



**KENTUCKIANA FOOTBALL OFFICIALS ASSOCIATION**  
**2018 RESOLUTIONS**



1. Attendance at all meetings is mandatory, except the Spring Meeting and the meeting designated as “The Stag” by the Board of Directors.
2. All general meetings shall begin at 7:00 PM. However, the Board of Directors, at its discretion, may designate an alternate time.
3. Continued tardiness and/or leaving a mandatory meeting early will be treated as an unexcused absence. Absence, tardiness, or leaving early from a meeting must be accompanied or followed with a written excuse by the member on or before the next scheduled meeting. The written excuse may be submitted to any Board Member. The excuses will be retained by the Sergeant At Arms. Additionally, in the event of an absence from any KFOA General Membership meeting (except The Stag), all members must adhere to the following Attendance Policy:
  - \* Any KFOA member of Class C status that is absent during a regular meeting will need to complete an online quiz via the KFOA website, [www.kfoa.info](http://www.kfoa.info), by the following Sunday at midnight. Completion of this quiz will qualify as an “excused” absence for that week only.
  - \* If the quiz is not completed by midnight on Sunday, the absence will be marked as “unexcused” for that week.
  - \* Two “unexcused” absences by a member will result in an automatic suspension until the member comes before the Board of Directors to review their reinstatement.
  - \* Three “excused” absences by a member will require a review with the KFOA Discipline Committee.
  - \* A weekly report will be sent out by the Sergeant-At-Arms on Monday to the KFOA Board of Directors, Supervisor of Officials, and Assigning Secretary detailing all “unexcused” absences, total absences season-to-date, and reported game violations for the week.
4. All general membership meetings shall be restricted to members only. Nonmembers may attend only with the permission of the Board. Disruptive behavior will not be tolerated. Members who exhibit disruptive behavior will be asked by the Sergeant at Arms or his designee to leave the meeting. Any incident where a member is asked to leave the meeting early due to disruptive behavior will be considered as an unexcused absence and may be subject to a fine.
5. The Referee is the Crew Chief on all Varsity games. The Referee shall contact Officials assigned to his Crew at least two (2) days prior to the assigned Varsity game confirming arrival time, locker room location and any other special instructions.
6. All crew members shall arrive at the game site for Varsity games one (1) hour and fifteen (15) minutes prior to the scheduled kickoff time, or earlier as directed by the Crew Chief. The Pre-game Conference shall begin a minimum of one hour prior to the scheduled kickoff. The Crew Chief shall conduct a pre-game conference for all Varsity games. The failure to hold the conference or late arrival may subject the crew member to penalty, at the discretion of the Board. Except in cases of emergencies, all officials shall refrain from using their cell phones (phone calls, texting, internet, etc.) during the pre-game conference. Assigned chain crews shall arrive at the game site for Varsity games a minimum of 30 minutes before the scheduled kickoff, or earlier as directed by the Crew Chief.
7. In the event of a player, coach, school administrator, or spectator being ejected from the game, it shall be the responsibility of the ejecting official:
  - Notify the KFOA Assigning Secretary via phone immediately after the contest.
  - Report the ejection within 24 hours to the KHSAA online via the KHSAA website, [www.khsaa.org](http://www.khsaa.org)
  - This shall include any freshman, JV, or Varsity competitions.
  - Failure to do so may result in scheduling penalties imposed by the KFOA Assigning Secretary or the KHSAA.
  - Ejections in any non-KHSAA events shall be reported to the Supervisor of Officials immediately after the contest.

