

# *Colorado High School Softball Umpires Association*



*2017  
HANDBOOK / DIRECTORY  
08/07/2017*

**OFFICIALS FEES for 2017**  
(As adopted by the CHSAA Board of Control)

**SOFTBALL (2 or 3 umpires)**

Varsity (2 umpires) **\$ 56.00**

Sub-varsity (2 umpires) **\$ 42.00**

Varsity (3 umpires) **\$ 48.50**

Sub-Varsity (3 umpires) **\$ 36.50**

Varsity double-header **\$ 112.00**

Sub-varsity double-header **\$ 84.00**

Tournament (3rd, 4th, 5th etc. if on same day) **\$ 44.00**

JV Tournament (3rd, 4th, 5th etc. if on same day) **\$ 33.50**

A. *Tournament Fees - During regular season play, leagues and schools have the option to establish tournament fees with officials groups unless specified elsewhere in the above fee schedule. Those fees must be stated on contracts sent to officials prior to the tournament.*

B. 1. *Mileage – 40 cents per mile. **Exception** see note 1 that follows: Note 1: The Confluence (except Campion); The 5280 (except Gilpin County); The Colorado 7(except Fort Lupton, Elizabeth, Fort Morgan, Weld Central); The Jefferson County (except Conifer & Evergreen), Denver, Continental, East Metro, Front Range (except Fort Collins, Loveland, Poudre and Rocky Mountain), Frontier (except Bennett, Clear Creek, Lake County, Middle Park and Platte Canyon), Metropolitan, and Centennial leagues and Broomfield, Denver Academy, Denver Christian, and Valor schools will not pay mileage between league cities, but will pay a mileage travel stipend of \$2 to each official between league cities per day of assignments. Colorado Springs schools will pay mileage travel stipend of \$2 per day of assignments to officials selected from the Colorado Springs Officials' Association. An official that is assigned to two or more contests at a given site on the same day shall be paid one travel stipend or reimbursement.*

*2. Only ONE driver will be paid the mileage reimbursement for each contest. It will be paid to the official on the crew who travels the farthest. Issues with multiple drivers must be solved between the officials and the assignor prior to the game.*

*3. In lieu of per diem, a rider fee of \$10 is paid to officials, non-drivers only, who are riding on trips of 75 miles or more one-way.*

*4. It is recommended that, during the regular season only, assigners assign officials to a contest whose travel miles to a school is less than or equal to 75 miles round trip, thus resulting in a payment of no more than \$30 for travel. If an official travels miles more than 75 miles round trip the official should be paid at the \$.40/mile rate as listed above unless other arrangements are made with the officials by the school.*

C. *Individual Mileage Buffer*

*No mileage will be paid to an official whose town of residence is 20 miles or closer to the host school. Full mileage (including first 20 miles) will be paid to officials who travel over 20 miles. This does not apply to the metro area officials described above that receive the \$2 travel stipend.*

D. *Priorities*

*When a site or date change occurs, the officials originally assigned should be given the first chance to work the rescheduled game.*

F. *“No-Show”*

*1. In all other sports, when one official is a “no-show”, the other officials working the contest shall split 50% of the extra check. (Not to exceed 50% of standard fee).*

*2. Guidelines for “No-Shows”*

*Officials Associations must have on file with CHSAA a copy of their constitutions, rules, and by-laws that outline their disciplinary procedures for dealing with no shows as well as other CHSAA expectations. Schools should contact the CHSAA office and identify the officials so that the local officials associations can take action. Leagues and schools are encouraged to develop procedures for use in these situations as well.*

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*Colorado High School  
Softball Umpires Association*

*State Officers  
2017-2018*

**PRESIDENT**  
(Exp. 04/01 /2019) **BRYAN BROWN**  
11173 W. 103<sup>RD</sup> CIRCLE  
WESTMINSTER 80021  
*Cell Phone:* 303-618-8491  
  
*Email:* bryanstickets@aol.com

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**PRESIDENT-  
ELECT**  
(Exp 04/01/2019) **JEFF MODELMOG**  
2316 MEADOW CT.  
RIFLE, 81650  
*Cell Phone:* 970-379-8225  
  
*Email:* tireguy@rof.net

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**SECRETARY-  
TREASURER**  
(Appointed) **JEFF MODELMOG**  
2316 MEADOW CT.  
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**PAST  
PRESIDENT**  
(Expires 04/01/2019) **CHRIS TOURSCHER**  
2225 CALAIS DR. UNIT H  
LONGMONT, 80504  
  
*Cell Phone:* 303-875-7906  
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**RULES  
INTERPRETER**  
(Appointed) **SCOTT COCHRAN**  
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ARVADA 80007  
  
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**CHSAA  
ASSISTANT  
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**CHSAA  
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**CHSAA  
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COMMISSIONER  
OFFICIALS  
LIAISON** **TOM ROBINSON**  
14855 E SECOND AVE  
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**CHSAA  
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ASSISTANT** **MONICA TILLMAN**  
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*Email:* mtillman@chsaa.org

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*Softball Area Directors  
2017-2018*

<i>1 - Denver Metro</i>	<i>3 - Ft. Collins/ Greeley</i>	<i>5 - Colorado Springs/ Canon City</i>	<i>7 - Western</i>
<i>2 - Boulder/ Longmont</i>	<i>4 - Northeast</i>	<i>6 - Pueblo</i>	<i>8 - Southeast</i>

**1 SHELLY WESTOVER** (Expires 04/01/2019)

6407 LEE ST.  
ARVADA 80004  
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**4 RON METCALFE** (Expires 04/01/2018)

422 S. ALBANY  
YUMA 80759  
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**1 GREG HASTINGS** (Expires 04/01/2018)

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DENVER 80235  
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**5 MICHAEL ROMERO** (Expires 04/01/2018)

69 CALLEY CIRCLE  
DIVIDE 80814  
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**1 TERRY REED** (Expires 04/01/2019)

6905 S. ROBERTSDALE WAY  
AURORA 80016  
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**5 KENNY RANKIN** (Expires 04/01/2019)

2080 WOODSONG WAY  
FOUNTAIN, 80817  
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**2 JON BARTLEY** (Expires 04/01/2018)

4428 BELLA VISTA DR.  
LONGMONT, 80503  
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**6 CAL MARTIN** (Expires 04/01/2016)

3519 LARCH PL.  
PUEBLO 81005-2602  
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*Work Phone:* (719) 584-0628  
*Email:* callmartin@yahoo.com

**3 BILL CRABTREE** (Expires 04/01/2018)

3126 21<sup>ST</sup> AVE  
GREELEY 80631  
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**7 WALLY DIEDE** (Expires 04/01/2019)

575 28 ½ RD #71  
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**3 CHUCK FRENCH** (Expires 04/01/2019)

8105 22<sup>ND</sup> ST.  
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*Work Phone:* (970) 930-3791  
*Email:* chucklfrench@aol.com

**8 ANTHONY RANGEL** (Expires 04/01/2017)

1202 MULLINS LANE  
LA JUNTA, 81050  
*Cell Phone:* (719) 469-6955  
*Email:* rangelfamily@centurylink.net

## 2017 CLASSES/MEETING DATES

### AREA 1 – DENVER METRO-UPDATED 05/26/17

Shelly Westover	720.327.0702 (cl)	shellagator@live.com
Greg Hastings	303.503.7598 (cl)	gjhastings@comcast.net
Terry Reed	303.726.0353 (cl)	refterry@hotmail.com

