

WRESTLING OFFICIALS ASSOCIATION OF SECTION V CONSTITUTION
(Adopted November 13, 2012)

ARTICLE I NAME

The name of this organization shall be the WRESTLING OFFICIALS ASSOCIATION OF SECTION V (W.O.A. OF SECTION 5).

ARTICLE II PURPOSE

1. To further promote wrestling in the high school area through a better understanding of wrestling.
2. To establish a code of ethics for officials.
3. To improve the status of wrestling within the section by:
 - a. Standardizing rules and interpretations.
 - b. Continually striving to improve wrestling officiating.
 - c. Improving the relationship between coaches and officials.
 - d. Placing sources of wrestling information in the hands of coaches and officials.
 - e. Improving the caliber of wrestling in general.
 - f. To certify that all members comply with the rules and regulations of the NYSPHSAA and the NYSWOA..
 - g. To recruit and facilitate the training of new officials.
 - h. To promote high levels of sportsmanship.
4. To help develop standards for appraising and evaluating present officials and properly training new officials.

ARTICLE III MEMBERSHIP

SECTION I Active members shall consist of qualified active officials who have paid their dues and any other fees, met the 5 point plan and are members in good standing in the NYSWOA and have fingerprinting clearance from the NY State Department of Education. Each active member shall have one vote in association matters and is eligible to officiate.

SECTION II Active members are defined as follows:

1. Varsity official: a member in good standing who has been certified and has been promoted to varsity status and is certified after meeting requirements established by the WOA of Section 5 Executive Council and NY State.
2. Probationary Varsity Official: A first year varsity official in good standing who was promoted by the WOA Executive Council or who was accepted as a varsity transfer from another chapter in NY State. This person is certified after meeting requirements established by the WOA of Section 5 Executive Council and NY State. Such a person can be returned to JV status by majority vote of the WOA Executive Council because of poor ratings, an ethics violation, failure to maintain proper standards or any other reasons where conduct has been deemed detrimental to the reputation of the WOA but not serious enough to warrant dismissal from the association.
3. Probationary Official: A first year official who has successfully completed the required training program for new candidates, has been certified by meeting requirements established by the WOA of Section 5 Executive Council and NY State and has been fingerprinted in accordance with the regulations in effect for sports officials in NY State. A probationary official can be terminated by majority vote of the WOA Executive Council for failure to meet standards or requirements.
4. J. V. Official: A member in good standing who has successfully completed a minimum of one year as a probationary official and has been certified.

SECTION III A life member shall be a former member of the association who has made a significant contribution to wrestling. Life member status *must be recommended by the Executive Council and* is achieved through majority vote at one of the annual business meetings.

SECTION IV Inactive Members

1. Certified - To achieve this status, a member must notify the Executive Secretary by Nov. 1. The inactive member pays inactive (J.V.) dues and must meet the 5 point plan during the season of inactivity. A member will be allowed to hold this status for only one year if that member intends to return to original status. If the member is inactive for more than one year, that member must return to J.V. status for a minimum of one year. .
2. Uncertified - Any inactive member who does not meet the 5 point plan is uncertified and may be reinstated to previous status provided that member satisfactorily completes the probationary training program requirements.
3. Except for officiating, all inactive members are entitled to all other rights as association members.

ARTICLE IV OFFICERS

- SECTION I The elected officers of the association shall be the President, First Vice President, Second Vice President and Executive Secretary.
- SECTION II An officer may be removed by two-thirds (2/3) vote of the Executive Council whenever in their judgment the best interests of the WOA of Section 5 would be served. In addition, 2/3 vote of the certified members may petition the Executive Council to remove an officer. (Note: This is taken from the current NYSWOA Constitution.)

ARTICLE V NOMINATION AND ELECTION PROCEDURES

- SECTION I The association officers shall be elected at the annual spring business meeting by a majority vote of the qualified members present.
- SECTION II The nominating committee will prepare a list of candidates for President, First Vice President, Second Vice President and Executive Secretary. Members wishing to run for those offices must submit their names in writing to the chairperson of the nominating committee by Feb. 1. Nominations will not be accepted after this date. The membership will be notified of the official ballot in writing in advance of the spring business meeting.
- SECTION III In case any office becomes vacant, it shall be filled by an appointee of the president after consultation and approval of the majority of the Executive Council..

