person who has registered and who has paid his or her annual dues to both the New Mexico Activities Association (“NMAA”) and the Albuquerque Basketball Officials Association (“ABOA”).

“Good standing” means the member’s status currently meets the established requirements for meeting attendance, dues, scrimmages, minimum test scores, and compliance with ABOA rules and procedures.

“Veteran Official” means an official who has met the prescribed requirements for the rating of Approved or Certified as set forth by the NMAA, has achieved a minimum score of 85 on the National Federation of State High School Association (“NFHS”) exam issued by the NMAA, and who has demonstrated mastery over the application of the rules and mechanics for high school basketball.

“Future Veteran” means an official with three (3) or less years of basketball officiating experience and whose rating has been assigned by the NMAA as Apprentice or Registered.

“Calling Official” means an active ABOA member who accepts and works an assigned game or games within the region or regions as assigned to the ABOA by the NMAA.

## ARTICLE II ORGANIZATION

**2.01 NAME.** This association shall be known as the Albuquerque Basketball Officials Association (“ABOA”). The ABOA is incorporated by the same name as certified by the State of New Mexico Public Regulation Commission, duly signed and verified pursuant to the provisions of the NONPROFIT CORPORATION ACT (N.M. Stat. Ann. §§ 53-8-1 to 53-8-99 (1978)).

**2.02 PURPOSE.** The purpose of the ABOA is to promote a high standard of uniform officiating of basketball contests within the jurisdiction of the ABOA. To engage in a program of professional education and development for persons carrying on activities in the field of officiating basketball contests within the ABOA's jurisdiction.

**2.03 BOARD OF DIRECTORS.** The ABOA Board of Directors shall consist of the current and duly elected Leadership Committee members. The ABOA Leadership Committee may appoint up to four (4) additional "At Large" directors. At Large directors serve two year terms, or until their successors are duly appointed by the Leadership Committee.

**2.04 MEMBERSHIP.** Membership into the ABOA shall be open to all persons wishing to affiliate themselves with an organized basketball officials group serving the State of New Mexico and the region or regions assigned to the ABOA by the NMAA. It shall be mandatory for members to register and pay the prescribed dues to the New Mexico Activities Association (NMAA) and to the ABOA in order to officiate basketball contests assigned to the ABOA through the NMAA.

**2.05 OFFICERS.** Officers of the ABOA shall consist of the following: President, Vice-President, Secretary and Treasurer (collectively called The Executive Board). The President, Vice-President, Secretary and Treasurer shall be elected by a majority of all members in good standing present or voting through written absentee ballot at the last duly called annual meeting of the ABOA membership prior to the end of the NMAA scheduled basketball season and prior to NMAA post-season schedule. Each Officer shall be elected to serve a minimum of a two (2) year term. Officers may be elected for consecutive terms in a respective position. However, in no event shall any officer duly elected serve more than four (4) consecutive years in any single office.

For the purposes of resolving any tie votes within the Executive Board, the current Chairperson of the Supervisory Committee shall serve as the tie breaker.

**2.06 COMMITTEES.** The following committees shall be created within the ABOA and shall have following authority and duties:

**2.07 LEADERSHIP COMMITTEE.** The Leadership Committee shall consist of the elected members of the Executive Board and the Supervisory Committee combined. It shall be the ultimate responsibility of this committee to set the vision, mission and strategy of the ABOA. Furthermore, the Leadership Committee shall have ultimate jurisdiction over all matters of personnel, finance, operations and the management of the ABOA.

**2.08 SUPERVISORY COMMITTEE.** Five members elected by a majority of all members in good standing present or voting through written absentee ballot at

the last duly called annual meeting of the ABOA membership each year prior to the end of the NMAA scheduled basketball season and prior to the end of the NMAA post-season schedule. The ABOA President shall be a full participating member of this Committee. The five members shall be elected to terms and serve on the Committee as follows:

Three members shall be elected to three staggering (3-2-1) terms, and two members to 1-year terms. Three members shall be elected every year (one for a 3-year term and the other two to 1-year terms each). The member serving the third year of their three-year term shall be the Chairperson of the Supervisory Committee. The member serving the second year of their three-year shall be the Administrator of Recruitment. The member serving the first year of their three-year term shall work in collaboration with the ABOA Vice President to administer and supervise the Mentor Program and specifically be responsible for the professional development of "Future Veterans" and the continued professional development of "Veteran Officials."