CLASSES/MEETINGS	DATES	TIME	LOCATION
NEW Umpires	July 24, 25, 26, 27, 31 Aug 1, 2	6-8:30pm	Rock Canyon High School Contact Greg Hastings for more information at <a href="mailto:gjhastings@comcast.net">gjhastings@comcast.net</a> or 303.503.7598
FIELD CLINIC (New Umpires)	TBA		
<b>MASTER CLINIC</b>	<b>August 13</b>	<b>9-12:30pm</b>	<b>PRAIRE VIEW HIGH SCHOOL</b>
<b>3-MAN FIELD CLINIC</b>	<b>Sept 17</b>	<b>9-12pm</b>	<b>TBD</b>
<b>3-MAN CLASSROOM</b>	<b>Sept 21</b>	<b>7-9PM</b>	<b>Arvada HS</b>
Test for NEW Umpires	<b>August 2</b>	6-8pm	Rock Canyon HS
Test for VETERAN Umpires	<b>ONLINE</b>		Online
<b>Area Meetings **</b>	Aug. 16 Aug. 24 Aug 28 Sept. 5 Sept. 13 Sept. 21 Arvada Only Sept 26 Oct 4	7:00pm	Rock Canyon and Arvada Rock Canyon and Arvada Rock Canyon and Arvada Rock Canyon and Arvada Rock Canyon and Arvada Arvada HS Rock Canyon and Arvada Rock Canyon and Arvada

\* You must attend one MASTER CLINIC and one FIELD CLINIC every 2 years to be able to work play-offs.

\*\* You must attend 50% of area meetings- this years requirement is four (4) meetings to meet the attendance requirement.

\*\*\* THE MEETINGS AT ROCK CANYON HIGH SCHOOL WILL BE HELD IN ROOM 4119-4124-THIS IS THE 4000 WING OF THE SCHOOL, LOCATED ON THE BACK SIDE OF THE SCHOOL(FIELD AND TENNIS COURT SIDE)- IN THE NORTH CORNER- THERE IS A PLAY GROUND BY THE ENTRANCE.

### AREA 2 – BOULDER/LONGMONT-UPDATED 06/20/2017

Jon Bartley	303.330.4356 (hm/cell)	jon.bartley@oracle.com
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CLASSES/MEETINGS	DATES	TIME	LOCATION
<b>NEW Umpires</b>	Aug 1, 14	6pm	Rocky Mountain Christian Church
<b>Field Clinic for new umpires</b>	TBA	TBA	TBA
Test for NEW Umpires	TBD		
<b>Master Clinic</b>	<b>August 14</b>	<b>6pm</b>	<b>Rocky Mountain Christian Acad</b>
Master Field Clinic	Sept 18	6pm	RMCA
Test for VETERAN Umpires	<b>ONLINE</b>		<b>ONLINE</b>
<b>Area Meetings</b>	Aug 26 Sept 11, 25 Oct 9	6pm	Rocky Mountain Christian Academy 9447 Niwot Rd. Niwot, CO 80503

Every umpire must attend one Master Clinic and one Field Clinic every 2 years to be eligible for post-season play.

**AREA 3 – FT. COLLINS/GREELEY-UPDATED 07/25/17**Bill Crabtree  
Joseph Ryan970.301.2483 (hm)  
970.266-9768 (hm)bcrabtree@weldcountygara.com  
joseph.ryan@lsi.com

CLASSES/MEETINGS	DATES	TIME	LOCATION
NEW Umpires	July 17, 19, 26, 31	6:30pm	Weld County Garage
Test for NEW Umpires	<b>August 7</b>	6:30pm	Severance Middle School RM B104
MASTER CLINIC(classroom)	Sept 10	9am	Severance Middle School
MASTER CLINIC(field)	July 23	9am	Severance Middle School Field
Area Meetings	Aug 7, 15, 21, 29 Sept 6, 20 Oct 2	6:30pm	Severance Middle School RM B104
Scrimmages	TBA		
Area Master Clinic			
Area Master Field Clinic			

Every umpire must attend one Master Clinic and one Field Clinic every 2 years to be eligible for post-season play.

**AREA 4 – NORTHEAST-UPDATED 06/01/17**

Ron Metcalfe 970.630.8016 (cell)

rmet322@yahoo.com

CLASSES/MEETINGS	DATES	TIME	LOCATION
NEW Umpires	July 31 Aug 7	TBA	Akron High School
Master Clinic	TBA		
Field Clinic	TBA		
Test for NEW UMPIRES Test VETERAN Umpires	<b>Aug 14 Online</b>		Akron High School
Area Meetings	Aug 28 Sept 11, 25 Oct 2	TBA	Akron High School

Every umpire must attend one Master Clinic and one Field Clinic every 2 years to be eligible for post-season play.

**AREA 5 – COLORADO SPRINGS/CANON CITY-UPDATED 07/11/17**

Mike Romero 719.649.8667

fireman225@msn.com

Kenny Rankin 719.302.0208 (hm)

719.963.4157

sfcrankin@live.com

CLASSES/MEETINGS	DATES	TIME	LOCATION
NEW Umpires	July 11, 18, 25 August 1	6:00pm	Trinity United Methodist Church 701 N. 20 <sup>th</sup> St. Colorado Springs, CO
NEW Umpires Mechanics Clinic	<b>TBA</b>		
Test for NEW Umpires	<b>August 7</b>	6pm	Trinity United Methodist Church
MASTER CLINIC	<b>AUGUST 13</b>	<b>8AM</b>	<b>FOUNTAIN-FT.CARSON HS</b>
MASTER FIELD CLINIC	TBA		
Test for VETERAN Umpires	COMPLETED ONLINE		COMPLETED ONLINE
Area Meetings	July 26 Aug 9, 16, 23, 30 Sept 6, 20, 27	6:00pm	Trinity United Methodist Church

Every umpire must attend one Master Clinic and one Field Clinic every 2 years to be eligible for post-season play.

**AREA 6 – PUEBLO/SOUTHEAST-UPDATED 07/25/2017**

Cal Martin 719.564.7618 (hm) 719.250.5257(cell) callmartin@yahoo.com

CLASSES/MEETINGS	DATES	TIME	LOCATION
NEW Umpires	July 27, 28 Aug 1, 2, 3, 4	5:30pm	Runyon Field meeting room
Test for NEW Umpires Test for VETERAN Umpires	<b>August 14</b> <b>(ONLINE)</b>	6:00pm	Runyon Field meeting room
<b>FIELD CLINIC</b>	Aug 13 Aug 19	9am 8am	Pueblo West Softball Field Stauter Fields
<b>Area Meetings</b>	Aug 2, 9, 16, 23, 30 Sept 6, 13, 20, 27 Oct 4, 11	6PM	Runyon Field meeting room

Every umpire must attend one Master Clinic and one Field Clinic every 2 years to be eligible for post-season play.

**AREA 7 – WESTERN-UPDATED 06/16/2017**

Wally Diede 970..245.6285(hm) wally39@bresnan.net

CLASSES/MEETINGS	DATES	TIME	LOCATION
NEW Umpires	August 20		Contact Wally
Test for NEW and VETERAN Umpires	<b>August 13</b>		Contact Wally
<b>Master Clinic</b>	August 20		Contact Wally
<b>Master Field Clinic</b>	August 19		Contact Wally
<b>Area Meetings</b>	Aug 10, 23, 30 Sept 6, 20 Oct 4, 11		Contact Wally

Every umpire must attend one Master Clinic and one Field Clinic every 2 years to be eligible for post-season play.