ARTICLE VI EXECUTIVE COUNCIL

- SECTION I The Executive Council shall consist of the Association President, First Vice President, Second Vice President, Executive Secretary, immediate Past President, and 2 members appointed by the President. The WOA President has the authority to add non-voting members to the Executive Council for advisory purposes..
- SECTION II The Executive Council has the authority to determine policy that is not stipulated in the Constitution or By-laws.
- SECTION III The Executive Council shall appoint an Assignment Coordinator who serves at their pleasure and shall determine an honorarium for that position.
- SECTION IV The Executive Council shall determine an honorarium for the Executive Secretary.

ARTICLE VII MEETINGS

- SECTION I There shall be two regular association business meetings each year. One shall take place prior to the start of the wrestling season (Fall Meeting) and the other after the conclusion of the wrestling season (Spring Meeting).
- SECTION II Other meetings will be set up throughout the wrestling season for the sole purpose of rules interpretations.
- SECTION III All officials are required to attend a compulsory meeting prior to the start of the season and sufficient meetings in order to meet the N.Y. State 5 Point Plan.
- SECTION IV Any business at the two regular association business meetings can be transacted by a majority of the members present.

ARTICLE VIII PROCEDURES

- SECTION I This Constitution may be amended at the regular fall or spring business meetings by a 2/3 vote of the members present. The proposed amendment must be submitted in writing to the Executive Secretary 60 days prior to the next business meeting. The Executive Secretary will then inform the membership no less than 30 days prior to the meeting at which the amendment will be voted upon.
- SECTION II By-laws may be adopted, amended or repealed at any association business meeting by a majority vote of the members present.
- SECTION III The constitution, amendments and by-laws shall become effective immediately upon ratification

BY-LAWS

ARTICLE I DEFINITIONS

- Varsity Official - A person who has been certified and has been promoted to varsity status after meeting the requirements established by the W.O.A. of Section V Executive Council.
- Probationary Varsity Status - This status shall be for one year following promotion to varsity pending W.O.A. of Section V Executive Council review.
- J.V. Official - A person who has been certified and has successfully completed a minimum of one year on the probationary level.
- Probationary Official - A first year official who has successfully completed required training sessions and has been certified.
- Certified Official - A person who is qualified to officiate by having met the requirements established by N.Y. State and by the W.O.A. of Section V.
- Member in good standing - A person who has met financial obligations by established deadlines and has met certification requirements.
- NYSPPSAA & NYSWOA - N.Y.State Public High School Athletic Association and N.Y.State Wrestling Officials Association These associations establish and administer the minimum certification requirements for officials in New York State.

ARTICLE II DUES

- SECTION I* Varsity dues = dual fee + \$27, JV dues = dual fee + \$25. Dues will be rounded to the nearest dollar. The WOA of Section 5 Executive Council has the authority to place a cap on the annual dues in the best interest of the membership.
- SECTION II* The annual dues for all active members will include the cost of rule books, local and state association memberships, liability insurance and the annual banquet.
- SECTION III* Life members shall pay no dues. Life members will be guests of the association at the annual banquet.
- SECTION IV* Inactive members' dues shall be the same as dues paid by J.V. officials and shall include the costs of everything provided for active members.
- SECTION V* Dues will be paid in full by November 1 or the officials will not be regarded as active for that season and that official's name will not appear on the list of officials eligible for assignments. This applies to all officials.
- SECTION VI* First year probationary candidates who successfully complete the training session must pay their dues balance at the final training session in order to qualify as a probationary official.

ARTICLE III RESPONSIBILITIES OF OFFICERS

- SECTION I* ASSOCIATION PRESIDENT
- a. Preside at association meetings
 - b. Coordinate with secretary to arrange for time and place for association meetings
 - c. Call special meetings as necessary
 - d. Establish special committees and appoint members to them
 - e. Be an ex-officio member of committees
 - f. Provide opportunities for officials to meet N.Y. State 5 point plan
 - g. Delegate and supervise evaluation of officials
 - h. Attend or delegate someone to attend NYSWOA meetings
 - i. Attend or delegate someone to attend the pre-season coaches meetings for each of the leagues serviced by the WOA of Section 5 in order to provide information on rules changes and interpretations.