Members elected to the Supervisory Committee shall not hold any other Officer position within the ABOA simultaneously during their elected term, or be involved in any other evaluation or supervision capacity over the ABOA or its membership such that a conflict of interest is created or there appears to be a conflict of interest as reported by a member in good standing to the Supervisory Committee.

If a vacancy occurs, the President shall appoint a member or members in good standing, until the next best opportunity to conduct an election whereby a new member will be elected to complete the remainder of that term.

**3.01 ELECTIONS.** Election of Officers or Supervisory Committee members shall be made by a simple majority of those present or who are voting by written proxy and who are in good standing. A quorum of Fifty-One (51%) percent of the total number of members in good standing currently registered with the ABOA at the time of the election is required in order to hold an election.

Nominations for vacant positions shall be submitted to the ABOA Secretary. Nominations may be submitted up to seven (7) days prior to a scheduled election. The ABOA shall announce by reasonable means the list of candidates nominated for office in order to allow votes by absentee ballot. The Leadership Committee shall reserve the right to designate elections at large should the need arise.

If the office or position of the Vice President, Secretary, Treasurer or Supervisory Committee member is vacated for any reason other than a recall election, then a successor shall be elected at the first opportunity by the same means as a general election.

**3.02 RECALL ELECTIONS.** An elected officer of the ABOA may be recalled, and removed from office, by a written request of twenty-five percent (25%) of the membership in good standing currently registered with the ABOA at the time of the written request and such a recall election shall be successful if approved by three-fourths (75%) vote of members in good standing currently registered with the ABOA at the time of the written request for recall. A recall election shall be held by written ballot mailed or sent electronically to the last known address provided to the ABOA by each member. All votes MUST be returned to the ABOA Secretary in writing no later than fourteen (14) calendar days from the date mailed to each member. Ballots not returned or submitted in the time specified shall not be counted. No Proxy or absentee votes shall be permitted or accepted in a recall election.

**4.01 AMENDMENTS.** Amendments to this Constitution may be proposed by the Leadership Committee or upon the written signed request of twenty-five (25%) of the membership in good standing registered with the ABOA at the time of the written request and any amendment must be ratified by a majority of the membership voting and in good standing. No Proxy or absentee votes shall be permitted or accepted in a recall election.

**5.01 OTHER APPLICABLE DOCUMENTS.** New Mexico Officials Association Constitution and By-Laws.

**6.01 CONFLICT OF INTEREST.** All members elected to hold positions within the ABOA shall comply and be held accountable to the Conflict of Interest Policy herein noted and attached hereto as Exhibit "A".

# **ABOA BY- LAWS**

## **MEMBERSHIP**

Membership into this Association shall be open to all persons wishing to affiliate themselves with an organized basketball officials group serving the State of New Mexico and the region or regions assigned to the ABOA by the NMAA. It shall be mandatory for members to register and pay prescribed dues to the New Mexico Activities Association (NMAA) and to the ABOA in order to officiate basketball contests assigned to the ABOA through the NMAA.

Applicants for membership must signify their willingness and demonstrate their ability to meet the requirements of the Constitution and By-Laws of the ABOA and comply with the provisions thereof. Applicants must be willing to meet the physical demands and time commitment required to attend the required number of ABOA meetings, a prescribed number of scrimmages, designated ABOA functions, and to officiate games both locally and out of the Albuquerque metropolitan area as assigned to the ABOA by the NMAA.

