**“Northwest Board” Official Bylaws**

As established by Article IX of the Northwest Board of Women’s Officials (NWB) Constitution, the organization may establish Bylaws that allow the organization to provide qualified, registered, and rated officials, provide opportunities for training officials, provide for sportsmanship, and manage any other business the Executive Committee and/or membership deems necessary.

Bylaws 1 – Meetings: Attendance Requirements

Members must be in compliance with all WOA meeting requirements. The Executive Committee shall set a written policy for officials to make up meetings.

Bylaw 2 – Assignment Choices

All NWB members who work scholastic games have the option to work boys’ games, girls’ games, or both. The member’s choice will be effective until he or she notifies the Executive Committee and Assigner(s), in writing, of his or her preference change.

All members will only need to fill out one availability calendar.

Bylaw 3 – Postseason

 Section 1: State, Regional, and District Tournaments

Officials must meet all WOA requirements to be eligible for the State, Regional, or District tournaments.

Bylaw 4 – Ratings

Ratings will be conducted according to the Policies of the NWB.

Bylaw 5 – Leave of Absence

Members may request from the Executive Committee a one-year Leave of Absence (LOA).

The LOA will maintain that member’s ratings from the year prior to the LOA for purposes of assignments and post-season eligibility in the member’s return year. Members on LOA are required to pay dues and complete the online test and clinics to remain eligible in the ensuing season. In the year following an LOA, eligible members may officiate District playoff games, but not Regional or State tournament games.

Members who take an LOA shall not be able to use another LOA until they have officiated three (3) full seasons after returning from the LOA year. The Executive Committee may make exceptions to this rule in the event an LOA was for medical reasons.

LOAs will be applied separately for boys’ ratings and girls’ ratings. (For example, a member who works both boys’ and girls’ games could take a leave from a single gender one year and the member could take a leave for the gender the following year.)

Bylaw 6 – Turn Backs

The Executive Committee shall adopt policies for members who fail to fulfill assigned games. The policies shall define what constitutes a turn back and what the consequence shall be for unexcused turn backs. The policy shall include a process for the official to appeal the turn back and consequence to the Executive Committee.

Bylaw 7 – Misconduct

The following conduct is considered misconduct which is actionable by the NWB. This list is not exclusive, and the NWB may take action in response to behaviors not on this list which are also determined to constitute misconduct.

1. Using abusive language or a distasteful gesture.
2. Degrading fellow WOA members, local association/Executive Committee officers, assigning secretaries, WOA Executive Committee members, or WOA staff.
3. Providing unwarranted or derogatory press releases and/or interviews.
4. Using mood-altering substances the day of the game that could substantially impair judgment (i.e. alcohol, drugs, or even certain prescription drugs).
5. Undercutting or altering the established WIAA/WOA officials contest fees.
6. Failing to show up for a contest previously accepted.
7. Violating any section of the NWB or WOA Constitution and Bylaws.
8. Intentionally deviating from enforcement of WIAA or WOA approved rules or mechanics.
9. Failing to wear the approved WOA uniform.
10. Being charged with a felony criminal act or a misdemeanor act involving use or distribution of mind or body altering drugs, theft, or acts involving moral turpitude (emergency suspension before the hearing is permissible if serious charges warrant it).
11. Being convicted of a criminal act.
12. Soliciting or officiating a contest, not authorized by the local association/Executive Committee, involving WIAA member schools.
13. Obligating oneself to any person affiliated with any contest he or she might be assigned to officiate.
14. Conduct detrimental to NWB, WOA, or WIAA.
15. Poor professional judgment – Comments, actions, or decisions that have a negative impact on oneself, fellow officials, or NWB, or interfere with the ability of NWB to operate effectively.
16. Unprofessional conduct – Comments or actions that demonstrate poor self-control, poor anger/temper management, harassment, or unsportsmanlike conduct, while in the capacity of coach, player, official, or spectator.
17. Unethical Behavior – Issues of dishonesty, deceit, or manipulation that have a negative impact on other officials, NWB Executive Committee members, Assigning Secretaries, or the reputation of NWB, or that interfere with the ability of the NWB to operate effectively and efficiently.
18. Violating or undermining established NWB Executive Committee policies or procedures.