- SECTION II FIRST VICE PRESIDENT
- a. Assume the duties of the president in case of the president's absence, disability or request
 - b. Assist the president with his duties
 - c. Be responsible for setting up and running the training program for new officials
 - d. Attend the N.Y. State Rules Interpretation meeting in the fall
- SECTION III SECOND VICE PRESIDENT
- a. Assist the First Vice President in carrying out the duties involving the training of new officials
 - b. Assist the First Vice President in any other duties as requested
- SECTION IV EXECUTIVE SECRETARY
- a. Record and keep minutes of all association and executive council meetings
 - b. Be responsible for all correspondence and distribution of information concerning association business
 - c. Keep an active record of all income and expenditures
 - d. Collect dues and any other fees due
 - e. Attend meetings of the NYSWOA
 - f. Perform specific duties as outlined in the Job Description for WOA Executive Secretary as established by the Executive Council

ARTICLE IV NOMINATING COMMITTEE

Membership shall consist of three members appointed by the president for the purpose of presenting a slate of association officers for election at the Spring Meeting.

ARTICLE V ETHICS COMMITTEE

A three person Ethics Board shall be appointed by the Executive Council. Board members serve 3 year terms. The terms should be staggered so that each year 1 new member is added as another member's term expires. A member of the Ethics Committee may not be a voting member of the Executive Council.

ARTICLE VI RULES INTERPRETATION COMMITTEE

- SECTION I Membership shall consist of three members appointed by the president.
- SECTION II The president shall designate himself or one of the committee members as "Official Interpreter."
- SECTION III The official interpreter is responsible for reviewing interpretations with the committee and then presenting these to the active officials. Only the official interpreter shall preside at all rules interpretation meetings.
- SECTION IV The official interpreter will make interpretations available to coaches in schools serviced by our association.

ARTICLE VII LIMITATIONS AND PENALTIES

- SECTION I An official is allowed to work only one high school, modified college dual meet or tournament per day. In addition, a meet at the same location may be worked in an emergency. In a dual meet tournament, it is recommended that an official work only two dual meets, but will be allowed to work more if assigned. The penalty for an official who violates the rule of working more than one meet in one day is that the higher fee is forfeited to the W.O.A. of Section V.
- SECTION II An official who misses an assignment without a valid reason acceptable to the Executive Council will pay a fine equal to the assignment fee to the W.O.A. of Section V. Instances of tardiness will be dealt with on an individual basis by the Executive Council.
- SECTION III Failure to pay fines or penalties will be forfeiture of the right to officiate during the following season. All fines and penalties must be paid in full by September 1 or that official's name will not appear on the list of officials eligible for assignments.
- SECTION IV The maximum number of active varsity wrestling officials shall be 50.

ARTICLE VIII GRIEVANCE AND APPEALS PROCEDURE

The purpose of the grievance and appeals procedure is to provide a mechanism for settling disputes which cannot be resolved between officials or officials and the association. This includes an appeal of a suspension or termination of a member because of action taken by the Executive Council as outlined in the Code of Ethics

- a. The member must submit the grievance or appeal in writing to the president within 30 days of the complaint.
- b. The president must respond in writing within 10 days.
- c. If the grievant is not satisfied, the grievant will notify the president in writing. The president will submit the grievance *or appeal* to the Executive Council which will respond in writing within 30 days.
- d. If the grievant is still not satisfied, the grievance or appeal will be submitted to the NYSWOA Executive Committee which may or may not agree to hear the grievance. If it hears the grievance, their decision is binding. If it declines to hear the grievance, the previous Executive Council decision is binding.

ARTICLE IX AWARDS

SECTION I An award which may be presented on a permanent basis must be established by vote of the membership at one of the annual business meetings and becomes one of the By laws. Other one-time awards may be determined either by vote of the membership at one of the annual business meetings or by vote of the Executive Council.

SECTION II JOHN ORDIWAY MEMORIAL AWARD shall be presented annually to the Outstanding Wrestler(s) at the final Section 5 State Qualifier. The winner(s) shall be determined by ballots cast by the active, inactive or Life members of the WOA who are present.

SECTION III COACH OF THE YEAR AWARD shall be presented at the annual WOA banquet to the Section 5 coach selected by the committee of members selected by the president.

SECTION IV LEO BERNABI AWARD shall be presented at the banquet to a member of the association who has made outstanding contributions to wrestling. The selection committee shall consist of present association members who are past recipients of the award and they may choose not to present the award every year.

SECTION V SPORTSMANSHIP AWARD - The WOA will demonstrate its support of good sportsmanship by annually presenting awards to a Division I team and a Division II team at the State Qualifier based on input from our active membership. The award will be named in honor of Earl Fuller and Frank Marotta.