The specifics of the eligibility requirements for ABOA membership will rest with the Supervisory Committee. Any eligibility requirement promulgated by the Supervisory Committee must be reasonable and rationally related to the purpose of the ABOA and further the professional development of the general membership. The Supervisory Committee may impose eligibility requirements which require out-of-pocket expenditures by applicants, including but not limited to requiring successful attendance during a set time period at a prescribed officiating clinic operated by the ABOA or any other recognized provider. The eligibility requirements for membership in the ABOA must be promulgated in written form and must be promulgated, published and available to applicants prior to May 1<sup>st</sup> of each year.

Active members are those actively engaged in officiating and who, through attendance at interpretation meetings and taking prescribed examinations, attending other meetings as deemed for the betterment of the ABOA and its members, receive a satisfactory rating by the Supervisory Committee. Active members shall be at least 18 years of age on September 1st of the year joining the ABOA.

Associate Membership is open to members not actively engaged in officiating for just cause and reason. Associate Members are entitled to full membership privileges excepting that they do not officiate. Refer to the New Mexico Officials Association By-Laws for requirements governing Associate Membership.

ABOA dues are payable by the third official meeting of the ABOA in order to be eligible to be in good standing. A member is in good standing for any ABOA sanctioned event if current annual dues and/fines have been paid and all other requirements are met. A member joining the Association after the initial three week start of the season period shall have three weeks from their first attended meeting to pay their dues. The annual dues shall be promulgated in written form by the Supervisory Committee and must be promulgated, published and available to applicants prior to May 1<sup>st</sup> of each year. Annual dues are non-refundable. If a member is NOT in good standing, he or she shall not be allowed to attend any ABOA-sanctioned activities (meetings, testing, clinics etc...), vote in any election held by the ABOA or be assigned to a game or contest through the ABOA.

### **DUTIES OF OFFICERS**

**PRESIDENT.** The President shall preside at all meetings and shall be responsible for the appointment of any special committees. Reports of all standing and special committees are to be tendered to the President. The President may delegate his/her duties to the Vice-President, Secretary, or Treasurer on a temporary basis. The President is a full participating ex-officio member of all committees with full voting privileges.

**VICE-PRESIDENT.** The Vice-President shall act as alternate for the President and shall execute all duties of the office of the President when the President is absent, incapacitated, or unable to perform his or her duties. The Vice President shall act as an assistant to the President and may be delegated certain presidential duties not required of the President herein. However, the Vice-President shall not assume by delegation all of the presidential duties except as specified above. The membership shall be notified by any effective means available of the Vice-President assuming the presidency for a period longer than two weeks. The Vice-President shall collaborate with the Supervisory Committee member serving the first year of three on administering the Mentor program and specifically be the main point of contact for the "Veteran" officials

If the office of the President is vacated for any reason other than a recall election, then the Vice President shall assume the office of President for the remaining term or until such time as a new President is elected by the established procedures.

**SECRETARY.** Shall be responsible for maintaining and documenting all official business on behalf of the ABOA. He/she shall keep all records of attendance, meeting minutes, scrimmages and record business transactions for all general meetings held by the ABOA. In absence of the President and the Vice-President, the Secretary shall assume all presidential duties during the absence. The Secretary shall report all members not in good standing to the Supervisory

Committee for appropriate action. Additionally, he/she is responsible for coordinating compliance to any and all Articles of Incorporation as duly registered in the State of New Mexico under the law, and providing regular and routine accounting reports to the Leadership Committee. Additional duties include, but are not limited to:

- keep all records of attendance, meeting minutes, scrimmages and record of business transactions from all general meetings held by the ABOA.
- report all members “not in good standing”, to the Supervisory Committee for appropriate action. Such report shall be made at a minimum of once per month, or as directed by the President.
- In the absence of the President and the Vice President, Secretary will assume all presidential duties during the absence.
- administer the issuing, tracking and counting of ballots for all ABOA elections and/or supervise and witness physical voting by the membership by vocal or show of hands.