8. All Officials assigned to a non-varsity game shall be on the field where assigned no later than 15 minutes before the scheduled kickoff.
9. The uniform for all assigned paid games shall be a NFHS and KFOA Board of Directors approved uniform consisting of the following:
  - Black football officiating pants with a white stripe of not more than 1 ¼ inches must be worn during all High School contests with embroidered or sublimated KHSAA logo on left leg as per specifications to vendors: black shorts with a white stripe along the side may be worn during select non-high school contests with local Association approval. When assigned a game that permits the wearing of shorts, the expectation is for all crewmembers to arrive with both shorts and pants. Should a crewmember not have shorts then the default uniform is to wear long pants by all crewmembers. The KFOA Supervisor of Officials will coordinate which leagues and officials may wear shorts.
  - Black and white 2” – 2 ¼” vertically striped short or long-sleeved shirt (with pocket) with embroidered or sublimated KHSAA logo over heart as per specifications to vendors. The American flag will be embroidered or sublimated on the top of the left sleeve.
  - Black athletic socks when wearing black officiating pants and shorts.
  - Black leather belt (no baseball style stretch belts).
  - Standard football official’s fitted caps shall be black with white piping. Referees of Varsity contests, CSAA Toy Bowl Championship games and all youth league championship games shall wear a solid white fitted football official’s cap. The caps should be free of any manufacturer’s logos that are visible while being worn. For high school contests, the hats worn must display the KHSAA logo as prescribed in the KHSAA Official’s Handbook.
  - Shoes shall be primary black athletic / field shoes. With allowances for limited white or gray logos or accents. Laces shall be black. Shoes shall be clean.
10. Officials shall be in proper uniform and shall adhere to the following dress code:
  - A. Failure to wear the proper uniform shall be reported to the Board of Directors for proper action. Any fine levied for such failure shall not exceed the game fee that the official received while officiating improperly attired. (Note: no jewelry, other than a wedding band or wrist watch, used for timing, should be visible).
  - B. It is the responsibility of each official to be well groomed and neatly attired. The Supervisor of Officials and/or Assigning Secretary may, at their discretion, revoke game assignments for an official who, in their opinion, does not conform to acceptable standards of grooming and dress. Smoking or chewing tobacco products will not be permitted in the area of the playing field.
  - C. All members of the KFOA must report to the game assignments with a clean-shaven face. It is acceptable to maintain a well-groomed mustache. The ends of the mustache shall not extend below the corners of the mouth. Hair grown under the bottom lip in any style is unacceptable.
  - D. It is unacceptable for any official to report to any Varsity game wearing a tee shirt. Members shall wear business casual attire to include non-denim slacks and a collared shirt. Officials may leave any Varsity game assignment in shorts or denim slacks and KFOA shirt.
  - E. The decision to wear short-sleeved uniform shirts or long-sleeved uniform shirts, as approved by the KHSAA, shall be made by each Varsity crew before each individual contest.
  - F. A memorial patch, wristband, or other items may be worn for ALL contests when approved by the Board of Directors.
11. All games shall be assigned via the internet by a program approved by the Board of Directors. The assigning program currently being used is The Arbiter ([www.arbitersports.com](http://www.arbitersports.com)). This system allows officials the opportunity of managing their schedule and calendars by allowing each official to “block” days or times they are unable to work.

The Assigning Secretary and Supervisor of Officials may establish a date(s) or timeline that “blocks” by officials must precede. Blocks will need to be entered by officials accordingly. Until such time as notified by the Board of Directors, failure to accept assignments received through the Arbiter system may result in a monetary penalty / fine for members turning in, or not accepting, assigned games (Turn-Back Fee). These turn-back fees are payable to the Supervisor of Officials. All Turn-Back Fees must be either paid in full or appealed by the member to the Board within 7 days of receipt of notice. Any unpaid fines may result in loss of assigned games.

- NOTE: This penalty / fine shall be in addition to any disciplinary action taken as a result of any violation listed in our Resolutions and / or By-Laws under Article XIII.

12. No active member of the KFOA may accept any assignment in any organized division of football, with the exception of NCAA, NAIA, NFL, and AFL, or WFA sanctioned contests, which is not approved by the Board of Directors.

- Such approval must be requested in writing to the Board at least two weeks in advance of any such assignment. Additionally the Supervisor of Officials may petition the Board for and obtain blanket permission to use KFOA members in good standing for local semi-professional, flag, powder puff and other various assignments. Under such circumstances and if there is a scheduling conflict, the Supervisor of Officials and all KFOA members shall fill KFOA sanctioned assignments before accepting assignment of any outside contests.
- The Board may request the applicant to attend its meeting for discussion of the application. Approval or denial of the application shall be given to the applicant, in writing, within one week, of the meeting at which the Board addressed the application.
- Violation of this resolution and its subparts shall subject the violator to discipline pursuant to Article XIII of KFOA By-Laws.

13. All members shall complete all forms and complete all tasks as may be required to implement any program approved by the Board.

14. No KFOA member shall drink any alcoholic beverage during the daylight hours or thereafter, of any day, which that member subsequently attends, any activity dressed in an official uniform.

14. Conflicts of Interest – The following conflicts of interest are hereby adopted and included with these Resolutions.

- A. You should not accept an assignment to work a game if there is a conflict or a perceived conflict that could place you, your family or the KFOA in a situation that could not be defended.
- B. Unfortunately, it can be difficult to define exactly what constitutes a conflict of interest. The following are only a few types of situations that should be avoided:
  - A close friend or relative is now attending one of the schools involved in the game.
  - You or a close friend is a fairly recent graduate of one of the schools involved in the game.
  - You are still a “fan” of one of the schools involved in the game.
  - A person affiliated with the school or team is a former teammate, roommate, classmate, a business associate, or a close friend.
- C. Use common sense. Since all situations are different, discuss your individual case with the Assigning Secretary. We service many teams, eliminate those teams who may create a problem. Utilize your scratches.