SECTION VI Special recognition will be given to officials who reach 10, 20 and 25 years of *service*

ARTICLE X DISSOLUTION PROVISION

In the event of dissolution, all of the remaining assets and property of the organization shall after necessary expenses thereof be distributed to such organizations as shall qualify under section 501(c)(3) of the Internal Revenue Code, or corresponding provisions of any subsequent Federal tax laws; or to the federal government, or to a state or local government for a public purpose.

ARTICLE XI NON-INUREMENT PROVISION

No part of the net earnings of the organization shall inure to the benefit of any member, trustee, director, officer of the organization, or any private individual (except that reasonable compensation may be paid for services rendered to or for the organization), and no member, trustee officer of the organization or any private individual shall be entitled to share in the distribution of the assets upon dissolution of the organization.

ARTICLE XII RESTRICTIVE LEGISLATION PROVISION

No substantial part of the activities of the organization shall be carrying on propaganda, or otherwise attempting to influence legislation (except as otherwise provided by section 501(h) of the Internal Revenue Code, as amended, nor shall the organization participate in, or intervene in (including the publication or distribution of statements), any political campaign on behalf of or in opposition to any candidate for public office.

ARTICLE XIII - RESTRICTIVE PURPOSES & ACTIVITIES PROVISION

Notwithstanding any other provision of these articles, the organization is organized exclusively for one or more of the following purposes: religious, charitable, scientific, testing for public safety, literary, or educational purposes, or to foster national or international amateur sports competition (but only if no part of its activities involve the provision of athletic facilities or equipment), or for the prevention of cruelty to children or animals, as specified in section 501(c)(3) of the Internal Revenue Code of 1986, and shall not carry on any activities not permitted to be carried on by an organization exempt from Federal income tax under section 501(c)(3) or corresponding provisions of any subsequent Federal tax laws.

ARTICLE XIV PATCH

The N.Y. State Officials Patch shall be worn on the left sleeve of the official's shirt. The WOA patch shall be worn on the right sleeve of the official's shirt and anywhere on the official's jacket as decided by consensus at the Nov. 1989 Fall Business Meeting.

ARTICLE XVI ASSIGNMENT FEES

Each official will pay to the WOA \$2.00 per assignment at any level of wrestling. Definition of assignment is:

- 1) an individual dual meet at the Varsity or JV level
- 2) a Modified assignment
- 3) each dual meet in a Varsity or JV dual meet tournament
- 4) each day of a Varsity or JV tournament (this means \$4 if you work both days of a 2 day tournament)

Each official will receive an invoice listing the total number of assignments worked during the season based on the data obtained from Arbiter. The invoice will be distributed at the Spring Business Meeting and payment is due to the WOA by April 15. A \$10 penalty will be added to any assessment not received by April 15. Failure to pay the assignment fee and penalties by September 1 will result in removal of the official's name from the active roster and termination of WOA certification for that season. In order to return to active status for the next season, the official must satisfy those financial obligations, pay inactive dues and meet the 5 point plan. The Executive Council may review and decide any situations that had extenuating circumstances.

ARTICLE XVII CODE OF ETHICS

SECTION I ASSIGNMENTS

- A. All assignments will be honored except under extreme circumstances.
- B. An assignment will not be turned back in order to take another assignment unless the change has been made by the assigning agent
- C. An assignment will not be turned back with less than 48 hours notice unless there is an extreme emergency (illness, death in the family, accident)
- D. An official will turn back an assignment if he or she is taking any medication which might interfere with his reactions or judgment.

SECTION II CONDUCT

- A. An official will always *be* a worthy example of dignity and good character to the wrestlers who compete under his jurisdiction.
- B. An official will not smoke or use tobacco in the presence of wrestlers at the site of an assignment.
- C. An official will not drink alcoholic beverages on the day of an assignment until the assignment has been completed.
- D. An official will not use profanity in any dialogue with coaches, wrestlers or spectators.
- E. An official will be firm but courteous; will not argue, nor be rude or arrogant when dealing with fellow officials, coaches, wrestlers, and spectators.

SECTION III PUBLIC RELATIONS

- A. An official will cooperate with fellow officials, coaches and school personnel and will do nothing to cause them public embarrassment.
- B. An official will never publicly criticize another official while in uniform or as a spectator, should use only constructive criticism at an officials meetings or in a private meeting with the official involved.
- C. An official will not discuss teams, personnel or contests with the media.