**TREASURER.** Shall be treasurer of the ABOA and in this capacity keep a full and accurate account of all business transacted. He/she shall disburse all monies of this ABOA under direction of the Leadership Committee, and shall make a written report and accounting of the treasury available on a monthly basis to the membership of the ABOA. All disbursement of funds other than that for the normal business operations of the ABOA, or for expenditures of more than five hundred dollars (\$500.00), excluding ABOA camp expenditures, shall require approval by simple majority of the membership in good standing present at the meeting in which the request is made by the Treasurer and the approval of the Supervisory Committee. Any expenditure of over five hundred dollars (\$500.00) shall require approval of a majority vote of the membership held in good standing at the time of the request by the Treasurer. As part of the normal business operations of the ABOA, the Treasurer shall contract for an audit of all ABOA accounts and finances by an outside auditor qualified as a Certified Public Accountant (“CPA”) at a minimum of once every three (3) years. The completed outside audit report shall be returned by the CPA directly to the Leadership Committee and the President or Treasurer shall report the results of the outside audit to the membership at or before the last meeting of the ABOA in the year the audit was completed. Additional duties include, but are not limited to:

- keep a full and accurate account of the ABOA finances;
- disburse all finances of the ABOA under direction and with the approval of the Leadership Committee;
- report in writing the ABOA finances and expenditures during the last meeting of the ABOA each year;
- report to the Secretary any member failing to pay any fees, dues, fines or amounts owed to the ABOA. He/she shall report the individual and amount due and owing;



- disbursement of funds other than for that of normal business operations of the ABOA without approval;
- In the absence of the President, Vice President, and the Secretary the Treasurer shall assume all presidential duties during the absence.
- Assure the legal, ethical, and fiscal management of all ABOA assets

## **STANDING COMMITTEES / BOARDS**

**BOARD OF DIRECTORS.** Shall oversee all legal and operational matters pertaining to the ABOA.

**EXECUTIVE BOARD.** Shall be responsible for recording and maintaining all changes and deviations of mechanics and uniform that differ from those as published in the mechanics and officials manual of the NHFS. This Board shall provide to the membership, an updated list of changes in mechanics and uniform, a list of elected officers, a list of members of the Supervisory Committee (with length of term remaining of each) and other information as deemed necessary, by the second meeting of the new season and shall publish the same on-line on the ABOA website.

**LEADERSHIP COMMITTEE.** As previously noted, the Leadership Committee shall be the combined members of the Executive Board and the Supervisory Committee. It shall be the responsibility of this committee to work in concert with the ABOA Board of Directors to maintain and execute the vision, mission and strategy of the ABOA.

**SUPERVISORY COMMITTEE.** Shall maintain good order and discipline of the ABOA membership. The Supervisory Committee shall be responsible for a standardized uniform to be worn by active members of the ABOA. It shall be the sole responsibility of this Committee to recommend the satisfactory rating of all members or applicants using records, examinations, and review of evaluations as the basis for such ratings.

This Committee has the authority to place any member on probation imposing reasonable limitations and additional requirements on the member for continued eligibility in the ABOA rationally related to the improvement of the member's rating or to any offense in which a penalty has been imposed against the member by the Committee. This Committee may publish to the membership probationary lists at its discretion subject to review and approval of the Executive Board.

This Committee shall have jurisdiction to make all decisions regarding offenses by members of the ABOA and to impose fines and/or other penalties as its deemed appropriate to maintain the integrity of the ABOA, the ABOA Constitution and By Laws, and professional officiating. It shall make recommendations to the

Executive Board and/or impose penalties, if justified, upon due hearing of complaints regarding or pertaining to member officials, brought to the Supervisory Committee by a member official, a NMAA school representative, a NMOA representative or NMAA representative under the jurisdiction of or associated with the New Mexico Activities Association. All complaints must be stated in writing. This Committee shall have jurisdiction to recommend to the NMAA and/or the CRVA and sub-varsity assignors the removal of assigned games from any official who is in violation of the Constitution, By-Laws, and/or officiating ethics of the ABOA. The Supervisory Committee may remove or limit a member from the list of eligible ABOA officials submitted to the NMAA for game assignments effectively removing the assigned games to the offending official as provided through the ABOA. If the offending official should seek game assignments directly from the NMAA or a NMAA member school, the Supervisory Committee may immediately expel the member official from the ABOA, and the expulsion may extend no longer than two years.