**AREA 8-SOUTHEAST-UPDATED 06/19/17**

Anthony Rangel 719..469.6955 rangelfamily@centruylink.net

CLASSES/MEETINGS	DATES	TIME	LOCATION
NEW Umpires	July 16	5:30pm	School District Building in LaJunta
Test for Veteran Test for New	TBA		
<b>Master Clinic</b>	<b>TBA</b>		
<b>Master Field Clinic</b>	<b>TBA</b>		
<b>Area Meetings</b>	<b>TBA</b>		

Every umpires must attend one Master Clinic and one Field clinic every 2 years to be eligible for post season play.





## **PRE-GAME SPORTING BEHAVIOR PROCEDURE**

### **Statement Read**

Coaches are your players properly and legally equipped? We expect the highest standards of sporting behavior at today's game. Good luck to both teams.

### **CHSSUA Sportsmanship Policy**

We, the officials of the Colorado High School Softball Umpires Association, must maintain the highest standards of sportsmanship. We must constantly uphold the honor, integrity and dignity of our profession as softball umpires and provide a role model for coaches, fans, players and fellow member. We must set the standards and encourage fair play both on and off the field.

## **CHSSUA Master Classroom Clinic**

**Sunday, August 13**

**8:00 a.m. registration**

**9:00-12:30 Classroom sessions**

**Prairie View High School**

**12909 E. 120<sup>th</sup> Ave**

**Henderson, CO 80640**

**REMINDER:** You must attend on Master Clinic and one Field Clinic every 2 years to be eligible to work playoffs. You must attend 50% of area meetings-this year's requirement is four (4) to meet attendance requirement.

# *Softball Assigners*

## *2017-2018*

### ***League***

**CENTENNIAL**

DENVER

**WESTERN**    BERNIE GOSS  
cwoag@acsol.net

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### ***Leagues***

**CONTINENTAL  
FRONT RANGE  
SKYLINE  
UNION PACIFIC**

JERRY LETOFSKY-ASO  
HAL WEIZMAN-ASO

7005 LEETSDALE DR # A27  
DENVER 80224 OR  
P O BOX 461990  
AURORA 80046-1990  
(303) 355-2823 or (303) 680-2013  
assignorasocsoa@aol.com  
aleto38676@aol.com

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**NORTHERN**    TOM GALLATIN  
**TRI-VALLEY**   tag7882@comcast.net

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### ***League***

**DENVER**

DONNA WINGO

DPS ATHLETICS  
2700 W. 7<sup>th</sup> Ave.  
Denver 80204

(720) 423-4240  
Donna\_wingo@dpsk12.org

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### ***League***

**JEFFCO**

DALE VELICHKOFF  
JEFFCO ATHLETICS  
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GOLDEN 80401-4001

(303) 982-6636  
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**METRO**

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## **REQUIREMENTS FOR SOFTBALL COACHES MEETINGS**

If a CHSSUA member is asked to cover a “new rules” meetings for a league or coach prior to the state of the season the following procedures **MUST** occur:

1. The official **MUST** be approved by the STATE RULES INTERPRETER to be considered as an appropriate official to present at the Coaches Meeting(s).
2. The officials **MUST** print out the Non-Approved Bat List from the ASA site. This should be included in the handout given to coaches. The officials should also be able to answer questions pertaining to bats.
3. The official **MUST** be very knowledgeable on all NFHS Rules and be able to answer any rules questions presented by the coaches.
4. The official **MUST** talk to their Area Director or the State Rules Interpreter prior to the meeting if they have any questions or concerns.

At the end of the meetings, the officials should remind the coaches to evaluate the umpires after every game and to vote for post-season umpires prior to playoffs. The officials is requested to go over this 4 step process for umpires:

1. Coach fills out the evaluation on Arbitersports.com or they can email their evaluation to an Area Director in their assigned area.
2. That evaluation is forwarded to Tom Robinson at CHSAA by Arbiter.
3. Tom forwards evaluation to Bud Ozzello at CHSAA who then forwards on to President.
4. President directs to Area Director for follow up if warranted.

# COLORADO HIGH SCHOOL SOFTBALL UMPIRES ASSOCIATION

## CONSTITUTION

### ARTICLE I - NAME

The name of this organization shall be the Colorado High School Softball Umpires Association hereinafter known as CHSSUA.

### ARTICLE II - PURPOSE

The purposes of CHSSUA are:

1. To promote the welfare of the game of Softball, its players and officials;
2. To maintain the highest standard of Softball officiating;
3. To encourage the spirit of fair play and sportsmanship;
4. To make available at all times an adequate number of thoroughly trained and capable officials; and
5. To cooperate with all organizations officially connected with the game of Softball in furthering its interests and ideals.

### ARTICLE III - MEMBERSHIP

#### **Section 1 - Classes of Members**

CHSSUA will classify its members as follows:

- (a) **ACTIVE** - Those members who have met the minimum requirements for membership as set forth in the By-Laws and those members who continue to fulfill their minimum attendance, financial obligations and other requirements as set forth in the By-Laws; or
- (b) **INACTIVE** - A previously Active member who desires to remain affiliated with CHSSUA but who gives up his/her right to officiate Softball games during the period this status of membership is elected. Inactive status can only be granted by the Executive Committee and only to a person who has been an Active member for at least three years immediately preceding his/her application for this status; or
- (c) **PROVISIONAL** - A person who has met the requirements of Article I, Section 4, of the By-Laws. Provisional status may continue for as long as requirements of Article I, Section 2 of the By-Laws are met.
- (d) **HONORARY** - A person who has met the requirements of Article II, Section 3 of the By-Laws. This person does not pay annual dues and may or may not be an active softball official each year.

#### **Section 2 - Required Attendance**

The following information contains the attendance requirements for all CHSSUA Active and Provisional members in order to be eligible for Varsity contests and to be considered for Post Season assignments. This section also establishes the Master Clinic, Field Clinic, and 3 Person Mechanics.

- a. All Active and Provisional members shall be required to attend a minimum number of meetings per area. This number of meetings is set at four (4) per season, which may include the three (3) person clinic. Members may attend only one (1) meeting per week for credit towards this requirement. If a meeting is attended outside of the official's area, it will count toward this requirement. It is the official's responsibility to have the respective "outside" Area Director(s) notify and confirm to the regular Area Director that the said officials was in attendance.
- b. If an Active or Provisional member fails to meet the mandatory meeting requirements, (s)he will be deemed ineligible for the annual draw for the upcoming season and will be declared ineligible to work varsity contests (including post season) until all of the attendance requirements are met. Exception: See e and f below.
- c. All active and provisional members shall also be required to attend a Master Clinic and a Field Clinic once every second year.
- d. All umpires selected for post-season play must attend at least one (1) three-person mechanics clinic each year to meet the State Championship Weekend post-season requirements. An official does not have to attend the three-person clinic to work the Regional Tournament games (the weekend before the championships). CHSSUA Area Directors will hold a three-person clinic for their own membership to meet this requirement.

Area Directors will announce their scheduled three-person clinic to the entire CHSSUA membership, so a member may attend. The CHSSUA Executive Committee will establish the criteria for these clinics to ensure uniformity among umpires. NOTE: The 3-person clinic will occur in each area no later than the third Sunday of September, which is prior to the Executive Committee Post Season Selection meeting.