15. SOCIAL MEDIA, OFFICIATING AND ELECTRONIC CODE OF ETHICS

With the increased use of social networking and electronic communication through the internet and via cell phones, it is important for officials, Assigning Secretaries and Supervisors of Officials to understand the importance of maintaining an ethical approach while participating in various forums, chat rooms and all other forms of social media. These media include, but are not limited to, Facebook, Twitter, the Arbiter, and any and

all other chat rooms or websites available to KFOA members. Violations of this policy will be considered conduct “unbecoming” an official and will subject a licensed official to licensure suspension from the KFOA or KHSAA.

To malign or openly criticize another official, school, athlete, or school administrator or administration in any form of electric communication is considered not only unprofessional, but also undermines sports officiating in general. It is also unprofessional for officials to offer rules clarifications or interpretations through these medium without the expressed directive from the KHSAA.

Licensed officials have to be very careful with the use of social media. In many cases, closed discussion and understanding is important to consistency and rules enforcement. The line is crossed when an official states, “The call should have been...”, or “The rule should have been interpreted as...”, for those are statements that should only be made by those officially designated by the KFOA, the KHSAA, or the NFHS to make such interpretations. Internal discussion is likely a very good thing if the audience can be securely limited. A moderator or discussion leader can then say, “we have had enough debate, we will get a clarification and post it online when we get it”. That’s the advantage of closed forums. The KFOA and the KHSAA advocate the recommended policy statements of the National Association of Sports Officials that states – Social networking sites can be wonderful communications tools. But there can be unintended consequences if they are used improperly. Because of their unique standing, officials need to be particularly careful when using those sites. Here are some reminders and guidelines. Because of our unique standing, officials need to be particularly careful when using those sites. Here are some reminders and guidelines:

- DO be aware that posts on social media are visible to the general public. Even if you limit access to your page to friends, it is likely that your post will be viewed by someone beyond the circle of people you intended to see it.
- DO think twice before you post. If there is anything in your post that could be construed as a criticism of officials’ decisions, or of schools, coaches, athletes, or league administrators, it is better left unsent.
- DO assume that your post will be seen by the two teams you will see in your next game and the teams you worked in your previous game as well as your partner(s) in those games.
- DON’T post anything relating to the schools you have worked or will work. It call your objectivity into question.
- DON’T include anything in a post that makes reference to an upcoming assignment. If teams want to find out who is going to be working their game, they should do so through official channels, not through tweets or Facebook.
- DON’T post details about other people’s assignments, to playoff games for instance, until that information has been officially released. Don’t use your social media as a news service.
- DON’T use social media to criticize state or local association policies, assigning practices, etc.
- DON’T make posts regarding calls made by officials in other games, whatever the level. You and your buddies might debate the call you saw on TV, but debating the call on Facebook, Twitter or other forums and social media is not acceptable.

Accountability and integrity should always be our guiding principles. Jeopardizing your impartiality or professionalism should never be a part of actions or posts. It is the hope of the KFOA this information will help you with your decisions and involvement with social media.

Additionally, it is important for officials to realize that it is considered unacceptable to carry a cell phone on the field, regardless of the reason.

16. A CODE OF ETHICS FOR ATHLETIC OFFICIALS: The following code is hereby adopted and included with these Resolutions:

- I will honor all contracts regardless of possible inconvenience or financial loss.
- I will study the rules of the game; observe the work of other officials and will, at all times attempt to improve myself.
- I will remember that while my work as official is important, I must conduct myself in such a way that attention is drawn, not to me, but to the participants of the game.
- I will dress and maintain my appearance in a manner befitting the dignity and importance of the game.
- I will shape my character and conduct so as to be a worthy example to the participants under my jurisdiction.
- I will be fair and unbiased in my decisions, rendering these without regard to the score or next year's contract.
- I will give my complete cooperation to the schools that I serve, and to the State Association that I represent.
- I will cooperate and be professional in my association with my fellow officials and will do nothing to cause them public embarrassment.
- I will, in my actions on the field, be firm, but not overbearing; courteous, but not ingratiating; positive, but never rude; dignified, but never arrogant; friendly; but not companionable; calm, but always alert.
- I will keep in mind that the game is more important than the wishes of any individual player or coach or the ambitions of any individual official.
- I will be prepared both physically and mentally to administer the game.
- I will not use tobacco in any form in the vicinity of the playing field, nor drink any alcoholic beverages on the day of the game. I will not use illegal substances at any time.
- I will not give information to anyone, where it might be used by a team's future opponent, nor will I visit with any player during a time-out.
- I will not discuss any game with the press, either generally or specifically, but will refer inquiries to the Assigning Secretary.