This Committee shall audit the Secretary's and the Treasurer's record books at least once during the current season and report the findings to the membership. The Supervisory Committee need not conduct the audit in any year which an outside audit will be performed.

This Committee shall have the final decision on the interpretation of the Constitution and By-Laws of the ABOA and be responsible for maintenance of the Constitution and By-Laws. This Committee shall have the authority to set the minimum standards of physical competency for members or applicants for eligibility for membership in the ABOA. The Supervisory Committee shall publish and maintain a description of the essential functions of a member in good standing conducting officiating, including identification of the essential physical requirements for officiating as a member of the ABOA. The Supervisory Committee shall ensure that every member of the ABOA is competent for membership.

This Committee shall have the jurisdiction, after consultation with the New Mexico Activities Association and Executive Board, to recommend action by the NMAA against a member school found to have violated the civil rights of a member official, including but not limited to situations in which a crime has been perpetrated against a member such as an assault prohibited by criminal statute. Such recommendations shall be made available to the membership following consultation with the NMAA. Additional duties include, but are not limited to:

- remove any member from the Mentor Program of the ABOA with or without cause
- investigate complaints of, or suspected fraud by any ABOA member
- shall assist at interpretation meetings, clinics, and practical examinations

- set standards of availability of members in order to be eligible for inclusion in the lists of eligible members provided to the NMAA and or the CRVA and sub-varsity assignors for any game assignments.

**COMPLAINTS.** All Complaints must be submitted to the Supervisory Committee in writing. Submissions by e-mail shall be accepted by the Committee. A submission of a complaint to one member of the Supervisory Committee shall constitute a submission to the entire Committee.

**GAME ASSIGNMENTS.** ABOA game assignments for all high school varsity contests shall be the responsibility of the NMAA Central Regional Varsity Assignor (CRVA) as appointed by the NMAA. The ABOA shall provide the NMAA CRVA with a list of eligible members in good standing qualified for assignment. Sub-varsity assignors shall work in conjunction with the CRVA to assure fair and equitable coverage of all contests as well as scheduling of assignments utilizing the same list of eligible members. Local ABOA members shall have priority in Varsity game assignments over other NMAA recognized association members within the region or regions assigned by the CRVA and/or his or her designees.

The ABOA Leadership Committee reserves the right at any point to meet with the CRVA, the NMAA Director of Officials and/or the sub-varsity assignors to resolve issues or complaints involving game assignments as alleged by members in good standing. The Supervisory Committee shall work with the member(s) to determine a legitimate basis for concern. In the event that a calling official also holds a position of CRVA, or sub varsity assignor within the region or regions covered by the ABOA as assigned by the NMAA, the Supervisory Committee reserves the right to audit game assignments and/or scheduling tools by whatever means necessary in order to maintain fair and equitable distribution of varsity game assignments.

This process enables effective communication between all parties and fosters consistent treatment and understanding of systems and philosophies.

**DUTIES OF MEMBERS.** Please refer to the New Mexico Officials Association Constitution and By-Laws for a description of the “Duties of Members” which are adopted herein into these ABOA By-Laws when not in conflict with the ABOA Constitution and By-Laws. In addition to the requirements described in the New Mexico Officials Constitution and By-Laws, members agree to comply with the requirements of the ABOA Constitution and By-Laws presented herein.

All members within the ABOA will be required to sign up and attend scrimmages as determined necessary by the Leadership Committee. Failure to do so will result in a fine of \$25.00, and may include removal of the member from good

standing status. Any and all exceptions must be appealed to the Supervisory Committee in writing.