Area Directors and the Executive Committee will announce all 3-person clinics to all CHSSUA members, so they may attend a 3-person clinic. Any unannounced or unapproved 3-person clinics will not count and said umpire will not be eligible for (State Championship Weekend) post-season consideration.

- e.
- f. Military Members: Exemptions to this requirement may be considered by the CHSSUA Executive Committee upon request by any member who is a member of the US Military, deployed or stationed outside of the area during their membership year(s) and cannot meet these requirements. This will be decided on a case by case basis by the CHSSUA Executive Committee.
- g. Other Members: Exemptions to this requirement may be considered to the CHSSUA Executive Committee upon the request of the member who is assigned work commitments outside of the State of Colorado during the membership year(s) and cannot meet these requirements. This will be decided on a case by case basis by the CHSSUA Executive Committee.
- h. For any member requesting an exemption in e or f above, all post season considerations will be decided individually on a case by case basis by the CHSSUA Executive Committee.

### **Section 3 - Financial Obligation**

Members shall be required to pay all dues to the Secretary-Treasurer by designated dates. A late fee will be assessed to be eligible for the draw.

### **Section 4 - Governing Authority**

Members shall comply with all requirements of the Constitution and By-Laws.

### **Section 5 - Rights and Responsibilities of Members**

Members shall wear the official uniform; officiate only with other members of CHSSUA; comply with provisions of behavior; and shall receive benefits as set forth in the By-Laws.

## **ARTICLE IV - EXECUTIVE COMMITTEE**

### **Section 1 - Formation**

The CHSSUA Executive Committee shall be divided into seven Areas namely:

- Area 1 - Denver Metro
- Area 2 - Boulder/Longmont
- Area 3 - Fort Collins/Greeley
- Area 4 - Northeast
- Area 5 - Colorado Springs/Canon City
- Area 6 - Pueblo
- Area 7 - Western
- Area 8 - Southeast

### **Section 2 – Membership and Area Representation**

The Executive Committee shall be composed of the officers and highest vote recipients elected by ballot in each of the eight Areas.

Each Area shall be entitled to a minimum of one representative on the CHSSUA Executive Committee.

### **Section 3 - Election to Executive Committee**

3a-Each Area will notify the Secretary-Treasurer no later than April 1 of each appropriate year of those active members from that Area who shall serve as candidates for positions on the Executive Committee; **from here-on-in, known as Area Directors**. Only Active members from a given Area may elect representatives to the Executive Committee from that Area. All representatives shall serve two-year terms.

3b-An Area Director can only be nominated and elected if he/she is an active member, in good standings, with CHSSUA, and is not involved as a league or district assignor, or other position, that may cause a conflict of interests within the Executive Committee and their required duties.

3c- Rules Interpreter can only be nominated and elected if (s)he is an Active member in good standing with CHSSUA and is not involved as a League or District Assignor or other position that may cause a conflict of interest within the Executive Committee and their required duties.

The Executive Committee shall consist of the President, President Elect, Secretary-Treasurer, Immediate Past President, Area Directors and Rules Interpreter.

#### **Section 4 – Quorum**

A quorum shall consist of one-half of the total membership of the Executive Committee.

#### **Section 5 - Members**

The Executive Committee shall consist of the President, President-Elect, Secretary-Treasurer, Immediate Past President and the Area Directors.

#### **Section 6 - Voting**

Each member of the Executive Committee shall be entitled to one vote. Written proxy may represent a member.

#### **Section 7 - Terms of Membership**

Terms of membership on the Executive Committee shall be for a period of two (2) years. Exception: Rules Interpreter will be a minimum of five (5) years.

#### **Section 8 - Required Meetings**

Members of the Executive Committee shall meet prior to the annual Master Clinic and at such other times as determined by the Executive Committee for the purpose of determining policies, rules, regulations and acting upon such other business as may be properly brought before the Executive Committee. CHSSUA, per Article III, Section 2 of the By-Laws, will reimburse representatives from each Area for expenses to attend mandated meetings.

#### **Section 9 - Area Meetings**

Each Area shall conduct a minimum of four (4) meetings during a season, one of which may include the three (3) person clinic. At least one of these meetings shall be devoted to rules study and officiating procedures.

#### **Section 10 - Training Programs (Clinics)**

A Field Clinic will be conducted prior to the season. Each Area shall establish a training program, which includes Clinics, for applicants and members.

### **ARTICLE V – DUTIES OF THE EXECUTIVE COMMITTEE**

#### **Section 1 – General Duties**

The Executive Committee shall handle all business of CHSSUA occurring between the annual or other meetings of CHSSUA; shall be responsible for the financial administration of CHSSUA; shall arrange for an annual audit of accounts; and shall arrange the annual meeting of the Executive Committee and the annual Master Clinic; the Executive Committee may authorize sub-committees as desired; however, the Chairman of any such sub-committee shall be a current and Active member of CHSSUA.

#### **Section 2 - Review Unethical and Unprofessional Conduct**

Review unethical and unprofessional conduct of members and take appropriate action deemed necessary.

#### **Section 3 - Appoint a Rules Interpreter**

The Executive Committee shall appoint the position of Rules Interpreter every five (5) years. The Rules Interpreter must be a current and Active member of CHSSUA during their appointment as they serve as a member of the Executive Committee. If the Rules Interpreter cannot fulfill the term obligation, (s)he shall inform the President in writing. Once accepted, the Rules Interpreter's vacancy will be filled per Article VI, Section 6 of the CHSSUA Constitution.

#### **Section 4 - Election Ballots**

The Executive Committee shall prepare all necessary ballots as well as make nominations for the positions of President, President-Elect and members of the Executive Committee.

### **ARTICLE VI - OFFICERS**

#### **Section 1 - Titles**

The officers of CHSSUA shall be the President, President-Elect, Secretary-Treasurer and Immediate Past President.

#### **Section 2 - Term of Office**

The term of office of the President and the President-Elect shall be for a period of two years. When the President has served his two-year term, or if he should not be able to complete such term, he shall be succeeded by the President-Elect. Each such officer shall not have the right to succeed himself in that office for a period of four years thereafter. The Secretary-Treasurer and Rules Interpreter shall be appointed and serve at the pleasure of the Executive Committee.

#### **Section 3 - Nominations**

The Executive Committee shall nominate candidates for the office of President and President-Elect.

#### **Section 4 - Election**

The election of the President-Elect and members of the Executive Committee shall be electronically submitted via an approved CHSAA website by the Active members registered on April 1<sup>st</sup> of the election year and a plurality vote shall elect. If an eligible member cannot perform on-line voting due to technical reasons beyond their control, they may mail or email their selection to CHSAA Officials Administrative Assistant. Ballots shall be submitted during the voting session and will not be accepted either electronically or post marked after midnight April 1<sup>st</sup> of the election year. Ballots that are received after midnight or post mark after April 1<sup>st</sup> shall not be counted and will be rendered null and void. In the case of tie for any of the above positions, the Executive Committee shall break the tie. The Secretary-Treasurer shall inform CHSAA Officials Administrative Assistant of the nominated candidates, request to have the candidates ballots placed on-line and inform the eligible membership of the elections before March 1<sup>st</sup> of an election year.

#### **Section 5 - Assuming Duties**

The newly elected officers shall assume office on April 15 following their election.

#### **Section 6 - Vacancy**

The Executive Committee shall have the power to fill a vacancy in any office, except President and President-Elect, between the annual mail ballot. When the Executive Committee makes an appointment to fill a vacancy, such appointment will be until the first annual meeting following such appointment. In case there is a vacancy in the office of President, the President-Elect shall become President. Should the office of President-Elect become vacant, it shall remain so until it can be filled by the next annual mail ballot following the creation of the vacancy.