SECTION IV INTEGRITY

- A. An official will be honest and fair in all situations, treating all wrestlers equally and applying all rules uniformly.
- B. An official will not give coaching advice to a wrestler while on assignment
- C. An official will not knowingly claim a higher fee or mileage allowance than he is due.
- D. An official will not falsify another official's attendance at a required meeting.
- E. An official will not cheat on any written tests or on any written evaluations of fellow officials.
- F. An official will know all rules and their latest interpretations thoroughly.
- G. An official will report all violations of the Code of Ethics that are observed firsthand.

SECTION V SAFETY

- A. An official will be concerned with the safety and welfare of the contestants.
- B. An official will not violate any of the rules regarding the participation of a wrestler who has been knocked unconscious. (Major)
- C. An official will not allow competition to continue in an unsafe situation, but will adjust the conditions in such a way as to provide for safe competition. The official will report such a situation to the chapter president for follow up.

SECTION VI REPORTING, INVESTIGATING AND PENALIZING VIOLATIONS

- A. The Executive Council appoints a 3 person Ethics Board who serve for 3 - year terms. The terms shall be staggered so that each year, 1 new member is added as another member's term expires.
- B. Alleged violations are brought to the Ethics Board by coaches, directors, wrestlers, fellow officials or fans. Alleged violations must be in writing and must be complete. If violations are reported verbally, a Board member may help the source put it in writing, making sure all pertinent information (dates, times, circumstances, witnesses, etc.) is included. If reported in writing, a Board member reviews the report with the source to make sure all pertinent information is included.
- C. The Ethics Board shall investigate the alleged violation (verify facts, talk to witnesses, etc.) and then decide by majority vote if there is sufficient evidence to continue the investigation. If not, the case is dropped. If so, the Board sends a letter to the alleged violator detailing the violation and the evidence.
- D. The alleged violator either confirms the violation or requests a meeting with the Board to discuss it.
- E. After the meeting the Board renders a verdict. The verdict must be unanimous. (before voting the Board may want to do further checking and possibly have an additional meeting with the alleged violator.)
- F. If the verdict is guilty, the Board forwards the written allegations along with it's findings to the Executive Council. The Council reviews the case and votes (by 2/3 majority) to uphold the verdict or to further investigate the case. If the latter is chosen, the council conducts its own investigations and the votes again (by 2/3 majority) to uphold or reject the original verdict of the Ethics Board.
- G. If rejected, the case is dropped. If upheld, the Executive Council notifies the violator by letter of the findings and the penalty..
- H. If the alleged violator is himself on the Ethics Board and/or the Executive Council, he will be eliminated from the participation as a Board or Council member for that particular case.
- I. Penalties imposed by the WOA Executive Council may range from a warning letter to termination.

SECTION VII SUSPENSION AND TERMINATION POLICY**A. Grounds for Suspension and/or Termination**

1. Complete investigation by the Ethics Committee and their recommendation that the member be suspended or terminated if the violation is severe enough (e.g. documented physical abuse at any time).
2. A violation of the WOA of Section 5 Constitution or Bylaws that has been investigated by the Executive Council.
3. Notification from the State Education Department to a school district that the official's fingerprints are not on file or that the official has been denied clearance
4. Failure of the official to notify the WOA of Section 5 that he has received notification that he has been denied clearance or no longer has clearance.
5. Any documented public action, language or activity that is considered detrimental to the WOA or any of its members

B. Procedure

1. Upon acceptance of the Ethics Committee recommendation and/or further investigation, the Executive Council will determine the length of the suspension. Suspension will not exceed one calendar year from the time of the decision. The member will be notified in writing.
2. As specified in Article VIII of the WOA Bylaws, the member can appeal this decision.
3. In all cases, the following are required of any WOA member under suspension if that member plans to return to previous membership status:
 - a) Meet the 5 Point Plan of the NYSPHSAA
 - b) Pay dues and any Assignment Fees by the designated due dates
 - c) Pass the annual National Federation Exam
 - d) Any WOA member under suspension is prohibited from officiating at any level of Section 5 wrestling during the suspension period.
 - e) Failure to fulfill all the above requirements will result in loss of certification, membership in good standing and termination of WOA of Section 5 membership.