The ABOA may use any appropriate system for assigning and allocating lower level, sub-varsity and varsity contests as determined by the Leadership Committee and approved by the NMAA. This system may include a computer automated system (i.e. The Arbiter). Officials will be responsible for monitoring on-line game assignments. During the season this may require the member to monitor assignments on a daily basis. Once accepted on-line, game assignments become the contractual obligation of the individual member.

Officials unable to meet an assigned game commitment MUST report each case directly to the assignor for the respective level (i.e. Varsity games to the NMAA CRVA; Sub-varsity contests to the Sub-varsity assignor, etc.) with a copy to the Supervisory Committee.

Failure to work an assigned game without an approved replacement will invoke an immediate fine and may include removal of the member from good standing status. This fine shall remain in place until the official petitions and meets with the Supervisory Committee. Officials **MUST** appeal such fine within seven (7) days of the missed assignment **OR** the next scheduled meeting of the Association whichever comes first. **ALL APPEALS MUST BE SUBMITTED IN WRITING TO THE SUPERVISORY COMMITTEE.** The Supervisory Committee will rule on revoking the fine if "just cause" is found. "Just cause" shall include, but not be limited to, emergencies, illness, and unforeseen work related incidents. Failure of the member to pay fine may result in loss of good standing status and removal of the member from the list of eligible members for game assignments.

For ALL varsity assignments officials will be required to be at the game site at a minimum of one (1) hour prior to game time or be subject to a fine and/or disciplinary action by the Supervisory Committee. For ALL lower level and sub varsity contests officials shall make every reasonable effort to be at the game site at a minimum of thirty (30) minutes prior to game time or be subject to a fine and/or disciplinary action by the Supervisory Committee. For ALL game assignments it shall be the responsibility of each member of the assigned crew for each contest to communicate directly and in advance with each other prior to the scheduled contest. Any deviations or conflicts shall be reported immediately to the appropriate level game assignor. Failure of the member to arrive to game assignments, or communicate with partners in advance of game assignments may result in an additional fine and/or disciplinary action by the Supervisory Committee.

Future Veteran group officials shall attend a clinic scheduled by Leadership Committee and presented by veteran officials at the beginning of the season. Additionally, Future Veteran group officials shall attend special scrimmages set

up by the Leadership Committee to receive individualized training in positioning and court mechanics in simulated game situations.

Veteran officials must attend a minimum of eight (8) local interpretation meetings and Future Veteran officials must attend a minimum of ten (10). Members arriving 15 minutes after a meeting has started and not signing the attendance roster provided by the Secretary to their Group Leaders shall not receive credit for that meeting. Members may earn meeting credits for a minimum of two (2) meetings per season when officiating an ABOA sanctioned event on the night of the ABOA meeting. Additional meeting credits may be awarded at the sole discretion of the Supervisory Committee to members covering ABOA sanctioned events. Sanctioned ABOA events include but are not limited to mid-school, sub varsity, varsity and college games. The Supervisory Committee shall have final authority to approve game credits. Requests for meeting credit must be made in writing to the Supervisory Committee with a courtesy copy to the ABOA Secretary.

State and district clinic attendance varies with each officiating level and requirements are defined in the By-Laws of the New Mexico Officials Association.

Members shall conduct themselves in a professional manner in regards to all contact with the sport of basketball, whether officiating on the floor, as an evaluator, an observer, or as a spectator. Members/ officials violating any of the provisions of the Constitution and By-Laws, or engaging in unfair practices, or conducting themselves in a manner unbecoming of an official, shall be subject to expulsion from the membership of the ABOA or to such punishment or penalty as shall be specified by the Supervisory Committee after due hearing subject to appeal to the State Supervisory Committee.

Members whose conduct away from any game assignment or ABOA-sanctioned event which brings or results in negative publicity, draws public criticism or reflects badly on the integrity of officiating such as, but not limited to, engaging in gambling, criminal activity, drug activity, DUI, or conducting themselves in a manner unbecoming of an official, shall be subject to expulsion from the membership of the ABOA or to such punishment or penalty as shall be specified by the Supervisory Committee after due hearing .