### **ARTICLE VII - DUTIES OF OFFICERS**

#### **Section 1 - Duties of President**

The President shall preside at all meetings of the Executive Committee and shall supervise the activity. In consultation with the Executive Committee, he shall set the exact date, time and place of the annual meeting of the Master Clinic and Executive Committee meetings. The President or his designee shall be present at the draw.

## **Section 2 - Duties of Secretary-Treasurer**

The duties shall be as follows:

- (a) Shall keep complete and accurate records of all monies received and disbursed and he shall disburse all monies under the direction of the Executive Committee and submit written reports of the treasury at each annual meeting;
- (b) Shall act as Secretary at all proceedings of the Board of Directors and the Executive Committee; and
- (c) Shall answer all correspondence promptly and maintain a correspondence file of CHSSUA; and
- (d) May, with the permission of the Executive Committee, utilize the services of such additional help as may be needed to meet the responsibilities of the office.

## **Section 3 - Duties of Assistant Secretary-Treasurer**

This is a representative from the Colorado High School Activities Association.

The duties shall be as follows:

- (a) Shall assist the Secretary-Treasurer in maintaining precise and accurate records of the treasury and membership of CHSSUA.
- (b) Shall keep complete and accurate records of membership and shall see that a directory is made available to every member by the start of the Softball season.

## **Section 4 - Duties of Immediate Past President**

Shall serve on the Executive Committee and serve as an advisor to the President.

## **Section 5 – Duties of the President-Elect**

Shall serve on the Executive Committee as an understudy of the President, to learn the position of President. They will serve as an advisor to the President when necessary. They will assume the position of President if the current President is incapacitated or unable to fulfill their term.

# **ARTICLE VIII - MEETINGS**

## **Section 1 - Annual Master Clinic and Executive Committee Meetings**

A meeting of the Executive Committee shall be held at minimum three times per year, in March, prior to the annual Master Clinic and October. The Executive Committee shall meet in March of each year for the purpose closing issues from the October meeting and preparing plans for the Master Clinic. The March meeting may be held in person or via video/tele-conference. A meeting prior to the Master Clinic, either by tele-conference, email(s) or the morning of, will be to finalize plans for the annual meeting and the Master Clinic. The October meeting will be held on the Friday evening following the first round of State Softball Championships in person by all members of the Executive Committee and, when possible, a CHSAA representative. It is recommended that the State Rules Interpreter attend so that any rule issues could be discussed. Other meetings may be held as deemed necessary by the President or a majority of the Executive Committee.

## **Section 2 - Special Meetings**

Special meetings may be called by the President or upon the request of a majority of the Executive Committee.

## **Section 3 - Order of Business**

The order of business and the agenda for the annual meeting of the Executive Committee shall be prepared by the Secretary-Treasurer following consultation with the President.

# **ARTICLE IX - INTERPRETATION**

The Secretary-Treasurer, with approval of the President, shall have authority between meetings of the Executive Committee to make interpretations of items in this Constitution.



## ARTICLE X - AMENDMENTS

Amendments to this Constitution may be made by a two-thirds vote of the Executive Committee provided such proposed amendments are presented to members in writing by the Secretary-Treasurer at least one week prior to the time a vote is taken.

### BY-LAWS OF COLORADO HIGH SCHOOL SOFTBALL UMPIRES ASSOCIATION

#### ARTICLE I - QUALIFICATION OF MEMBERSHIP

##### **Section 1 - Who May Apply**

Anyone of the minimum age of 18 years, a graduate of high school, and who desires to umpire Softball under the jurisdiction of the CHSSUA.

##### **Section 2 - How to Apply**

Apply with the Secretary-Treasurer or the respective Area Director prior to or during the New Official Training so to complete the National Federation closed book examination as set by the Executive Board, pay the required dues, training as set forth by the Area Directors, and successfully complete and pass the National Federation written examination (closed book).

##### **Section 3 - Requirements for Active Membership**

Meet all requirements for membership in CHSSUA as listed in Article III, Section 1 of the Constitution and take the NFHS test scoring a minimum of 70% for new member and 80% for returning members to attain and/or remain in active status. Any active member who does not obtain an 80% on their National Federation examination, will not be eligible to work varsity games during the current season and is not eligible for post season selection.

##### **Section 4 - Requirements for Provisional Membership**

Each applicant shall complete the steps outlined in Article I, Section 2 of these By-Laws. The Executive Committee shall decide the minimum score on the National Federation examination acceptable for admittance as a Provisional member of CHSSUA. Such member has all the rights of an Active member for one year with the following exceptions:

- (1) May not hold office in CHSSUA;
- (2) May not officiate any playoff games or State tournament games; and
- (3) May not vote.

Provisional membership terminates when all requirements of active membership are achieved.

##### **Section 5 - Term of Membership**

Subsequently, and as long as such member remains in good standing, member shall be entitled to rights and privileges of membership and shall be bound by the rules expressed herein by the Constitution and By-Laws of CHSSUA.

## **Section 6 – Examination**

- (a) Every registered Softball umpire is required to take an annual examination. The examination shall be the National Federation Examination. All National Federation test results will be forwarded to the Secretary-Treasurer.
- (b) Veteran umpires will complete the test online, by the cut-off date published in the umpire's handbook. The test will be available for a minimum of 5 weeks. Extensions to the cutoff date will only be given by the president if problems exist with the online service.
- (c) New umpires will be given a closed book paper exam, administered by their area director(s).
- (d) If an umpire fails to take or obtain a minimum score of 80% on the National Federation examination in the preceding year, he/she will not be included in the draw with the Colorado High School Activities Association or be allowed to work any contests for the following softball season, until all requirements of active membership are achieved. If an umpire fails to obtain an 80% or better in the current year on the National Federation examination, they will not be eligible to work varsity games or post season for that year and will be removed from any assigned varsity games immediately for the remainder of the year.

## **Section 7 - Requirements for Honorary Member, Lifetime Achievement, Softball Veteran and Rookie of the Year**

The Executive Committee shall nominate candidates for Honorary Member, Lifetime Achievement, Veteran(s) and Rookie(s) of the Year during the annual October meeting. At minimum, there will be a Veteran and Rookie of the Year selection. Nominations will be discussed by the Executive Committee. The candidates have been approved, voted and accepted by majority vote of the Executive Committee. To be eligible, the following requirements should be met:

- (a) Honorary Member – The nominee does not need to be an Umpire (i.e. Dave Sanders), however the nominee shall display professionalism, respect and promote High School softball at the highest standards. An Honorary Member will remain on the roles of the Association.
- (b) Lifetime Achievement – The nominee is/was an active member in good standing with the Association for a minimum of 15 years, with 10 of those years consecutive. The nominee promoted High School Softball Umpiring and supported the betterment of the Association.
- (c) Softball Veteran of the Year:
  - Has been a member in good standing with CHSSUA for a minimum of 5 years.
  - Attended that year's Master Rule and Field Clinic.
  - Umpired a minimum of 15 High School Softball games (at least 10 at the Varsity level) that season.
  - Scored a minimum of 90% on the High School Softball Test.
  - Umpire recommended for post season assignments that season.
  - Umpire's appearance, professionalism on and off the field and demeanor are of the highest standards.
- (d) Softball Rookie of the Year:
  - Either a first or second year member in good standing with CHSSUA.
  - Attended that year's Master Rule and Field clinic
  - Umpired a minimum of 15 High School Softball games that season.
  - Scored a minimum of 80% on the High School Softball Test.
  - Umpire's appearance, professionalism on and off the field and demeanor are of the highest standards.

## **ARTICLE II -FEES, DUES AND ASSESSMENTS**

### **Section 1 - CHSSUA Fees**

The annual fee which includes the annual National Federation renewal membership fee shall be set by the Executive Committee. The fee must be paid by the date determined by the Executive Committee. Should the annual renewal fee not be paid prior to the established date, the member will be declared delinquent and not qualified to accept officiating assignments. Changes in the annual fee shall be recommended by the Executive Committee who will have final authority. A two-thirds approval of those present and voting will determine the approval.

### **Section 2 - Registration Fee**

A prospective member shall pay the appropriate fee at the time of registration to take the examination for membership.

### **Section 3 - Special Membership Fees**

Honorary members selected by the Executive Committee will be listed in the Handbook without a fee.

## **ARTICLE III - RULES OF PROCEDURE**

### **Section 1 - Quorum**

A quorum for the transaction of business shall be one-half of the total membership of the Executive Committee or their proxy.

### **Section 2 - Expenses**

Approved expenses of CHSSUA members who have been duly authorized to attend meetings of the Executive Committee or to otherwise travel on Executive Committee or CHSSUA business shall be paid from the funds of CHSSUA at a rate per mile as determined annually by the committee and in addition be allowed meals and room expenses directly incurred with that business.

## **ARTICLE IV - OFFICIATING PRIVILEGES AND RESPONSIBILITIES**

### **Section 1 - Area Restrictions**

There are no restrictions upon members as to where they may officiate, providing they meet the requirements set forth in Sections 2, 3 and 6.

### **Section 2 - Types of Games**

Members may officiate at any level of Softball they choose, providing they meet the requirements set forth in Sections 2, 3 and 6.

### **Section 3 - Wearing Official Uniform**

Members shall wear the official uniform of CHSSUA while officiating games that come under the jurisdiction of the Colorado High School Activities Association. It is recommended, but not required, that umpires be dressed alike. Umpire undergarments shall not be exposed other than an open neckline.

1. Blue hat - no markings;
2. Powder blue pullover shirt(short or long sleeve) with navy and white piping on the collar and sleeves(wearing a long sleeve turtleneck under the short sleeve shirt as the outer garment is not acceptable;
3. White t-shirt (if worn);
4. Navy blue turtleneck;
5. Navy blue v-neck sweater with no patches;
6. Navy blue jacket with powder blue piping on the shoulders with no patches;
7. Black gloves (if worn);
8. Black belt;
9. Heather gray trousers;
10. Polished shoes, predominately black but white trim or markings permissible;
11. Navy blue or black socks; and
12. Navy blue or gray ball bag.

### **Section 4 - Dress Code**

A member shall be neatly groomed. Specific recommendations may be adopted by the Executive Committee.

### **Section 5 – Discrimination**

*CHSSUA prohibits unlawful discrimination or harassment because of race, color, creed, religion, national origin, citizenship, sex, age or physical or mental disability.*

### **Section 6 – Sexual Harassment, Intimidation and Violence**

*CHSSUA prohibits sexual harassment, intimidation and/or violence. The adopted definitions are:*

Sexual harassment is a form of sex discrimination that violates federal law. Sexual harassment is illegal. Sexual harassment includes requests for sexual favors, sexually motivated physical conduct, or other verbal or physical conduct or communication of a sexual nature.

Sexual intimidation is conduct that subjects members of either gender to humiliation, embarrassment or discomfort. Sexual intimidation can be verbal or non-verbal.

Sexual Violence is any act of physical aggression that includes a sexual act or sexual intent. Sexual violence could include, but is not limited to, touching, grabbing, or patting another person's intimate body parts, coercive sexual touching or coercive sexual intercourse. Using force or the threat of force to engage in sexual touching or sexual intercourse also constitutes sexual violence.

### **Section 7 - Ejections**

All ejection of coaches or players must be reported to CHSAA and an Area Director the following work day by telephone and in writing within seventy-two (72) hours after the incident.

## **ARTICLE V – DISCIPLINE OF MEMBERS**

### **Section 1 – Philosophy**

CHSSUA believes that all of its members should strive to provide a healthy, safe and appropriate environment for athletic competition. This philosophy dictates that each individual involved with interscholastic competition be treated with dignity and respect. An integral part of an official's role is awareness of what behaviors or practices are considered unacceptable; hence, it behooves each and every official to be fully knowledgeable of the responsibilities promulgated in Article IV of these By-Laws.

## **Section 2 – Grounds for Discipline**

A member may be placed on probation, suspended for not more than one year or may be expelled for failure to comply with the established authority or regulations of CHSSUA Areas, or Executive Committee or for delinquency in payment of authorized charges, or for any other conduct conclusively established to be contrary to the best interests of Softball. This disciplinary action shall be at the area level. This disciplinary action shall be at the Area level. (Umpires transferring from one area to another area, the new area needs to contact the prior area to ensure there were no disciplinary actions.)

## **Section 3 – Right of Hearing**

A member may not be placed on probation, suspended or face expulsion until afforded the right to be heard in person or by a written statement presented on member's behalf. The member shall be notified of pending disciplinary proceedings by Certified Mail, Return Receipt Requested, and shall be afforded a minimum of ten days to respond thereto. However, the Executive Committee is empowered to enforce temporary suspension of members under extreme circumstances where the ultimate best interests of the organization appear in jeopardy.

## **Section 4 – Notice of Discipline**

When a member is placed on probation, suspended or expelled, the Executive Committee shall notify all concerned that such member is no longer able to accept assignments or officiate as a member of CHSSUA. No member shall knowingly officiate with a member who is in a disciplinary status.

## **Section 5 – Appeal**

Any member who has been placed on probation, suspended or expelled may appeal such sanctions by written notification to the Executive Committee of CHSSUA. Such appeal must be postmarked or hand delivered to the Executive Committee within ten days and the resulting decision of the Executive Committee will be final.

## **Section 6 – Jurisdiction**

If an Area shall fail to act under any of the causes set forth in Section 2, the Executive Committee may take jurisdiction and administer probation, suspension or expulsion. If the Executive Committee takes action and an appeal is requested, the Executive Committee will create an Appeals Committee comprised of at least three area directors not directly involved in the situation. This Appeals Committee will also be comprised of two at-large members of uninvolved areas.

## **Section 7 – Code of Ethics**

CHSAA game officials are expected to abide by the code of ethics for their respective associations, including proper, accepted social conduct. Violation of this By-Law will be investigated and, if substantial, the official may be suspended from the officials association and CHSAA contest for a specific period. (NOTE: Repeated violations may result in the official not being allowed to register as a softball official.)

Any official who has been suspended or expelled may appeal the action by an appearance before the CHSAA Executive Committee. The decision of the CHSAA Executive Committee shall be final.

This by-law allows the Association and officials' organizations to discipline officials who have been arrested or convicted of crimes. It allows the Association and officials' organizations to remove the offending official for conduct detrimental to interscholastic athletics and activities. All officials' organizations are required to place this by-law in their organization's constitution.