**ADVANCEMENT.** Requirements for each official classification, promotional points, and eligibility are covered under the By-Laws of the New Mexico Officials Association. Officials transferring from other State high school associations or out of State associations to the ABOA will also be required to provide the ABOA Secretary and the Supervisory Committee an officiating resume that includes a current and secondary contact list of all levels of games worked (including college level games) at the former association or conference.

**FOSTER / MENTORSHIP PROGRAM.** As prescribed by the New Mexico Officials Association, The ABOA shall incorporate and abide by the Foster Program authorized by the New Mexico Officials Association and follow accordingly.

**OFFICIAL UNIFORM.** Uniform and equipment shall be that which has been approved by the National Federation of High School Sports Officials, the New Mexico Activities Association, and/or the New Mexico Officials Association (NMOA). Recommendations and/or proposed changes to approved Uniform and Equipment guidelines shall be submitted to the NMOA for approval under established procedures. Alternate uniforms and/or equipment shall have the approval by the members of the ABOA. Simple majority vote of those members present and in good standing at any regularly scheduled ABOA meeting shall be sufficient approval.

**SURVIVOR SCHOLARSHIP.** In the event of a death of an active member or a prior member having 7 consecutive years vested of officiating in the ABOA, at the discretion of the Leadership Committee upon review of the ABOA finances, a one time scholarship to a post secondary institution (i.e. University, College, Junior College, Trade/Vocational School, etc.) in the amount not to exceed of \$1000.00 may be awarded to each of said member's children under the age of twenty-two. This scholarship fund shall be awarded to the institution designated by the surviving spouse or guardian in the name of the child enrolled with said institution to offset the cost of books, tuition and other educational costs.

At the time of death, the ABOA Secretary shall write a letter to the surviving spouse or guardian informing him/her of the scholarship. It is then the responsibility of the surviving spouse or guardian to notify the ABOA Secretary of the college term in which the scholarship is to be initiated as well as the child's name and educational institution selected for enrollment. The Treasurer shall then issue a check to the institution in the child's name pursuant to final approval of the Supervisory Committee.

**SPORTSMANSHIP SCHOLARSHIP.** Each year a scholarship in the amount not to exceed \$500 may be awarded to a senior male and/or female player of any basketball team in our officiating region. Such award shall be at the sole discretion of the Leadership Committee upon review of the ABOA finances. Any member of the ABOA in good standing may submit nominations for their Sportsmanship Scholarship award candidate. All nominations must be submitted in writing. Based on the written nominations received, the Supervisory Committee shall decide on the final award of each scholarship. This shall be done by simple majority vote of the full Committee. The Supervisory Committee Chairman shall notify the Secretary of the names of the recipients to officially notify them of the scholarship award and the process for receiving it. The recipients of the scholarship awards will have one year from the date of award to use the funds at any post-secondary school of his or her choice. Upon

notification by the recipients of the educational institution they have enrolled the Treasurer shall then issue a check to the institution in the recipient's name. If the recipient does not use the scholarship in the allowed time period (unless the recipient is called from reserve status to active duty, deployed on active duty with the National Guard or is drafted into active military service in which case the recipient shall have one year of receipt of a honorable discharge) these funds may be awarded to an alternate recipient through the same process of the original award.

**ETHICS.** Each member of the association shall conduct themselves in an ethical manner consistent with the human approach to their fellow officials, coaches, players, and spectators. This shall include but is not limited to making public and/or private comments about officials or game situations except as requested by the Leadership Committee, NMAA Varsity Regional Assignor, or the NMAA.

**FINES.** A fine for any missed assignment will be equal to the standard game fee, at the highest level of high school basketball that the official has contracted during the regular season. Collection of fines shall be administered through the Supervisory Committee.