At the January 21, 1999, Board of Control meeting the board voted 54-0 to adopt Proposal S-1- Officials' Conduct. Athletic By-laws, Article 27, Rule 2760 to read:

## **OFFICIALS' CONDUCT**

Any official who has been registered by his/her parent officials' group may be suspended and/or banned from the CHSAA registered list of officials for a specified amount of time (including a lifetime ban) by action of the officials' organizations' governing board, when:

- 1) It has been shown that the official is guilty of unethical conduct; or
- 2) The official refuses to promptly file reports requested by the Commissioner's office and such reports are deemed pertinent to the conduct of coach, contestant, official or school competing under the jurisdiction of the CHSAA; or
- 3) If the official, as an adult, has been convicted of or has pleaded "guilty" or "no contest" to any criminal charge due to conduct that adversely affects the ability or appropriateness of the official to perform officiating duties in interscholastic athletics or activities; or
- 4) If the official has engaged in any illegal, unethical, or immoral conduct that adversely affects the ability or appropriateness of the official to perform officiating duties in interscholastic athletics or activities; or
- 5) It is deemed that the official's conduct is detrimental to interscholastic athletics and activities.
- 6) The official has been banned from work as an official in another CHSAA sport or from another State Official Association.

## **ARTICLE VI - OFFICIATING FEES**

A recommended schedule of fees for officiating games which come under the jurisdiction of the Colorado High School Activities Association shall be developed through cooperative action of the Executive Committee of CHSSUA and the Colorado High School Activities Association. Establishment of such a fee schedule shall have no bearing on games that are not governed by the Colorado High School Activities Association. A member may officiate for a lesser amount or gratis in games sponsored by those unable to pay the recommended fee and where the official renders his services for the good of the game. However, at no time shall a member accept a fee for a Colorado High School Activities Association governed game that is in excess of the recommended schedule.

## **ARTICLE VII - INTERPRETATION**

The Secretary-Treasurer, with approval of the President, shall have authority between meetings of the Executive Committee to make interpretations of items in these By-Laws.

## **ARTICLE VIII - AMENDMENTS**

These By-Laws may be amended by a two-third vote of the Executive Committee or their proxy present at any regular meeting provided such proposed amendment is presented to the members in writing by the Secretary-Treasurer at least one week prior to the time a vote is taken.

## **ARTICLE IX - PROXY VOTES**

Proxy votes must be written and signed by the member submitting the proxy unless they are presumed to have the proxy of a member from their Area not in attendance at the meeting.

CONSTITUTION and BY-LAWS: Adopted: January 1988 Amended: June 2014

## Honorary Member

<u>Name</u>	<u>Induction</u>
<i>*Ken Furman</i>	1998
<i>*Dave Sanders</i>	1999
<i>Jerry Jordan</i>	2003
<i>*Dave Schmidt</i>	2005
<i>*Ted Tholen</i>	2005
<i>Dave Neidlinger</i>	2008
<i>Dave Whitford</i>	2008
<i>Dean Wooley</i>	2010
<i>*Sam Castro</i>	2011
<i>*Honorable C. James Cieminski</i>	2012
<i>Rick Bath</i>	2013
<i>George White</i>	2014
<i>Charlie Williams</i>	2014
<i>Dave Atencio</i>	2015
<i>Bob Bledsoe</i>	2015

## Lifetime Achievement

<u>Name</u>	<u>Induction</u>
<i>Mark Beaman</i>	2013
<i>Barb Joslin</i>	2014
<i>Stan Sheer</i>	2015
<i>Randy Jordan</i>	2016
<i>Tom Smith</i>	2016
<i>Lonnie Dixon</i>	2017

# Veteran of the Year

<u>Name</u>	<u>Induction</u>
<i>Tony Exum</i>	2013
<i>Randy Jordan</i>	2013
<i>Bob Kortbawi</i>	2014
<i>Tom Smith</i>	2014
<i>Bill Grey</i>	2015
<i>Dave Shackelford</i>	2015
<i>Terry Reed</i>	2016
<i>Rick Carney</i>	2017
<i>Jeff Moddelmog</i>	2017

# Rookie of the Year

<u>Name</u>	<u>Induction</u>
<i>Matt Rafferty</i>	2013
<i>Mitch Mestas</i>	2013
<i>Martin Mayo</i>	2014
<i>Dave Marcovecchio</i>	2014
<i>Chad Gefroh</i>	2014
<i>Dustin Rice</i>	2015
<i>Art Gumke</i>	2015
<i>Scott Baptist</i>	2016
<i>Dan Tocci</i>	2016
<i>Aaron Crews</i>	2017
<i>April Greer</i>	2017



# OFFICIALS

## CODE OF ETHICS

### NATIONAL FEDERATION OF STATE HIGH SCHOOL ASSOCIATIONS

The NFOA Board of Directors has developed and officially adopted the following Code of Ethics for high school officials.

#### **Declaration of Policy:**

Schools have entrusted us to assist them in the educational development of their youth through athletics. The proper operation of such a process requires that officials be independent, impartial and responsible to people they serve. In recognition of these expectations there is hereby established a Code of Ethics for all officials. The purpose of the Code is to establish guidelines for ethical standards of conduct for all officials.

**An official** must devote time, thought and study to the rules of the game and the mechanics necessary to carry out these rules so that one may render effective and creditable service in a fair and unbiased manner.

**An official** must work with fellow officials and the state association in a spirit of harmony and cooperation in spite of differences of opinion that may arise during debate of points of rules at issue.

**An official** must resist every temptation and outside pressure to use one's position as an official to benefit oneself. Under all circumstances, officials must avoid promoting the special interest of any person or group of persons other than the athletes we serve.

**An official** must constantly uphold the honor and dignity of the avocation in all personal conduct and relations with the student-athletes, coaches, athletic directors, school administrators, colleagues and the public to be worthy example to the athletes under one's jurisdiction.

**An official** will be prepared both physically and mentally, dress according to expectations and maintain a proper appearance that is befitting the importance of the game.

**An official** must remember and recognize that it is important to honor contracts regardless of possible inconvenience or financial loss.

Every member of the officiating profession carries a responsibility to act in a manner becoming a professional person. The conduct of any official influences the attitude of the public toward the profession in general as well as toward the official in particular.

# Dealing with Fans

This memo provides guidelines for handling unruly spectator behavior. There have been situations where the officials have made a bad situation worse by engaging in conversation with these unruly spectators.

Officials assigned to officiate a contest are responsible for the conduct of the contest. Controlling crowds and crowd reactions are not within the officials' province. That responsibility falls to game administrators. If spectators begin to interfere with the conduct of a contest; cause an official to become distracted through continual and unrelenting verbal abuse; or berate players, coaches, or officials in an unacceptable or vulgar manner, officials should stop the action, report the spectator(s) to the home school administration or the nearest uniformed security officer and ask that they be restrained or removed from the facility. If the home school administration or uniformed security is unwilling or unable to comply and the official does not believe the contest can be safely continued, the official must declare the contest ended at that point. If no game administrator is present, as is often the case at sub-varsity contests, officials may have to call on coaches or other school personnel to remove an unruly spectator.

Officials should never engage directly with spectators. Under no circumstance should an official ever confront, challenge, rebuke, or threaten a spectator, or make gestures of any kind toward a spectator before, during, or after a contest.

Officials should respond to threats and vulgarity from spectators by using the same good judgment they utilize when ruling on a key play. Locate the game administrator, uniformed security personnel, coach, or other school personnel and request that the unruly spectator be removed. Addressing the spectator directly is a no-win situation and often serves to make a bad situation worse.

In summary, officials should not deal directly with spectators, but may ask game management to deal with disruptive spectators. The game may be temporarily halted until the situation is resolved, but terminating a game because of problems with spectators must be an absolute last resort. Following the ejection of a spectator, please file an incident report with CHSAA.

## REPORTING PLAYER/COACH EJECTIONS

In an effort to provide proper accountability with the administration of CHSAA member schools and their support of exemplary sportsmanship, officials are to follow these procedures when it becomes necessary to eject a participant or member of the coaching staff from a contest. Needless to say, we urge preventative measures in advance so that ejections will be kept at a minimum. If a Player or Coach is ejected from a contest, the ejecting official will notify CHSAA the next work day, and an Area director within twenty-four (24) hours. They will provide a written report to CHSAA and an Area Director, within seventy-two (72) hours. Their partner will provide their written report of the incident to CHSAA and an Area Director within seventy-two (72) hours.

### PLAYER:

If it becomes necessary for an official to eject a player from a high school contest, the following procedure is to be followed:

1. Indicate to the player he/she is being ejected from the game.
2. Notify the official scorekeeper of the game of the ejection and have a notation placed in the record (scorebook).
3. Notify the coach of the ejection, the reason for the ejection and the need to replace the player immediately.
4. **Notify the CHSAA office immediately in writing USING THE FORM THAT IS FOUND AT [WWW.CHSAA.ORG](http://WWW.CHSAA.ORG), THEN OFFICIALS, THEN SPORTS, THEN SOFTBALL, THEN EJECTION REPORT. THE REPORT WILL NOT BE ACCEPTED IF IT IS NOT IN THE CORRECT FORMAT, The form may be e-mailed to Audra Cathy, [acathy@chsa.org](mailto:acathy@chsa.org).**
5. **INCLUDE THE FOLLOWING INFORMATION:**
  - a. The name of the schools competing and level of competition;
  - b. The site and date of the game;
  - c. The name and number of the player ejected;
  - d. The school he/she represents; and
  - e. The reason for the ejection.
6. Call the school Athletic Director on the next school day.

**Do not attempt to interpret the CHSAA regulations to the coach or coaches involved.**

### COACH:

If it becomes necessary for an official to eject a coach from a high school contest, the following procedure is to be followed:

1. Notify the coach of his/her ejection and ask that he/she remove themselves from the playing area immediately.
2. **Notify the CHSAA office immediately by USING THE FORM ONLINE THAT CAN BE FOUND AT [WWW.CHSAA.ORG](http://WWW.CHSAA.ORG), THEN OFFICIALS, THEN SPORTS, THEN SOFTBALL, THEN EJECTION REPORT, THE REPORT WILL NOT BE ACCEPTED UNLESS IT IS IN THE PROPER FORMAT, You may e-mail THE FORM to Audra Cathy, [acathy@chsa.org](mailto:acathy@chsa.org).**
3. **INCLUDE THE FOLLOWING INFORMATION:**
  - a. The name of the schools competing and level of competition;
  - b. The site and date of the game;
  - c. The name of the coach ejected;
  - d. The school he/she represents; and
  - e. The reason for the ejection.
4. If the head coach is ejected, ask the administrator in charge to identify the coach who is now in charge. **A game shall be forfeited if there is not a certified person available to serve as coach.**

**Do not attempt to interpret the CHSAA policy pertaining to the ejection of coaches.**

Once your immediate information is received by the CHSAA, the office will work with school administration on the prescribed corrective action with player and/or member of the coaching staff.

**ADDRESS CHANGE FOR SOFTBALL UMPIRES**

**COLORADO HIGH SCHOOL SOFTBALL UMPIRES ASSOCIATION**

14855 East Second Avenue

Aurora, CO 80011-8900

(Office) 303-364-1337 (Fax) 720-859-8792 (E-mail) mtillman@chsaa.org

NAME: \_\_\_\_\_

ADDRESS : \_\_\_\_\_

CITY: \_\_\_\_\_ ZIP \_\_\_\_\_ - \_\_\_\_\_

HM PHONE: (\_\_\_\_) \_\_\_\_\_ CELL (\_\_\_\_) \_\_\_\_\_

WK PHONE: (\_\_\_\_) \_\_\_\_\_ FAX (\_\_\_\_) \_\_\_\_\_

E-MAIL : \_\_\_\_\_

SOCIAL SECURITY NUMBER \_\_\_\_ - \_\_\_\_ - \_\_\_\_ (This is your ID#)

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**YOU MUST REGSITER ONLINE AT [WWW.ARBITERSPORTS.COM](http://WWW.ARBITERSPORTS.COM) IN ORDER TO BE CONSIDERED FOR PLAYOFF GAMES. YOU WILL ALSO BE REQUIRED TO REGISTER ONLINE BEFORE YOU WILL SHOW PAID WHEN PAYING DUES FOR THE 2017-2018 SEASON. INSTRUCTIONS WILL BE ON THE DUES NOTICE IN OCTOBER.**

# **National Federation of High School Associations Coaches and Officials Coverages 2017-2018**

**General Liability Insurance Carrier: Everest National Insurance  
Company Effective Date: July 1, 2017 – July 1, 2018**

**General Aggregate Limit: \$5,000,000 Products-Completed Operations Aggregate Limit:  
\$5,000,000 Each Occurrence Limit: \$2,000,000 Personal and Advertising Injury Limit:  
\$2,000,000 Damage to Premises Rented to You: \$300,000 Premises Medical Payments: \$5,000  
Sexual Abuse & Molestation – Each Occurrence: \$1,000,000 Sexual Abuse & Molestation –  
Aggregate: \$2,000,000 Participant Legal Liability: \$2,000,000 Crisis Response – Each  
Event/Aggregate: \$25,000 Employee Benefit Liability/Each Claim \$1,000,000 Deductible:  
\$1,000 Employee Benefit Liability Aggregate: \$3,000,000 Terrorism: Included Deductible - \$0  
(zero)**

**Excess Liability Insurance Carrier: Everest National Insurance Company Effective Date:  
July 1, 2017 – July 1, 2018 Policy Limit: \$1,000,000 Policy Form: Straight Excess General  
Aggregate Limit: \$1,000,000 Products-Completed Operations Aggregate Limit: \$1,000,000  
Terrorism: Included**

**Blanket Accident Program Carrier: United States Fire Insurance Company Effective Date:  
July 1, 2017 – July 1, 2018 Benefits: Accident Medical Expense Benefit Maximum Benefit  
\$50,000 Deductible \$250 Maximum Dental Limit (Sound and Natural Teeth)  
Included In Medical Max Accidental Death and Dismemberment Maximum Benefit \$10,000  
Heart & Circulatory Malfunction Maximum Benefit \$2,500 Physical Therapy/Chiropractic –  
per Visit \$50 Physical Therapy/Chiropractic – Maximum per Injury \$2,000 Durable Medical  
Equipment – Maximum per Injury \$1,000 Outpatient Prescriptions – Maximums per Injury  
\$1,000 Accidental Death & Dismemberment Benefit \$2,500 Benefit Period  
1 Year Covered Activities: Insured persons are covered for injury resulting from an accident  
which occurs directly from:  Activities that are scheduled, sponsored, or supervised by the  
policyholder;  Premises owned, leased or borrowed by the policyholder;  Travel scheduled,  
sponsored or supervised by the policyholder. (accident medical coverage only)  For  
officials/referees, coverage shall apply only while the member is engaging in officiating  
activities during regularly scheduled sports or activities competition, which includes assigning,  
chain crew, and attending or operating officiating camps, clinics or meetings.**

8/7/17