A fine of not more than twenty-five (\$25.00) dollars shall be levied for the following infractions:

1. Out of regulation uniform.
2. Late arrival to game site or appointed meeting place.
3. Failure to report incidents involving officials, spectators, teams, players, coaches or schools.
4. Failure to reply to the Supervisory Committee in a timely manner when investigating an incident.
5. Unprofessional or unethical conduct or practices.
6. Failure to attend the number and types of meetings specified in the By-Laws.
7. Turning back a varsity assignment that was previously accepted on a contract. Exceptions will be made for emergency situations due to work, personal or family health situations.

A fine of not more than seventy-five (\$75.00) dollars shall be levied for the following infractions:

1. Dereliction of duty or falsification of reports or records.
2. Unprofessional remarks directed towards or about any high school official(s).
3. Driving under the influence of alcohol or a controlled substance while transporting officials to and from games.
4. Discussing controversial game situations with the media.

5. Any conduct judged by the Supervisory Committee and agreed by the Executive Board to be unbecoming of the professional standards established by the ABOA.

Automatic suspension will be imposed on an official found to be under the influence of a controlled substance or alcohol during a game.

**RIGHT TO APPEAL.** Any decision by the Supervisory Committee of the ABOA by which a member is aggrieved may be appealed for review by the State Supervisory Committee. The appeal must be in writing within ten (10) days after the Supervisory Committee of the ABOA notifies the member of the decision.

**EQUAL OPPORTUNITY.** The ABOA does not discriminate on the basis of race, age, religion, color, national origin, ancestry, sex or gender, pregnancy, sexual orientation, gender identity, physical or mental handicap, serious medical condition, disability, spousal affiliation, military status in membership or the provision of officiating services. This includes, but is not limited to, admission to the ABOA, educational services and clinics, financial aid and employment. Any violation of this Policy by any member shall subject such member to discipline, including expulsion from the ABOA.

ANY MEMBER WHO FEELS THAT HE OR SHE HAS BEEN AND/OR IS BEING DISCRIMINATED AGAINST IN VIOLATION OF THE ABOA'S ANTI-DISCRIMINATION POLICIES, INCLUDING ANY MEMBER WHO FEELS HE OR SHE HAS BEEN AND/OR IS BEING SEXUALLY HARASSED OR HAS INQUIRIES CONCERNING THE SCOPE AND APPLICATION OF THE ABOA'S ANTI-DISCRIMINATION POLICIES WITH REGARD TO HIS OR HER MEMBERSHIP SHALL SUBMIT COMPLAINTS AND INQUIRIES TO:

Chairperson, Supervisory Committee  
Albuquerque Basketball Officials Association

Nothing in this Policy prohibits the submission of inquires or complaints to the ABOA President or any member of the Leadership Committee.

Retaliation is prohibited against any member who has made inquiries or complaints under this Policy. Any retaliation in violation of this Policy by any member shall subject the offending member to discipline, including expulsion from the ABOA.

Should a member or applicant be disabled as defined by State law, the ABOA is willing to make reasonable accommodations with regard to limitations of which it is notified according to the requirements of the New Mexico Human Rights Act. It



is the responsibility of the applicant or member to inform the ABOA President if an accommodation is needed and request such an accommodation.

The Leadership Committee will provide the working conditions for a sound officiating program. Reasonable accommodations will be made for members who may have a disability as defined in the New Mexico Human Rights Act. The Supervisory Committee or its designee will work with the disabled member or disabled applicant to determine what constitutes a reasonable accommodation. The determination of whether any particular accommodation is or any set of accommodations are reasonable will be made according to state law applicable to such a determination and will be made by the Supervisory Committee with the assistance of the legal counsel for the ABOA.

This Constitution and By-Laws supersedes any previous Constitution and By-Laws written or oral and shall be interpreted in concert with the Constitution and By-Laws of the New Mexico Officials Association.

This Constitution and By-Laws was ratified and approved by the membership of the ABOA on this 11<sup>th</sup> day of February 2008.